

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
1055 Ventura Ave.
Oak View, CA 93022
Board Room
September 28, 2016
3:00 P.M.

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

1. Public Comments (items not on the agenda – three minute limit).
2. General Manager comments.
3. Board of Director comments.
4. Board of Director Verbal Reports on Meetings Attended.
5. Consent Agenda
 - a. Minutes of the September 14, 2016 Board Meeting.
 - b. Minutes of the April 27, 2016 Board Meeting.
 - c. Recommend approval of the invoice to Alliant Insurance Services, Inc. in the amount of \$60,942.24 for the renewal of the Special Liability Insurance coverage effective 9/29/16 – 9/29/17.

RECOMMENDED ACTION: Adopt Consent Agenda

6. Review of District Accounts Payable Report for the Period of 9/12/16 – 9/23/16.

RECOMMENDED ACTION: Motion approving report

7. Resolution honoring Andy Benitez on his retirement.

RECOMMENDED ACTION: Adopt Resolution

8. Resolution setting a public hearing for October 26, 2016 to hear input from the public regarding the proposed Lake Casitas Recreation Area Fees and Charges.

RECOMMENDED ACTION: Adopt Resolution

9. Resolution to award a contract to Oilfield Electric and Motor of Ventura in the amount of \$400,960 for the Ventura Avenue Pump Plant No. 1 Electrical Upgrade, Specification 16-383.

RECOMMENDED ACTION: Adopt Resolution

10. Recommend approval of an agreement with Gantzer Water Resources Engineering, LLC in the not to exceed amount of \$21,200 to provide hypolimnetic oxygenation system operational support.

RECOMMENDED ACTION: Motion approving recommendation

11. Recommend approval of a purchase order to West Coast Welding and Construction Inc. in the amount of \$20,238.88 for the restoration and coating of the dam intake screen assembly #3.

RECOMMENDED ACTION: Motion approving recommendation

12. Information Items:

- a. Personnel Committee Minutes.
- b. Investment Report.

13. Closed Session

- a. (Govt. Code Sec. 54957.6)
Conference with Labor Negotiators:
Agency Designated Representatives: Rebekah Vieira, Draza Mrvichin
Employee Organization: Supervisory & Professional, General Unit and Recreation Unit.

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
September 14, 2016

A meeting of the Board of Directors was held September 14, 2016 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Kaiser, Baggerly, Word, Hicks and Bergen were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, Robert Kwong. There were four staff members and eight members of the public in attendance. President Kaiser led the group in the flag salute.

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

Angelo Spandrio inquired about the work being completed and asked if the top five projects have been identified and are they on schedule for the October 7th deliverable. Mr. Wickstrum answered yes and yes, he hopes to at least have a draft by October 7th. Mr. Spandrio asked how it will be published. Mr. Wickstrum explained it will be brought to the Board at the appropriate time and maybe the water resources committee meeting.

2. General Manager comments.

Mr. Wickstrum reminded the board of the Regional Drought Summit on September 22nd and informed them that we would be live streaming the event.

Mr. Wickstrum then reported that water quality is looking very good and we are not seeing algae that causes us problems so there is no need for lake treatment. Our next step is to get efficiency on the oxygen dose for the hypolimnetic system. There will be a project coming forward regarding this.

3. Board of Director comments.

Director Baggerly reported that he attended the City Council meeting and offered thanks for their letter of support. He explained that Ted Moore, a local developer approached him and he hired a geologist to look for avenues for water development. Ted Moore arrived at the meeting and spoke to the board and explained that he hired Mike Paige from Thousand Oaks who sites wells. He mapped the underground aquifers. Mr. Moore displayed two maps showing locations where there might be water. He suggested drilling some wells and pumping them into the diversion canal. He suggested using some abandoned natural gas lines to move water and showed areas in the Ojai Basin and Ventura River where he thinks there may be water. He said he would love to be a part of the ongoing discussion and he could bring his geologist up to meet with your consultants. He wants to bring new thoughts and ideas to the table. There is water moving in the valley out to the ocean that could be intercepted.

4. Board of Director Verbal Reports on Meetings Attended.

Director Bergen reported on a conference call for the Upper Ventura River GSA and they will do an outreach meeting with small pumpers on the 26th and Director Hicks reported on his attendance at the AWA board meeting.

5. Consent Agenda ADOPTED

- a. Minutes of the August 24, 2016 Board Meeting.
- b. Resolution approving the joint funding agreement with United States Geological Survey for the Cooperative Stream Gaging Program from November 1, 2016 – October 31, 2017.

The Consent Agenda was offered by Director Baggerly, seconded by Director Bergen and adopted by the following roll call vote:

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

Resolution is numbered 16-23

6. Review of District Accounts Payable Report for the Period of 8/24/16 – 9/08/16. APPROVED

Director Word asked about the charge for the oxygen and Mr. Wickstrum explained it was for the month of August.

On the motion of Director Hicks, seconded by Director Bergen, the report was approved by the following roll call vote:

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

7. Recommend approval of the position of Park Ranger/Park Services Officer Division Officer. APPROVED

Mr. Wickstrum explained that this was bringing back clarifications from the last meeting. The new position will oversee formation and implementation of a new division and move toward Park Rangers being a part of the employees at Lake Casitas and move forward with our policy and procedure manuals and training. Carol Belser built into this memo more of a sense of what this individual will do. There is a large amount of training and procedures and we need a strong leader in that role to focus on the procedures, training and bring together PSO's and the Park Rangers into one cohesive group in the field.

Director Word commented that as we progress into this new direction it is a pretty involved process, a lot of responsibility and potential liability. It would seem to me that we really need to have someone with real expertise to guide it with knowledge of how to make it work and with the training and I think it is necessary and would support this the way it has been presented today.

Suzi Taylor voiced her objection and concerns that this is fast-tracking the division officer. It was brought back to the Personnel Committee which met on Monday. This appears to be an assumed vote but you are being deprived minutes from personnel committee that are not available. Ms. Taylor added that Carol Belser's intention was that this be a term position but Steve Wickstrum stated it in no way is a term position. Additionally, Ms. Taylor expressed that she feels the scope of the position is that of a supervisor and this is a tactic to go around SEIU. The benefit package is costly for this district as health insurance is covered at 100%. She asked if the current Park Services Manager is a peace officer and asked if the new position would be created as a peace officer. She expressed her concerns and asked that the board reconsider the needs of the district. Ms. Taylor suggested sending qualified applicants through the reserve academy for the needed training instead of using LCRA as a training ground. She then stated that based on my understanding of peace officer status of the park manager is that the board has approved psych evaluation. This is a violation of ADA as it was an unnecessary test and you cannot subject an employee to this type of testing.

Director Baggerly commented that we don't have minutes from the personnel committee. He added that from the org chart and the new division manual table of contents it is specifically as law enforcement and that is only part of what we do. The first thing is we have to protect that water resource. The current PSO's understand that. We have to do this to provide qualified immunity. It has morphed into a new law enforcement task force and is leaving our existing employees behind. There are Park Rangers on one side and PSO's on another. They are different. The guy in charge will favor law enforcement tactics and leave behind our guys in t-shirts and blue jeans trying to enforce our boat inspections. I don't think we need a new manager with medical benefits and salary. If he is doing all the managing what is Carol going to be left to do. I would rather have a consultant to have our PSO's become rangers.

Director Bergen explained that her understanding from the personnel committee meeting is the PSO's can, if they want to, become Park Rangers. The idea is to keep them on and active and have them work with the Rangers. There is no intent to leave them behind. They are faced with having to have direct management that knows the laws and regulations so we can do this correctly. We need knowledge and careful management to keep it all together.

Director Baggerly added the existing PSO's did their job. We had to make the change to make them legal at what we are doing. I don't see anything changing with hiring a bunch of retired sheriff's. Option 2 of the beech report number 3 should be required. The Park Services Manager should issue updated job descriptions for all employees and the existing PSO's should be designated as Rangers. Those guys are loyal to our district and are on the outside looking in. I don't like it and I won't support it.

President Kaiser commented that it is interesting that this was being pushed along at warped speed a couple of years ago and was brought forward by staff and now it is a different phase and staff are pushing back in the other

direction. We need to reduce the OT out there and the self-assigning of schedules. I support this motion.

Director Baggerly expressed concern with the budget and the cost of hiring a new management position and everything that goes with it as he thinks it will cost a lot more.

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

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

8. Regional Efforts to Obtain Access to State Water Entitlements for Western Ventura County.

Mr. Wickstrum explained that having been here during the 90's and part of the discussion on state water and getting that in here, in the last 3 months that has become more of an opportunity that we didn't have in 1990. The doors may be open to us. There are a lot of costs associated with it. The city of Ventura put out a request for qualifications and is going through a selection process. There is a lot of collaboration and coming together for this project. We have discussed our role and representing this project. Three different agencies and public have had discussions and expressed desire to hook into state water. We need to discuss our interest in going forward with this or not. We do not know the engineering design cost at this point. We need to consider any avenues we need to contribute to that design.

Director Baggerly commented that he wants Steve to be at the table representing our interest. Director Word concurred and added that we need to be participating in this discussion. There are consequences coming out of this that will need to be addressed in looking at this. There are a whole gamut of costs to be explored. Yes, the taxpayers have paid several million to the system that money has gone to the state. When we have used the turn back pool it went to reducing that tax. None of that has come to the district as income. We need to be part of the discussion and determine how to fund it. Director Hicks added we have to be at the table. Director Bergen added she is fully supportive and we have to be involved but Casitas needs to know the costs and have the terms in writing. President Kaiser added you have to be there. There is the cost factor and how would be shared and how would we be whole. Would there be a bond measure and a vote of the public?

William Weirick stated that the City of Ojai is one of the organizations that passed on a 4-1 vote in support of your efforts. The Mayor has not signed the letter yet. The idea is to support what you are talking about and to have your back. Reliable water will cost more money. We don't need to stop if it rains. We need to move together and collaborate and look at things different. Thank you, Russ for appearing at our meeting. The message going forward is to conserve yes and diversify water sources. In terms of the revenue issue it is a challenge

and we figure it out and back you up and sell it to the public. We will figure out the revenue. Thank you and appreciate your feedback and continue supporting you how we can.

Randy Haney thanked Russ for being there last night and then explained that Steve and I were talking outside after Executive and I do support you and this group. There will always be moments of contention. Conservation, collaboration and communication are critical. Most important thing is to communicate to the public is what we are doing. Appreciate this board feels the full weight of anything that comes to the table on money but it is ours. The more we know and understand and convey to the public the better off we are. State water project is short term fix. Biggest issue is to convince the county to get behind us. We will not conserve our way out of this. Collaboration – all of the agencies. Sept 22nd is your first opportunity. Give as much information as possible. Get a ton of questions and be open and honest.

Renee Roth thanked the board for what you do and for the investment in conservation and looking for new water supplies. We are trying to integrate what we know from previous droughts and situations. She added that she has done some research in looking at Australia. Tom Ash said that Australia realized after the fact that they didn't do enough soon enough. In terms of looking at what they did, Australia set a goal of 33 GPCD. They replaced water meters, had rebates, water assessments, teach people to read their water meters. We are in extreme drought and will have extreme measures and have to engage the community. Any money spent they could look back and know it was invested in water savings. Balancing supply and demand management and improve integration and address revenue losses and look at water rates. Steve has to be at the table. The long term message is we are all in this together.

Mr. Wickstrum added that he will participate and contribute what we are looking at. Everyone needs to understand this is not the end all. It is 5,000 acre feet if it is at 100%. That does not answer the full thirst we have in the service area. There is no guarantee and there is a lot of risk with state water. Over the course of the last eight years the community has been buffered with the Lake Casitas supplies. Now we are faced with what the state has been faced with over the last years.

Director Kaiser asked that because of the interface with other agencies that this stay with the Executive Committee. He then thanked the public for their comments.

9. Resolution Adopting an Increased Conservation Penalty for Over Allocation Water Usage. ADOPTED

Mr. Wickstrum explained that we adopted the WEAP and hit 50% a year ago last May and we instituted conservation penalty and allocations for our metered connections. We tested the water and started with a penalty of \$1 for residential accounts and \$0.25 for annual accounts that we account for at the end of the fiscal year. We wanted to send the message and signals out and have people be educated on their water usage and get them into their allocation

without hitting them with a hammer. As the lake goes down the concern is those that didn't comply need a larger message. About 75% have conformed. We are asking to raise the penalty to get more response and get others to conform in conserving water.

Ron Merckling highlighted that the conservation team of Cinnamon McIntosh, Bryan Sandoval and Larry Harris have been working hard and are engaging customers on a daily basis. Over 70% of the people are adhering to the conservation program. We have lowered the allocation an additional 10% and we are looking for 7,000 acre feet of savings this next year in conservation. The residential component has the monthly surcharge which will start October 1st. Those customers that are on an annual basis, the surcharge will begin with their fiscal year that began on July 1, 2016. By increasing the surcharge, the purpose is compliance with the conservation program. Some people are not in compliance and we are hoping to encourage them to comply. We will put out a letter to all customers before October 1st regarding this change.

Director Hicks suggested discussing the usage in terms of gallons. Mr. Merckling added that our customers are using 80 GPCD and there is a long way for us to go. We are concentrating our efforts on those customers that are not in compliance. President Kaiser added that the increase could result in 1,000 AF additional water being saved and would extend the usable life of our water supplies.

Director Bergen added that this hurts for Ag. Avocados have a direct relationship with the size of fruit and amount of water. If you have smaller fruit you have less money but I am fully supportive of doing this. You have to. It hurts but we have to do it. Mr. Wickstrum also informed the Board that Robert Kwong had suggested including appropriate CEQA language on the resolution.

Renee Roth explained that Ventura River Water District prints gallons per capita day on their bill and Golden State penalties are \$2.50 per unit above your allocation at state 3. As a community we need to have a consolidated view to do the same fairness is a goal. We are in a drought and getting everyone together and all pay penalties if wasting water. Mr. Wickstrum added that Ventura River, Meiners Oaks and Golden State are all looking at it being the same across the board for everyone. We hope we don't collect penalties. We want to get compliance. Mr. Wickstrum explained that for the residential users this is effective for water usage from October 1st.

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

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

10. Ballot for Election of a Special District Alternate member to the Ventura LAFCo. APPROVED

On the motion of Director Word, seconded by Director Hicks, Director Baggerly was offered as the representative for the election referenced above by the following roll call vote:

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

11. Information Items:

- a. Lake Casitas Recreation Area Report for July, 2016.
- b. Water Conservation August 2016 Update.
- c. Annual Livingwise Program Water Education Summary Report.
- d. Water Resources Committee Minutes.
- e. Executive Committee Minutes, August 26, 2016.
- f. Recreation Committee Minutes.
- g. Executive Committee Minutes, September 9, 2016.
- h. Letter from Ojai City Council Members William Weirick and Randy Haney.
- i. Water Consumption Report.
- j. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- k. Investment Report.

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

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

President Kaiser moved the meeting to closed session at 4:25 p.m.

12. Closed Session

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation matter pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: One Case.
Casitas Municipal Water District has recently received a claim for damages related to an employment matter.

President Kaiser moved the meeting back to open session at 4:34 p.m. and Mr. Kwong reported that the closed session was completed and there is no closed session report to be made.

13. Adjournment

President Kaiser adjourned the meeting at 4:35 p.m.

James W. Word, Secretary

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

A meeting of the Board of Directors was held April 27, 2016 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Kaiser, Baggerly, Word, Hicks and Bergen were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, Robert Kwong. There were nine staff members and eleven members of the public in attendance. President Kaiser led the group in the flag salute.

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

None

2. General Manager comments.

Mr. Wickstrum informed the board that we were notified on Monday that we have New Zealand mud snails in the upper Ventura River. They are spreading throughout California. Ventura County has quite a few streams that have them and our staff had found a suspicious snail in their fisheries work. It took two - three weeks to get a response from the sample our team took. This is not like the quagga exposure. Our team will be noting, monitoring and observing. Our consultant on the quagga assessment and control plan has been notified. And will include that in the plan.

3. Board of Director comments.

Director Baggerly reported that OBGMA sent a letter to all interested parties of availability to make comments on the boundary modification application to Department of Water Resources. We got letter back from the City of Ojai and they requested to have someone there to answer questions. I was there to answer questions but they approved it without question.

4. Board of Director Verbal Reports on Meetings Attended.

Director Word recognized the great job Ron and the crew did working on the AWA symposium. It was an enlightening session. There is a lot of work going on to find new water. Conservation has to be the big thing we rely on. It will be a challenge. Have to be prepared that what we have is what we have. Director Baggerly reported that he attended the meeting as well.

5. Consent Agenda

ADOPTED

- a. Recommend approval of a purchase order to Cal-Coast Machinery in the amount of \$2,974.23 for the purchase of a John Deere MX6 Lift-type rotary mower deck.

- c. Recommend acceptance of the condition acceptance report on the Mira Monte Well conducted by Pueblo Water Resources and authorize expenditures of up to \$25,000 to complete the recommendations made in the report.
- d. Resolution authorizing access to local, state and federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigations.
- e. Recommend approval of the Purchase Order to Epic Motorsports in the amount of \$15,718.87 for the purchase of a Polaris for use at Treatment Plant and Dam area.

Mr. Wickstrum informed the board that the dollar amount for the approval of item a, is actually \$2,766.73, a savings of \$207.50. Director Baggerly asked to pull item c from the consent agenda.

The consent agenda minus item c was offered by Director Word, seconded by Director Bergen and approved by the following roll call vote:

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

Resolution is numbered 16-07

Item c – Director Baggerly motioned to approve item c and suggested the addition of a packer. Mr. Wickstrum explained that right now, I would like to get the well up and running now. Have the installation move forward and get the others items on the docket to take a look at. Director Baggerly responded that the motion was exploratory and not mandatory.

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

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

6. Resolution honoring John Parlee upon his retirement. ADOPTED

President Kaiser read the resolution and the board thanked Mr. Parlee for his work for Casitas.

On the motion of Director Bergen, seconded by Director Hicks and resolution was adopted by the following roll call vote:

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

Resolution is numbered 16-08

A member of the public said you didn't give enough time for public comment. Why don't you have the meetings when people can come to them? Why don't you post this on the internet? Someone else said it is ridiculous.

7. Bills

APPROVED

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

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

President Kaiser then stated we will revert back to public comments for items not on the agenda.

Dale Wharton asked the board to start having these meetings after hours. A lot of us don't know about it until the last minute. This is an important meeting to me. This lady is missing work to come over here. The Board should care enough to revisit having the meetings when the public can attend it. This meeting is an important issue. Almost everyone in here would want that to take place and we should not have to fill out a comment card. I know we sell water to the city of Ventura. Why isn't there a moratorium in the city of Ventura?

Yasi Paulson, a resident of Oak View for 2 or 3 years, asked if Ventura gets state water will they still get water from Lake Casitas and what are Casitas' plans for alternate water source and restrictions for the farmers. How come I can't grow tomatoes and pixies but they can. She then asked that meeting minutes on the agenda be posted. A couple of weeks ago there was a talk about water at the Ojai retreat and I wonder why Casitas did not come and talk to us about the water situation. My husband will retire soon. I need to know if we will stay or leave. If we have to truck in water here will it will affect the price of our home.

President Kaiser explained that staff is planning to have a public workshop and meeting. It is important and something we have to get the info out to the public. Look at the alternatives and what we are looking at in the future should the drought persist.

Director Hicks added I wish we knew if or when the city hooks up to state water. It would be best thing that could happen. It is a long term project. Director Word added that the district was formed to supply water and back up supply for city of Ventura, Ojai and Ag. We supply about a third of the City of Ventura's water. This is why this district was formed. They take water from us that serve their zone 1 which is in the Casitas district just as Ojai does. That is what we were designed to do. We would like to have more water. They have cut back about 40% on what they take from us.

Dale Wharton asked about a moratorium on hook ups. Director Baggerly explained we don't have any control over what another government agency does. Dale stated what they are going to do is run us dry. Director Baggerly suggested they read our Water Efficiency and Allocation Program adopted last June. We are doing 99.9% of what was discussed at the Ojai retreat meeting and we were not invited to that meeting. President Kaiser added we take your comments seriously and understand your concerns. Another member of the public commented on wells saying there are five wells owned by Casitas and four are shut down and the other one has been shut down four months. Director Baggerly said they are not our wells.

8. Receive and file report entitled "A Current Assessment of Public Safety Services at Lake Casitas and Surrounding District Property" from Lawrence Beach Allen & Choi.

Mr. Wickstrum explained that at our meeting in February we discussed developing further the policies procedures we would take at LCRA and you have the report by Lawrence Beach Allen & Choi to consider today. Representatives from the firm are in the audience to provide insight to help us in getting a resolution in where we should go with our personnel that work at Lake Casitas Recreation Area.

Paul Beach and Jim Eicher provided their report reminding the board that the first meeting we discussed issues of public safety options at Lake Casitas. We looked at current circumstances and looked at options for best practices for that area to be more safe and enjoyable and address risk and liability issues. They encouraged the board to read their report where they provided the board with a few options to consider.

Director Bergen said she was impressed with the report and it gave detail and presented the options. She asked how many security firms could serve Casitas here. Mr. Beach said you could put out a bid but there are two or three that they know of. He added you are not limited to just one option.

Director Baggerly stated you dropped the ball on retirement and pension obligations. Is there any analysis to add to that section? Mr. Beach said the preliminary discussions with CalPERS is that it would not go up. We are still waiting for CalPERS to provide something in writing.

Director Word questioned the watershed that we are charged with supervising. Mr. Beach suggested choosing the model that best suits and apply the same set of rules across your property. Mr. Beach stated you need feedback from general counsel and staff before you make a decision. Mr. Beach suggested making a 6-12 month plan or longer, hire in house and train in house and recommend you do proper due diligence and get the right people and continue to use the deputy sheriff. Mr. Wickstrum added we are limited to what Ventura County can help us out with.

Director Bergen asked where we are with a manual as to limitations. I have no idea of what we are approving until we see a manual. Mr. Beach said

you need to find out what you want them to do and what they should not do, discuss what services to deliver in conformance with the law. Don't come up with a bunch of rules until you figure out what you want the people to do.

Mr. Eicher added until the board decides the type of player dealing with security issues, to build a policy around it is putting the cart before the horse. Mr. Beach added you might decide you want full blown peace officers and EMT's and observe and report people. You could have some staff with certain powers and other staff with others. Review materials and talk with staff about the dragon you are trying to slay and build the staff around it.

President Kaiser stated option #1, observe and report is most appropriate at this time. President Kaiser added we don't have structural oversight in place at this time. Based on the questions what is the prudent measure to take at this time? Mr. Beach explained staff are working hard right now doing as good as they can do given the limited resources. Supplement with VCSO to the extent that you can. If full on or limited, you need ordinance enforcement. Amend the ordinance to allow for limited peace officer status to enforce the ordinance. If you have some good hires in the pipeline and can bring them on great. Rely upon an analysis to get people properly trained and supplement with VCSO.

Director Bergen said the missing key factor is the pension factor. I understand the way we are currently operating is not in conformance with legal structure we should have. Myself, I think we need to enforce our ordinances. Mr. Eicher added until you decide if you want to give the authority to do ordinance enforcement you may have the current staff be observe and report supplemented by more OT hiring by VCSO. Have that work in short term. If you continue to have employees do things without the proper structure you increase the risk? He added that the ordinance change is where authority comes from. Until that is vetted by the board what do you want the current staff to do?

Director Bergen added she needs more information on the financial side. We need to stay where we are and get the sheriff in and do more work to get the information. Director Baggerly suggested coming back with the ordinance on the agenda with the staff report with information available to the board members. President Kaiser suggested option 1 for now. Mr. Wickstrum stated observe and report is not what they are at now. Director Bergen added they are in no different position. Saying you are a temporary peace officer does not solve the problem.

On the motion of President Kaiser, seconded by Director Bergen Park Services Officers will observe and report and further information will come back to the board including proposed changes to the ordinance to allow for limited peace officer status, further information on CalPERS and insurance costs, further information on infrastructure needed to care for these officers and retaining the services of Lawrence Beach to formulate additional information. This was approved by the following roll call vote:

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

Director Word added the concern is to protect the lake. Park Services Officer Faddis stated if we can only observe and report if we see a boat come in we can't stop them. Mr. Kwong offered that he read AB1683 the law regarding the quagga situation adding that the regulations speak to the control and prevention of quagga mussels in lakes. It is unlawful for any person to fail to comply with any written order and any department employee or any other person of authority. It does not talk about public safety independent authority under Fish & Game code. You have independent authority and can prevent infestation at your lake.

Park Services Manager Carol Belser asked if staff is only to observe and report and not wear their uniforms and then are they not to use the vehicles. Mr. Eicher said if they don't use the lights and sirens it is ok for them to use the vehicles. He added that he finds them to be very professional and what they are wearing is fine if they understand their duties.

President Kaiser called for a recess at 5:06 p.m. and then brought the meeting back into session at 5:20 p.m.

9. Resolution Declaring Stage 3 Water Supply Conditions at Lake Casitas.
ADOPTED

The board discussed the status of the lake, the allocation program and the need to continue to conserve and the decision to go to irrigation on one day per week. The stages were set up to always have inside water use and to ramp down the outside use.

Renee Roth with Green Coalition suggested building a community effort on a resilient watershed that understands about water conservation. There is a lack of general information on ET rates, and water demands for plant materials. Tom Ash is speaking on May 26 and all welcome to attend. Ms. Roth suggested that you are generous with the WEAP program and have done a good job in setting it up. People need more education and different plants need different things. She added that she wants to put out a handbook and may ask for some support to help put those materials together so a homeowner can show it to their landscaper.

Rich Paulsen questioned the status of growth in Ventura. Mr. Wickstrum explained that the city of Ventura responded to Governor Brown's regulations by reducing use by 38%. They stepped up their conservation and public information campaign. Mr. Wickstrum explained that other agencies have adopted similar scenarios to work with their customers. As far as Casitas goes, everyone is a customer of Lake Casitas. From Mills on over, they paid the same tax ratio as they did in Oak View. Mr. Paulsen said they have an interconnect. Mr. Wickstrum explained they don't. It is probably a \$200 million project to build a pipeline. They are working to get water on an emergency basis from Met to Calleguas to the city on an emergency basis. There is not a lot of large growth on the west side; a lot of growth is east of Mills Road. They have surcharges for water use too and their tier rates are higher than Casitas.

Director Word added that we serve 30,000 people in Ventura under the Casitas District. We sell on a wholesale basis to them and other agencies. The whole process is that we are the backup supply when their wells go dry. Our water usage tends to go up because more people are pulling from us. We juggle all of these and have about a four year supply if we don't get any rain. We are all in it together.

Mr. Kwong suggested the addition of CEQA language to the resolution that pursuant to title 14 this is statutorily exempt.

The resolution with suggested modification was offered by Director Baggerly, seconded by Director Hicks passed by the following roll call vote:

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

Resolution is numbered 16-09

10. Information Items:

- a. Finance Committee Minutes.
- b. Letter from Bureau of Reclamation in support of Limited Peace Officer Status at Lake Casitas Recreation Area.
- c. Informational memo regarding voting format for the Upper Ventura River Groundwater Sustainability Agency.
- d. Investment Report.

On the motion of Director Word, seconded by Director Hicks, the information items were approved by the following roll call vote:

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

President Kaiser moved the meeting to closed session at 6:00 p.m. with Mr. Kwong stating the board is going into closed session pursuant to conference with legal counsel under section 54956, one case and the evaluation of the General Manager.

11. Closed Session

- a. Conference with Legal Counsel -- Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9, Government Code. (number of potential cases: one)
- b. Public Employee Performance Evaluation (Govt. Code Sec. 54957)
Title: General Manager

President Kaiser moved the meeting back into open session at 6:40 p.m. with Mr. Kwong stating there was no reportable action taken.

12. Adjournment

President Kaiser adjourned the meeting at 6:40 p.m.

James W. Word, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: September 23, 2016
TO: Board of Directors
FROM: Assistant to General Manager, Rebekah Vieira
Re: Renewal of Special Liability Insurance Program

RECOMMENDATION:

It is recommended that the Board of Directors authorize payment of \$60,942.24 to Alliant Insurance Services, Inc. for the renewal of the Special Liability Insurance (SLIP) for coverage effective 9/29/16 – 9/29/17.

BACKGROUND:

The District's insurance broker, Alliant Insurance Services has successfully renewed coverage for the SLIP program with Associated Industries Insurance Company effective September 29, 2016. This renewal is \$41.26 less than the renewal cost for coverage last year.

If the District is interested in securing Terrorism Insurance Coverage, the District may elect to do so with the understanding that the District would receive an invoice for an additional 5% of the annual premium for the SLIP coverage.

In order for our liability coverage to be renewed under the SLIP program, payment of the premium must be made by October 16, 2016.



Alliant Insurance Services, Inc.
 Newport Beach – Alliant Insurance Services, Inc.
 1301 Dove St., Ste. 200
 Newport Beach
 CA 92660
 Phone: (949) 756-0271

Invoice# 9084	Page 1 of 1
ACCOUNT NUMBER	DATE
CASIMUN-01	9/15/15
BALANCE DUE ON	
10/16/16	
AMOUNT PAID	AMOUNT DUE
	\$60,942.24

SLIP-Special Liability Insurance

Casitas Municipal Water District (see attached)
1055 Ventura Ave.
Oak View, CA 93022

Client:	Casitas Municipal Water District (see attached)	Policy:	Special Liability Insurance (SLIP)
Policy Number:	TBD	Effective:	09/29/16 to 09/29/17

Invoice #	ICO	Trans Eff	Due Date	Trans	Description	Amount
9084	ASSIN6	9/29/16	10/16/16	RENB	15-16 SLIP Renewal Premium	\$52,064.20
9084	ASSIN6	9/29/16	10/16/16	SURT	Surplus Lines Taxes	\$1,561.93
9084	ASSIN6	9/29/16	10/16/16	SURF	Surplus Lines Stamping Fee	\$104.13
9084	ASSIN6	9/29/16	10/16/16	AFEE	Agency Fee	\$5,987.38
9084	ASSIN6	9/29/16	10/16/16	CFEE	MGA Service Fee	\$1,224.60

Total Invoice Balance: \$60,942.24

ANNUAL PREMIUM FOR LIABILITY COVERAGE EFFECTIVE 9/29/16 TO 9/29/17

IMPORTANT NOTICE: The Nonadmitted & Reinsurance reform act (NRRA) went into effect July 21, 2011. Accordingly, surplus lines tax rates and regulations are subject to change which could result in an increase or decrease of the total surplus lines taxes and/or fees owed on this placement. If a change is required, we will promptly notify you. Any additional taxes and/or fees owed must be promptly remitted to Alliant Insurance Services, Inc.

Alliant embraces a policy of transparency with respect to its compensation from insurance transactions. Details on our compensation policy, including the types of income Alliant may earn on a placement, are available at www.alliantinsurance.com. For a copy of our policy or for inquiries regarding compensation issues pertaining to your account contact: Alliant Insurance Services, Inc., Attn: General Counsel, 701 B St., 6th Floor, San Diego, CA 92101

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 9/12/16-9/23/16
Presented to the Board of Directors For Approval September 28, 2016

Check	Payee			Description	Amount
000670	Payables Fund Account	#	9759651478	Accounts Payable Batch 091416	\$146,970.20
000671	Payables Fund Account	#	9759651478	Accounts Payable Batch 092116	\$195,280.62
					\$342,250.82
000672	Payroll Fund Account	#	9469730919	Estimated Payroll 10/13/16	\$120,000.00
				Total	\$462,250.82

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, 000670-000672 have been duly audited is hereby certified as correct.

Denise Collin 9/22/16

 Denise Collin, Accounting Manager/Treasurer

 Signature

 Signature

 Signature

A/P Fund

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

000670	A/P Checks:	024513-024533
	A/P Draft to P.E.R.S.	000000
	A/P Draft to State of CA	000000
	A/P Draft to I.R.S.	000000
	Voids:	024515, 024525
000671	A/P Checks:	024534-024630
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Voids:	024562, 024585, 024586

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

Denise Collin 9/22/16

Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 09/10/16
Pay Date of 09/15/16
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 9/12/16
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 9/12/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01203	DENISE COLLIN							
C-CHECK	DENISE COLLIN	VOIDED	V 9/14/2016			024515		43.74CR
00489	STEVE WICKSTRUM							
C-CHECK	STEVE WICKSTRUM	VOIDED	V 9/14/2016			024525		291.92CR
C-CHECK	VOID CHECK		V 9/21/2016			024562		
C-CHECK	VOID CHECK		V 9/21/2016			024585		
C-CHECK	VOID CHECK		V 9/21/2016			024586		

* * 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:	5	VOID DEBITS 0.00		
		VOID CREDITS 335.66CR		
		335.66CR	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			5	335.66CR	0.00	0.00
BANK:	TOTALS:		5	335.66CR	0.00	0.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/09/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00049	STATE OF CALIFORNIA I-T2 201609121134 State Withholding	D	9/14/2016	8,905.94		000000		8,905.94
00128	INTERNAL REVENUE SERVICE I-T1 201609121134 Federal Withholding I-T3 201609121134 FICA Withholding I-T4 201609121134 Medicare Withholding	D	9/14/2016	27,043.20 24,898.52 6,240.62		000000 000000 000000		58,182.34
00187	CALPERS I-PBB201609121134 PERS BUY BACK I-PBP201609121134 PERS BUY BACK I-PEB201609121134 PEPRRA EMPLOYEES PORTION I-PER201609121134 PERS EMPLOYEE PORTION I-PRB201609121134 PEPRRA EMPLOYER PORTION I-PRR201609121134 PERS EMPLOYER PORTION	D	9/14/2016	66.87 161.96 2,092.14 8,982.09 2,194.23 9,934.52		000000 000000 000000 000000 000000 000000		23,431.81
09182	CALPERS I-100000014827472 Unfunded Accrued Liab. 9/16 I-100000014827487 Unfunded Accrue Liab. 9/16	D	9/15/2016	18,119.49 30.35		000000 000000		18,149.84
01325	Aflac Worldwide Headquarters I-934694 Supplemental Insurance 9/16	R	9/14/2016	4,785.66		024513		4,785.66
01153	RUSS BAGGERLY I-Aug 16 Reimburse Mileage 8/16	R	9/14/2016	24.84		024514		24.84
01483	CORVEL CORPORATION I-6104837381 Bill Review	R	9/14/2016	9.50		024516		9.50
01647	JOEL COX I-Sept 16 Safety Boots	R	9/14/2016	170.00		024517		170.00
00086	E.J. Harrison & Sons Inc I-6663 Acct#1C00054230 I-6664 Acct#1C00054240	R	9/14/2016	5,379.00 149.71		024518 024518		5,528.71
01270	SCOTT LEWIS I-Aug 16 Reimburse Expenses 8/16	R	9/14/2016	77.26		024519		77.26
02658	Liebert Cassidy Whitmore I-1426194 Matter#CA18200001	R	9/14/2016	405.00		024520		405.00
02900	Greg Romey I-Aug 16 Reimburse Mileage 8/16	R	9/14/2016	111.24		024521		111.24

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/09/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02475	Rutan & Tucker, LLP I-756307 Acct#029518001 8/16	R	9/14/2016	18,798.07		024522		18,798.07
00621	Southern California Permanente I-060616b DOS 6/6/16, Claim # 16-22969	R	9/14/2016	99.10		024523		99.10
02643	Take Care by WageWorks I-4772847 Reimburse Medical	R	9/14/2016	368.82		024524		368.82
01203	DENISE COLLIN I-July, Aug, Sept 16 Reimburse Mileage 7/16 - 9/16	R	9/14/2016	43.74		024526		43.74
00489	STEVE WICKSTRUM I-Aug 16 Reimburse Expenses 08/16 I-July 16 Reimburse Expenses 7/16	R R	9/14/2016 9/14/2016	205.56 86.36		024527 024527		291.92
00124	ICMA RETIREMENT TRUST - 457 I-CUI201609121134 457 CATCH UP I-DCI201609121134 DEFERRED COMP FLAT I-DI%201609121134 DEFERRED COMP PERCENT	R R R	9/14/2016 9/14/2016 9/14/2016	461.54 1,859.62 89.81		024528 024528 024528		2,410.97
01960	Moringa Community I-MOR201609121134 PAYROLL CONTRIBUTIONS	R	9/14/2016	16.75		024529		16.75
00985	NATIONWIDE RETIREMENT SOLUTION I-DCN201609121134 DEFERRED COMP FLAT I-DN%201609121134 DEFERRED COMP PERCENT	R R	9/14/2016 9/14/2016	3,430.00 319.30		024530 024530		3,749.30
00180	S.E.I.U. - LOCAL 721 I-COP201609121134 SEIU 721 COPE I-UND201609121134 UNION DUES	R R	9/14/2016 9/14/2016	9.50 657.75		024531 024531		667.25
01400	STATE DISBURSEMENT UNIT I-CS4201609121134 Payroll Deduction 10-D000121	R	9/14/2016	682.14		024532		682.14
00230	UNITED WAY I-UWY201609121134 PAYROLL CONTRIBUTIONS	R	9/14/2016	60.00		024533		60.00
00021	AWA OF VENTURA COUNTY I-92116 CCWUC Luncheon 9/21/16	R	9/19/2016	560.00		024534		560.00
02587	A&M LAWNMOWER SHOP I-43071 Weedeater - O&M I-43072 Saws - Dist. Maint.	R R	9/21/2016 9/21/2016	565.45 51.39		024535 024535		616.84

VENDOR SET: 01 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE: 9/09/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02487	Abraxis, LLC							
	C-217252b							
	D-217252a	R	9/21/2016	30.00		024536		
	I-217252	R	9/21/2016	30.00		024536		
		R	9/21/2016	435.00		024536		435.00
00010	AIRGAS USA LLC							
	I-9054561768	R	9/21/2016	96.82		024537		
	I-9054659023	R	9/21/2016	94.60		024537		
	I-9054708008	R	9/21/2016	37.56		024537		
	I-9055237305	R	9/21/2016	264.34		024537		
	I-9939032537	R	9/21/2016	64.20		024537		557.52
00029	AMERICAN TOWER CORP							
	I-2245878	R	9/21/2016	1,845.59		024538		1,845.59
00014	AQUA-FLO SUPPLY							
	I-974255	R	9/21/2016	109.75		024539		
	I-975603	R	9/21/2016	44.55		024539		
	I-980907	R	9/21/2016	121.44		024539		
	I-982266	R	9/21/2016	25.60		024539		
	I-982982	R	9/21/2016	484.68		024539		
	I-983494	R	9/21/2016	31.46		024539		
	I-984955	R	9/21/2016	22.41		024539		839.89
00840	AQUA-METRIC SALES COMPANY							
	I-0062082-IN	R	9/21/2016	10,968.23		024540		
	I-0062157-IN	R	9/21/2016	8,774.58		024540		19,742.81
02179	Art Street Interactive							
	I-113302	R	9/21/2016	99.00		024541		
	I-128562	R	9/21/2016	542.15		024541		641.15
00030	B&R TOOL AND SUPPLY CO							
	I-1900887292	R	9/21/2016	416.48		024542		416.48
01062	BP Medical Supplies							
	C-E204358b	R	9/21/2016	6.38		024543		
	D-E204358a	R	9/21/2016	6.38		024543		
	I-E204358	R	9/21/2016	85.00		024543		85.00
00065	CALIFORNIA PARK & REC SOCIETY							
	I-100116	R	9/21/2016	480.00		024544		480.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/09/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00055	CASITAS BOAT RENTALS I-Aug 16 Gas Gas for Boats - LCRA	R	9/21/2016	737.61		024545		737.61
00055	CASITAS BOAT RENTALS I-Aug Cafe Passes August Cafe Passes	R	9/21/2016	1,483.40		024546		1,483.40
01843	COASTAL COPY I-687862 Copier Usage - DO	R	9/21/2016	226.33		024547		226.33
00071	COMMANDER PRINTED PRODUCTS I-102983 White Window Envelopes-Admin	R	9/21/2016	302.45		024548		302.45
00061	COMPUWAVE I-SB02084560 Printer Toner - Admin	R	9/21/2016	952.47		024549		952.47
00062	CONSOLIDATED ELECTRICAL I-9009-738295 Rockwell Tech. Support - E&M I-9009-739714 Spare Breakers - PP	R R	9/21/2016 9/21/2016	9,503.10 7,256.25		024550 024550		16,759.35
01588	CONSULTING WEST ENGINEERS I-CMWD-1605 Engineering Services - E&M	R	9/21/2016	25,320.00		024551		25,320.00
02771	Core-Rosion Products I-C2016358 Braun Mixer Motor - TP	R	9/21/2016	636.66		024552		636.66
00719	CORELOGIC INFORMATION SOLUTION I-81721881 Realquest Subscription	R	9/21/2016	137.50		024553		137.50
01483	CORVEL CORPORATION I-6104753901 Bill Review	R	9/21/2016	9.50		024554		9.50
01647	JOEL COX I-091416 T4 Certification	R	9/21/2016	105.00		024555		105.00
02869	Center for Collaborative Polic I-1068801 Pre-Mediation Asses. Serv. I-1069081 Pre-Mediation Asses. Serv.	R R	9/21/2016 9/21/2016	3,486.77 1,725.36		024556 024556		5,212.13
01001	CUSTOM PRINTING I-139960 Pink Day Use Tags - LCRA I-139961 White Day Use Tags - LCRA I-20215 Hang Tags - LCRA	R R R	9/21/2016 9/21/2016 9/21/2016	768.63 768.63 1,537.25		024557 024557 024557		3,074.51

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/09/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00079	DANIELS TIRE SERVICE I-250079822 Flat Tire Repair - Unit #89	R	9/21/2016	195.75		024558		195.75
01764	DataProse, LLC I-DP1602365 UB Mailing 7/29/16	R	9/21/2016	1,857.40		024559		1,857.40
00740	DELL MARKETING L.P. I-XK16DC3J2 Docking Station - Mgmt. I-XK1CT52F5 Dell Laptop Computer - Mgmt.	R R	9/21/2016 9/21/2016	150.49 1,482.99		024560 024560		1,633.48
02873	DK Fleet Inc. I-3889 BIT Inspection - Unit #51 I-3890 BIT Inspection - Unit #83 I-3891 Bit Inspection - Unit #80 I-3892 Bit Inspection - Unit #69 I-3893 BIT Inspection - Unit #282 I-3894 BIT Inspection - Unit # 87 I-3895 BIT Inspection - Unit #82 I-3896 BIT Inspection - Unit #53 I-3897 BIT Inspection - Unit #88 I-3898 BIT Inspection - Unit #55 I-3899 BIT Inspection - Unit #68 I-3900 BIT Inspection - Unit #89 I-3904 BIT Inspection - Unit #54 I-3905 BIT Inspection - Unit #38 I-3906 BIT Inspection - Unit #212	R R R R R R R R R R R R R R R R R	9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016	95.00 95.00 95.00 95.00 95.00 95.00 95.00 95.00 142.50 95.00 95.00 95.00 95.00 95.00 95.00 95.00 95.00		024561 024561 024561 024561 024561 024561 024561 024561 024561 024561 024561 024561 024561 024561 024561 024561 024561		1,472.50
00086	E.J. Harrison & Sons Inc I-2386 Acct#1C00054240	R	9/21/2016	149.71		024563		149.71
00488	ELECTRONIC SYSTEMS TECHNOLOGY C-31527b Accrue Sales Tax D-31527a Accrue Sales Tax I-31527 Modems & Accesories - E&M	R R R	9/21/2016 9/21/2016 9/21/2016	880.20CR 880.20 11,779.89		024564 024564 024564		11,779.89
00091	ERNST & YOUNG LLP I-US0131605012 Client#60028334	R	9/21/2016	1,159.00		024565		1,159.00
00095	FAMCON PIPE & SUPPLY I-183957 Service Line Repair Parts-PL I-184137 Service Line Repair Parts-PL I-184387 Warehouse Stock I-184393 Warehouse Stock I-184601 Warehouse Stock	R R R R R	9/21/2016 9/21/2016 9/21/2016 9/21/2016 9/21/2016	2,061.85 576.20 1,557.68 2,519.80 440.75		024566 024566 024566 024566 024566		7,156.28

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/09/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00093	FEDERAL EXPRESS I-554082680 Shipping for Management	R	9/21/2016	97.98		024567		97.98
00099	FGL ENVIRONMENTAL I-609064A Lake Nutrient Monit. 8/9/16 I-609065A Manganese Monitoring 08/09/16 I-610082A Manganese Monitoring 8/30/16	R R R	9/21/2016 9/21/2016 9/21/2016	1,162.00 115.00 70.00		024568 024568 024568		1,347.00
02710	Ford of Ventura Inc I-50346441 Driver Door Latch - Unit #19	R	9/21/2016	189.55		024569		189.55
00104	FRED'S TIRE MAN I-93583 Tires - EZ 3 I-93719 Oil Change & Filter - Unit #47 I-94254 Flat Repair - LCRA	R R R	9/21/2016 9/21/2016 9/21/2016	625.57 83.75 15.00		024570 024570 024570		724.32
02158	Google, Inc. I-3361977464 Google Apps	R	9/21/2016	750.00		024571		750.00
00115	GRAINGER, INC I-9204072343 Spill Kit - WP I-9219564441 Cabinet Steel Parts - TP	R R	9/21/2016 9/21/2016	215.44 146.16		024572 024572		361.60
01772	HASAN CONSULTANTS I-083116 LCRA Sewer Study	R	9/21/2016	11,250.00		024573		11,250.00
00596	HOME DEPOT I-4610125 AC for Ave 2 PP I-820453 Vaults Lights - DO I-941008 Framing Nailer - LCRA Maint.	R R R	9/21/2016 9/21/2016 9/21/2016	947.24 537.18 131.25		024574 024574 024574		1,615.67
00125	IDEXX DISTRIBUTION CORP I-3006904447 Lab Supplies	R	9/21/2016	271.76		024575		271.76
00127	INDUSTRIAL BOLT & SUPPLY I-170952-1 Bolts & Nuts, Line Repair - PL I-170966-1 Bolts & Nuts, Line Repair - PL I-170966-2 Bolts & Nuts, Line Repair-PL	R R R	9/21/2016 9/21/2016 9/21/2016	739.06 125.78 97.83		024576 024576 024576		962.67
00872	Irrisoft, Inc. I-5937 Weather Station Signal	R	9/21/2016	79.00		024577		79.00
00129	J.L. WINGERT CO I-363884 Pump Repair Parts - WP	R	9/21/2016	679.65		024578		679.65

VENDOR SET: 01 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE: 9/09/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02344	Janitek Cleaning Solutions							
I-24990A	Janitorial Service - DO	R	9/21/2016	1,329.00		024579		1,329.00
00131	JCI JONES CHEMICALS, INC							
I-699909	Chlorine - TP, CM 700033	R	9/21/2016	1,770.00		024580		
I-700579	Chlorine - TP, CM 700651	R	9/21/2016	1,770.00		024580		3,540.00
02203	KEYT TV							
I-308265-2	Water Park TV Ad - WP	R	9/21/2016	900.00		024581		900.00
00328	LIGHTNING RIDGE							
I-8301605	Uniform Clothing - PL	R	9/21/2016	918.83		024582		918.83
02838	Mainstreet Architects & Planne							
I-10266	District Office Remodel-Design	R	9/21/2016	3,281.25		024583		3,281.25
00151	MEINERS OAKS ACE HARDWARE							
I-734536	Socket Adapter - PL	R	9/21/2016	4.40		024584		
I-734540	Water Heater Parts-Warehouse	R	9/21/2016	350.22		024584		
I-734618	Water Heater Parts - Warehouse	R	9/21/2016	42.31		024584		
I-734751	Entry Lock,Primer,Varnish-LCRA	R	9/21/2016	91.13		024584		
I-734779	Fitting Brush & Torch Fuel-O&M	R	9/21/2016	40.04		024584		
I-734850	Lock for Cons. Closet Door-O&M	R	9/21/2016	17.60		024584		
I-734912	Lighting Parts for Ave 2 PP	R	9/21/2016	14.79		024584		
I-734975	Spray Paint,Bandanas,etc.-LCRA	R	9/21/2016	11.33		024584		
I-735095	Rule Tape - E&M	R	9/21/2016	14.66		024584		
I-735320	Screws, Wood Filler, etc.-LCRA	R	9/21/2016	39.43		024584		
I-735714	Anchor Kit, Ext Box &Cover-O&M	R	9/21/2016	15.51		024584		
I-735732	Plate Filler & Cover - LCRA	R	9/21/2016	131.87		024584		
I-735734	Sprinkler Head - PL	R	9/21/2016	20.00		024584		
I-735740	Multi Mix Cont. - LCRA	R	9/21/2016	1.06		024584		
I-735884	Sandpaper, Epoxy, Brush - TP	R	9/21/2016	13.85		024584		
I-735902	Potting Mix & Mulch - LCRA	R	9/21/2016	12.70		024584		
I-735914	Wood Cultivator & Rake - PL	R	9/21/2016	22.28		024584		
I-735949	Insect Killer - O&M	R	9/21/2016	13.64		024584		
I-735955	Pipe Fittings - LCRA	R	9/21/2016	21.51		024584		
I-735956	PVC Pipes - LCRA	R	9/21/2016	24.73		024584		
I-736111	Silicone Adhesive - TP	R	9/21/2016	5.86		024584		
I-736448	Red Flag Tape & Dowels - LCRA	R	9/21/2016	4.11		024584		
I-736607	Safety Guard Mat. for Saw - PL	R	9/21/2016	54.50		024584		
I-736812	Asphalt Patch - LCRA	R	9/21/2016	39.18		024584		
I-736994	Rakes - LCRA	R	9/21/2016	51.21		024584		1,057.92

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00149	MRC Global							
I-2905007001	Fittings for Prechlor Line -TP	R	9/21/2016	105.22		024587		105.22
02194	Draza Mrvichin							
I-090616	Services Received for August	R	9/21/2016	5,981.25		024588		5,981.25
02905	Elisa O'Keefe							
I-092016	Irrigation Controller Rebate	R	9/21/2016	250.00		024589		250.00
00163	OFFICE DEPOT							
I-862167953001	Office Supplies - DO	R	9/21/2016	355.14		024590		
I-862168122001	Office Supplies - DO	R	9/21/2016	83.14		024590		438.28
00625	OfficeTeam							
I-46582563	Admin Temp	R	9/21/2016	866.80		024591		866.80
01570	Ojai Auto Supply LLC							
I-381561	Bulb - Unit 024	R	9/21/2016	4.39		024592		
I-382670	Tail Light Bulbs - TP	R	9/21/2016	13.51		024592		17.90
00607	OJAI ELECTRIC							
I-07-2755	Circuit Breaker Repair - LCRA	R	9/21/2016	188.00		024593		188.00
00165	OJAI LUMBER CO, INC							
I-1608-790569	Fence Post Cap - LCRA	R	9/21/2016	2.55		024594		
I-1608-790669	Sign Material - LCRA	R	9/21/2016	126.38		024594		128.93
00602	OJAI TRUE VALUE							
I-51093	Ultra Grip Gloves -Water Qual.	R	9/21/2016	4.29		024595		4.29
00168	OJAI VALLEY NEWS							
I-300007294	Conservation Ad 082616	R	9/21/2016	100.00		024596		
I-300007434	Drought Summit Ad	R	9/21/2016	75.00		024596		
I-300007576	Visitors Guide Fall Ad	R	9/21/2016	350.00		024596		
I-300007754	Conservation Ad 090916	R	9/21/2016	75.00		024596		600.00
00169	OJAI VALLEY SANITARY DISTRICT							
I-18606	Cust # 20594	R	9/21/2016	169.29		024597		
I-18680	Cust # 52921	R	9/21/2016	56.43		024597		225.72
00383	ON DUTY UNIFORMS & EQUIPMENT							
I-143625	Uniforms for PSO's - LCRA	R	9/21/2016	429.91		024598		429.91

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/09/2016 THRU 9/23/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01627	OSCAR'S TREE SERVICE							
I-12560	Deadwood Removal Camp C-LCRA	R	9/21/2016	975.00		024599		
I-12565	Deadwood Removal C-41-LCRA	R	9/21/2016	975.00		024599		
I-12579	Tree Service Camp C - LCRA	R	9/21/2016	975.00		024599		
I-12580	Tree Service Camp C - LCRA	R	9/21/2016	975.00		024599		3,900.00
00959	PERIMETER SECURITY SYSTEMS							
I-409371	Knox Switch Front Gate - LCRA	R	9/21/2016	329.25		024600		329.25
00627	PORT SUPPLY							
I-3449307	Pumps for SS Relief - LCRA	R	9/21/2016	221.94		024601		221.94
02833	Praxair, Inc							
I-74261776	Liquid Oxygen - TP	R	9/21/2016	2,061.84		024602		
I-74281158	Liquid Oxygen - TP	R	9/21/2016	2,004.12		024602		
I-74288929	Liquid Oxygen - TP	R	9/21/2016	2,001.94		024602		
I-74315778	Liquid Oxygen - TP	R	9/21/2016	1,983.14		024602		
I-74340740	Liquid Oxygen - TP	R	9/21/2016	2,130.91		024602		
I-74350298	Liquid Oxygen - TP	R	9/21/2016	2,126.54		024602		12,308.49
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-7811	State Required Fuel Tank Test	R	9/21/2016	2,978.42		024603		
I-7812	Gas Tank Inspection - LCRA	R	9/21/2016	210.00		024603		
I-7813	Gas Tank Inspection -Main Yard	R	9/21/2016	210.00		024603		3,398.42
01618	REI CORPORATE & GROUP SALES							
I-9415926683	Water Jug - Fisheries	R	9/21/2016	40.30		024604		
I-9415952569	Water Filters-Fisheries	R	9/21/2016	86.99		024604		
I-9415958002	Water Jug - Fisheries	R	9/21/2016	40.30		024604		167.59
00313	ROCK LONG'S AUTOMOTIVE							
I-18948	Oil Change, Filter, etc-Unit#8	R	9/21/2016	143.15		024605		143.15
02756	SC Fuels							
I-0678621-IN	Gas - Main Yard	R	9/21/2016	2,939.68		024606		
I-0683959-IN	Gas - LCRA	R	9/21/2016	1,961.09		024606		4,900.77
01623	SCPPOA							
I-090916	Membership through 8/2016	R	9/21/2016	60.00		024607		60.00
01105	SEARS COMMERCIAL ONE							
I-T393297	Small Fridge - E&M	R	9/21/2016	153.14		024608		153.14

VENDOR SET: 01 Casitas Municipal Water D
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02003	Sostre Enterprises Inc.							
I-3217	Website Calculator - PR	R	9/21/2016	700.00		024609		700.00
00215	SOUTHERN CALIFORNIA EDISON							
I-092116	Acct#2237011044	R	9/21/2016	28.99		024610		28.99
01147	SUPERIOR GATE SYSTEMS							
I-3692	Lower Gate Repairs - DO	R	9/21/2016	2,225.00		024611		2,225.00
02643	Take Care by WageWorks							
I-4806597	Reimburse Medical	R	9/21/2016	52.18		024612		52.18
02497	Total Barricade Service, Inc.							
I-37970	Traffic Control - PL	R	9/21/2016	1,109.00		024613		1,109.00
01662	TYLER TECHNOLOGIES, INC.							
I-025-164904	Computer System Maint. - Admin	R	9/21/2016	3,125.57		024614		3,125.57
02888	UGSI Chemical Feed, Inc.							
C-SLS/30134042b	Accrue Sales Tax -SLS/30134042	R	9/21/2016	61.69CR		024615		
C-SLS/30134569b	Accrue Sales Tax	R	9/21/2016	25.96CR		024615		
D-SLS/30134042a	Accrue Sales Tax -SLS/30134042	R	9/21/2016	61.69		024615		
D-SLS/30134569a	Accrue Sales Tax	R	9/21/2016	25.96		024615		
I-SLS/30134569	Stranco Polyblend Parts - TP	R	9/21/2016	346.07		024615		346.07
00225	UNDERGROUND SERVICE ALERT							
I-820160092	123 New Ticket Charges	R	9/21/2016	184.50		024616		184.50
00185	Univar USA Inc							
I-LA270633	Bulk Chemicals - WP	R	9/21/2016	1,200.99		024617		1,200.99
00247	County of Ventura							
I-090116	Encroachment Permits	R	9/21/2016	540.00		024618		540.00
00246	VENTURA COUNTY AIR POLLUTION							
I-1036173	VCAPCD Permit	R	9/21/2016	576.00		024619		576.00
02113	Ventura County Watershed Prote							
I-090116	Watershed Coordinator	R	9/21/2016	2,600.00		024620		2,600.00
00257	VENTURA RIVER WATER DISTRICT							
I-083116	Acct#0537500A	R	9/21/2016	263.75		024621		
I-083116a	Acct#0350100A	R	9/21/2016	18.35		024621		282.10

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00258	VENTURA STEEL, INC I-185549 Front Sign Material - LCRA	R	9/21/2016	138.03		024622		138.03
09955	VENTURA WHOLESALE ELECTRIC C-219535a Correct Invoice # 219535	R	9/21/2016	0.05CR		024623		
	I-219454 Beam Clamp & Bolt - E&M	R	9/21/2016	33.97		024623		
	I-219535 Admin Vault - O&M	R	9/21/2016	30.69		024623		
	I-219612 Lighting Materials - DO	R	9/21/2016	110.19		024623		
	I-219613 Lighting Materials - DO	R	9/21/2016	87.08		024623		261.88
01283	Verizon Wireless I-9771411647 Monthly Cell Charges - DO	R	9/21/2016	896.88		024624		
	I-9771412180 Monthly Cell Charges - LCRA	R	9/21/2016	462.16		024624		1,359.04
02583	WageWorks I-125AI0486739 FSA Monthly Admin Fee	R	9/21/2016	136.40		024625		136.40
00403	WESTERN WATER WORKS SUPPLY CO. I-429430-00 Pipes & Fittings - Warehouse	R	9/21/2016	5,533.97		024626		5,533.97
00277	ZEE MEDICAL SERVICE CO. I-34112120 Restock First Aid - TP	R	9/21/2016	12.77		024627		12.77
1	LOUGHMAN III, BERNAR I-000201608311132 US REFUND	R	9/21/2016	20.34		024628		20.34
1	BARKER, DON I-000201609191135 US REFUND	R	9/21/2016	3,972.34		024629		3,972.34
1	CASTRO, GUILLERMO I-000201609211136 Re AR REFUND	R	9/21/2016	119.00		024630		119.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	113	233,580.89	0.00	233,580.89
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	4	108,669.93	0.00	108,669.93
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01 Casitas Municipal Water D
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
				INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
VENDOR SET: 01	BANK: AP	TOTALS:	NO	342,250.82		0.00		342,250.82
BANK: AP	TOTALS:		117	342,250.82		0.00		342,250.82
REPORT TOTALS:			117	342,250.82		0.00		342,250.82

SELECTION CRITERIA

VENDOR SET: 01-Casitas Mun Water Dist
VENDOR: ALL
BANK CODES: Include: AP
FUNDS: All

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 9/09/2016 THRU 9/23/2016
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: YES
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

CASITAS MUNICIPAL WATER DISTRICT

A RESOLUTION HONORING
ANDY BENITEZ
UPON HIS RETIREMENT FROM
CASITAS MUNICIPAL WATER DISTRICT

WHEREAS, Andy Benitez was hired on January 13, 2003 and has served the District for 13 years as a full time employee; and

WHEREAS, Andy Benitez has been a key employee in the District's Engineering area and has been dedicated to protecting Casitas' water lines from damage and inspecting various projects; and

WHEREAS, Andy Benitez has prepared many bid packets for needed district work; and

WHEREAS, Andy Benitez has overseen the installation of numerous water services; and

WHEREAS, Andy Benitez has chosen to retire effective September 30, 2016; and

WHEREAS, the Board of Directors wish to take proper notice and express appreciation for the dedicated service that Mr. Benitez has rendered to Casitas.

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

The Board of Directors hereby expresses its congratulations and sincere appreciation to Andy Benitez for his thirteen years of service to Casitas.

ADOPTED this 28th day of September, 2016

Pete Kaiser, President
Casitas Municipal Water District

Attest:

James W. Word, Secretary
Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT
Interdepartmental Memo**

Date: September 15, 2016
To: Steve Wickstrum, General Manager
From: Carol Belser, Park Services Manager
Subject: **2016/2017 PROPOSED FEES & CHARGES**

RECOMMENDATION

It is recommended that the Board of Directors approve all fees and charges as outlined below which were reviewed and recommended by the Recreation Committee on September 6, 2016 and schedule a public hearing for the proposed recreation fee structure.

BACKGROUND AND OVERVIEW

The United States constructed the Ventura River Project pursuant to Act of Congress (Public Law 423, 84th Cong., 2d session) approved March 1, 1956 for irrigation, furnishing water for municipal and domestic use and for providing incidental recreation and fish and wildlife benefits as defined by the report submitted to Congress by the Secretary of the Interior entitled, "Ventura River Project, California, Feasibility Report".

Since that time the Casitas Municipal Water District "District" has developed recreation facilities and operations to accommodate the visiting public and has continued to manage the facilities. On October 7, 2011 the United States Department of the Interior, Bureau of Reclamation, entered into an updated formal agreement with the District for the Maintenance and Development of Recreation Uses and Facilities at Lake Casitas. That formal recreation management agreement was a spring board for the Bureau of Reclamation "BOR" to support the District's recreation facilities financially and to date the District has received over one million dollars in federal government funding support for infrastructure maintenance and improvements.

The Lake Casitas Recreation Area "LCRA" is part of the District's responsibility, as is providing water, and the District has operated the LCRA on a user fee basis. No water revenue or property tax received by the District from residents should offset costs of the LCRA. Revenue received directly at the gate or from camping covers the costs associated with the operation. It is the intent that the Recreation Area operate with a balanced budget without subsidy from the District.

ANALYSIS

The goal of the user fees are to off-set costs and allow for the development of a fund balance that can then be used for capital improvement projects. At a glance, direct costs and direct revenue dollars balance, but the LCRA also relies on administrative services provided by District staff such as the finance department, payroll, human resources, General Manager and the Board. The formula used for the District to recoup these costs is based on the total number of full-time and part-time staff and the percentage they represent for both the "Recreation" and "Water" side. This formula fluctuates annually

and the dollar amount is represented as the administrative overhead % in the budget. This representing percent changes with the actual number of full-time and part-time employees in any particular fiscal year.

Staff costs are the single highest cost of LCRA operations, second is the administrative overhead. The Recreation Area is in motion to hire additional staff for a Park Ranger division. Additionally, benefit costs also increase. Full-time employee wages also increase in sync with the cost of living and part-time with changes in the minimum wage. It is recommended, since staff costs increase and administrative overhead increases the identified user fees should also adjust.

Although camping was raised in early 2016, the need for additional revenue was identified and an approximate 5% increase is recommended. Vehicle entry fees during weekends and holidays between Easter and Labor Day were also identified for an increase. The last time the vehicle entry fee was raised was in 2008. The increase for vehicle use only affects weekend days during the high season and holidays between Easter and Labor Day. The recommended fee is an increase from \$15.00 to \$20.00 per vehicle. Weekday and off season will remain the same at \$10.00 per vehicle as it has been since 2008.

The fee schedule recommendation was discussed at the Recreation Committee meeting on August 2, 2016 and again reviewed and approved for forwarding to the Board on September 6, 2016. Anticipated additional revenue received for the increase is over \$100,000 per fiscal year.

LAKE CASITAS RECREATION AREA – PUBLIC USE FEES

DAY USE FEES:	Current	Current Sat-Sun & Holidays	Recommend	Sat-Sun & Holidays
	Non Season	Easter W/E thru Labor Day	Non Season	Easter W/E thru Labor Day
1. Motor Vehicle Permits:				
Per day, per motor vehicle	\$10.00	\$15.00	\$10.00	\$20.00
Per day, per passenger bus	\$30.00	\$30.00	\$30.00	\$30.00
2. Pet Permits:				
Per day, per animal	\$2.00	\$2.00	\$2.00	\$2.00
(1 Pet Free with FV Annual Decal				
3. Boat Permits:				
Per day, per boat (Subject to Quarantine)	\$13.00	\$13.00	\$13.00	\$13.00
Per day, per canoe, kayak (Subject to Quarantine)	\$3.00	\$3.00	\$3.00	\$3.00
Non-Emergency Boat Tow	\$50.00	\$50.00	\$50.00	\$50.00
Tamper Proof Cable & Lock	\$55.00	\$55.00	\$55.00	\$55.00
4. Annual Permits:				
Frequent Visitor Annual Decal	\$120.00	\$120.00	\$120.00	\$120.00
2nd FV Annual Decal (Same household only)	\$60.00	\$60.00	\$60.00	\$60.00
3rd FV Annual Decal (Same household only)	\$30.00	\$30.00	\$30.00	\$30.00
Subsequent FV Decals 1/2 of previous (Limit 8 total)				
Annual Boat Permit	\$130.00	\$130.00	\$130.00	\$130.00
Annual Canoe/Kayak Permit	\$35.00	\$35.00	\$35.00	\$35.00
Replacement/transfer of Annual Permit	\$3.00	\$3.00	\$3.00	\$3.00
5. Picnic Area Reservation:	\$150.00	\$150.00	\$150.00	\$150.00
6. Casitas Water Adventure				
Single Splash Pass	\$12.00	\$14.00	\$12.00	\$14.00
Late Day Pass recommend last 3 hours	\$6.50	\$6.50	\$6.50	\$6.50
2 Day Pass (Total for two consecutive days)	\$22.00- \$26.00	\$22.00 - \$26.00	\$22.00 - \$26.00	\$22.00- \$26.00
Season Pass	\$65.00	\$65.00	\$65.00	\$65.00
Group Sales 35 minimum	\$10.00	\$10.00	\$10.00	\$10.00
Reservation Fee	\$9.00	\$9.00	\$9.00	\$9.00
		Fri- Sat & Holidays		Fri- Sat & Holidays
Camping/ Overnight Fees:		Easter W/E thru Labor Day		Easter W/E thru Labor Day
1. Non-Refundable Reservation Fee, Per Site	\$9.00	\$9.00	\$9.00	\$9.00
Cancel/Change Reservation Fee, Per Site	\$5.00	\$5.00	\$5.00	\$5.00
2. Camping Permits:				

	Current	Fri- Sat & Holidays	Recommend	Fri- Sat & Holidays
	Non Season	Easter W/E thru Labor Day	Non Season	Easter W/E thru Labor Day
Per camping night, per vehicle, per site				
Maximum in all sites - 6 persons				
Tent Sites:	\$26.50	\$31.50	\$30.00	\$35.00
Basic hook-up sites				
Electric & water only	\$36.50	\$42.00	\$38.00	\$45.00
Deluxe hook-up sites				
for self contained units, includes				
concrete pad with grass	\$47.50	\$52.50	\$50.00	\$55.00
Executive hook-up sites				
for self contained units includes, concrete pad				
with grass & sewer hook-up	\$57.50	\$63.00	\$60.00	\$66.00
Overflow , per fully self-contained unit, per night	\$42.00	\$42.00	\$42.00	\$42.00
Extra vehicle drive in , per night, per vehicle - based on availability	\$12.50	\$18.00	\$12.50	\$18.00
Per Person, Per Night Fee (Every person over 6 per site)	\$5.00	\$5.00	\$5.00	\$5.00
Late Check-Out/Renewal Fee	\$21.00	\$21.00	\$21.00	\$21.00
Boat permit , per night, per boat (Subject to Quarantine)	\$10.00	\$10.00	\$10.00	\$10.00
Canoe/Kayak permit , per night/unit (Subject to Quarantine)	\$4.00	\$4.00	\$4.00	\$4.00
Pet permit , per night, per animal (1 Pet Free with FV Annual Decal)	\$3.00	\$3.00	\$3.00	\$3.00
3. Organizational Camping:				
Lake & Owl Group Camp Areas - Reservation Fee	\$90.00	\$90.00	\$90.00	\$90.00
Owl Court - Per camping night, per vehicle (10 min.)	\$31.50	\$31.50	\$35.00	\$35.00
Trout Group Camp Area – Reservation Fee	\$90.00	\$90.00		
Trout - Per camping night, per vehicle (10 minimum)	\$31.50	\$31.50	\$35.00	\$35.00
Pollywog Group Camp Area – Reservation Fee	\$45.00	\$45.00	\$45.00	\$45.00
Pollywog – Per camping night, per vehicle (5 min.)	\$31.50	\$31.5	\$35.00	\$35.00
4. Recreational Vehicle Storage:				
Per calendar month non pull-through space	\$84.00	\$84.00	\$84.00	\$84.00
After the 15th day of the month	\$42.00	\$42.00	\$42.00	\$42.00
Per calendar month pull-through space	\$102.00	\$102.00	\$102.00	\$102.00
After the 15th day of the month	\$51.00	\$51.00	\$51.00	\$51.00
Impound Fee /Each – Cuff on & Cuff Off	\$25.00	\$25.00	\$25.00	\$25.00

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION SETTING THE TIME AND PLACE FOR A PUBLIC
HEARING TO CONSIDER PROPOSED FEES AND CHARGES FOR
LAKE CASITAS RECREATION AREA

WHEREAS, it is recommended that the Board of Directors schedule the date of October 26, 2016, during the regular meeting of the Board of Directors, to hold a public hearing to consider approval of the 2016/2017 Proposed Fees and Charges for Lake Casitas Recreation Area.

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

1. A public hearing will be conducted for the purpose of considering the proposed fees and charges for Lake Casitas Recreation Area.

2. The place of said hearing is hereby fixed at the Casitas Municipal Water District Board Room located at 1055 Ventura Ave., Oak View, CA. The date and time for said hearing is hereby fixed as October 26, 2016, at 3:00 p.m.

ADOPTED this 28th day of September, 2016.

Pete Kaiser, President
Casitas Municipal Water District

ATTEST:

James W. Word, Secretary
Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: LINDSAY CAO, CIVIL ENGINEER
SUBJECT: ADOPT RESOLUTION TO AWARD CONTRACT –VENTURA AVENUE PUMP PLANT NO.1 ELECTRICAL UPGRADE, SPECIFICATION 16-383
DATE: SEPTEMBER 28, 2016

RECOMMENDATION:

It is recommended that the Board of Directors adopt the resolution accepting a proposal submitted by the lowest responsible and responsive bidder and award the contract for construction of the Ventura Avenue Pump Plant No. 1 Electrical Upgrade, Specification 16-383 to Oilfield Electric and Motor of Ventura in the amount of \$400,960. It is further recommended that the President of the Board execute the agreement for said work and the Board authorize staff to proceed with the administration of the contract.

BACKGROUND AND DISCUSSION:

The Ventura Avenue Pump Plant No.1 is in need of electrical upgrades to improve the efficiency of the facility and bring the facility into current code compliance. This project includes installation of new switchgear and connecting it to the existing systems; installation of new underground conduits from the transformer to the new switchgear per Southern California Edison requirements; and installation of low voltage panel.

The project was advertised through F.W. Dodge and on the District's web site. The bid announcement was sent to six firms. Four bidders completed the non-mandatory job walk. Five firms submitted proposals. The bid results are

FIRM	AMOUNT
Oilfield Electric & Motor	\$400,960.00
GA Technical Services, Inc.	\$417,550.00
Venco Electric, Inc.	\$429,000.00
Taft Electric Company	\$446,888.00
Serviteck Solutions	\$570,338.52

The FY 2016-17 Budget allocated \$450,000 to complete this project. The project is categorically exempt from CEQA per Section 15301 and 15302.

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION AWARDING A CONTRACT
FOR THE VENTURA AVENUE NO.1 PUMP PLANT ELECTRICAL UPGRADE
SPECIFICATION 16-383**

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

WHEREAS, the Ventura Avenue No.1 Pump Plant is a critical component in the District's water transmission system, and

WHEREAS, the District received two bids, with the lowest responsive bid submitted by Oilfield Electric and Motor Inc. in the sum of \$400,960.00.

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

1. That the bid from Oilfield Electric and Motor Inc. in the amount of \$400,960.00 be accepted for the Ventura Avenue No.2 Pump Plant Electrical Upgrades, Specification 16-383 and a contract awarded.
2. Pursuant to title 14, California Code of Regulations, Section 15301 and 15302, the board finds that the project is categorically exempt from the requirements of the California Environmental Quality Act; and
3. That staff is hereby authorized and directed to proceed with the administration of the contract.

ADOPTED this _____ day of _____, 2016.

Pete Kaiser, President
Casitas Municipal Water District

ATTEST:

James W. Word, Secretary
Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: SUSAN MCMAHON, WATER QUALITY SUPERVISOR
SUBJECT: ACCEPT PROPOSAL AND ENTER INTO AN AGREEMENT WITH GANTZER WATER RESOURCES ENGINEERING, LLC TO PROVIDE HYPOLIMNETIC OXYGENATION SYSTEM (HOS) OPERATIONAL SUPPORT.
DATE: SEPTEMBER 14, 2016

RECOMMENDATION:

It is recommended that the Board of Directors accept the proposal and enter into an agreement with Water Resources Engineering, LLC (Gantzer Water) in an amount not to exceed \$21,200 from account 11-5-42-5912-00, Capital Services and Supplies to provide hypolimnetic oxygenation system (HOS) operational support.

BACKGROUND:

Lake Casitas has a history of water quality problems caused by low dissolved oxygen levels, which ultimately result in water quality problems for the treatment plant and for our customers. The problems were getting progressively worse as Lake Casitas water levels continued to lower, which resulted in an increase of customer complaints and higher manganese concentrations. There have been notable improvements in water quality after the HOS became operational during the fall of 2015.

In order to maximize efficiency and reduce the operational costs associated with monitoring and selection of oxygen flow rates, Gantzer Water has prepared a proposal to provide guidance with determining the location and depths of remotely deployed sensors, plus reviewing the data and providing feedback for HOS operational support for one year during the time of HOS operation (approximately March through November).

The intention is to bring all available data, such as profile data, remote data, water surface elevation data, withdrawal data, and HOS operational data together to provide a representative picture of water quality conditions to best recommend HOS operation. Gantzer Water was a team member of the design and operational implementation of the HOS, therefore having first-hand knowledge of Casitas' history and need of a HOS.



Casitas Reservoir Proposal to Provide HOS Operational Support

PREPARED FOR: Susan McMahon (Casitas Municipal Water District)
 PREPARED BY: Paul Gantzer
 DATE: August 29, 2016

Per the email dated August 26, 2016, I would like to present the following proposal to Casitas Municipal Water District to provide hypolimnetic oxygenation system (HOS) operational support for the Casitas Reservoir.

Gantzer Water would like to propose providing guidance to determine the location and depths of remotely deployed sensors and review with weekly feedback of all available data for HOS operational support for one year. The proposed budget covers 36 hours to review available data to determine most representative elevations to track water quality, both in the bulk water and relative to withdrawal elevations to the treatment plant. Monitoring throughout the year is separated into 36 data sets during the majority of HOS operation slated between March and November and 4 data sets during winter between November and March. It is estimated that each series of data sets will require a total of four (4) hours per week to consolidate, analyze and report, including up to an hour per week for conferencing to discuss results. It would be the intention of the operational support to bring all available data, such as profile data, remote data, water surface elevation data, withdrawal data, and HOS operational data together to provide a representative 'big picture' of water quality conditions to best recommend HOS operation. Compensation would be as follows:

Table of Compensation	Weeks	Hours	Rate (\$/hr)	Line cost
Data setup and analysis		32.0	100	\$ 3,200
March – November: Data analysis, reporting, and HOS support	36	4.00	100	\$ 16,200
November – March: Data analysis, reporting, and HOX support	4	4.00	100	\$ 1,800
TOTAL				\$ 21,200

Please contact me if you have any questions. I look forward to working with you on this project.

Kind Regards,

Paul Gantzer

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: OPERATIONS & MAINTENANCE MANAGER
FROM: TREATMENT PLANT SUPERVISOR
SUBJECT: RESTORATION OF INTAKE SCREEN ASSEMBLY # 3
DATE: SEPTEMBER 19, 2016

RECOMMENDATION:

It is recommended that the Board of Directors approve a purchase order to West Coast Welding and Construction Inc. in the amount of \$20,238.88 for the restoration and coating of the dam intake screen assembly #3.

BACKGROUND AND DISCUSSION:

The intake structure was originally constructed by the U.S. Bureau of Reclamation in the late 1950's to screen water as it moved from the lake into the casitas dam intake structure. The existing structure is comprised of nine inlet ports which allow for selective removal of water from various lake elevations. An intake screen is located at each of the ports and prevent large debris and fish from entering into the treatment plant facility. The intake screen assembly #3 has been in continuous service since 1959 and at present, exhibits a need for corrosion removal, coatings application, and replacement of screen material.

The project was advertised on the District's web site, five bidders completed the mandatory job walk and submitted proposals:

<u>Dekan Construction Corp.</u>	David Bader	(\$48,760.00)
<u>C.D. Lyon Inc.</u>	Jeff Danebrock	(\$31,165.00)
<u>West Coast Welding</u>	Alex Sapien	(\$20,238.88)
<u>Clark Engineering Construction</u>	Todd Holder	(\$55,807.00)
<u>Welsona Iron & Engineering</u>	Dan Murphy	(\$46,500.00)

The work required to restore the intake screen assembly #3 is specialized work. West Coast Welding Inc. has performed similar restoration projects for Casitas in 2013 and 2014 including the restoration of intake screen assembly #8 and has demonstrated quality workmanship. District staff are confident in their ability to accomplish the above work. West Coast Welding Inc. has an active contractor's license and is registered with the Department of Industrial Relations.

FUNDING:

The FY 2016 - 2017 capital budget contains funds in the amount of \$35,000.000 for the project.

CASITAS MUNICIPAL WATER DISTRICT
Minutes

DATE: September 20, 2016
TO: Board of Directors
FROM: Assistant to General Manager, Rebekah Vieira
Re: Personnel Committee Meeting of September 12, 2016

RECOMMENDATION:

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

MEETING:

1. **Roll Call.** Directors Mary Bergen and Jim Word
Steve Wickstrum, General Manager
Rebekah Vieira, Assistant to General Manager
Employees: Carol Belser, Joe Evans, Cinnamon McIntosh
Public: Suzi Taylor

2. **Public Comments.**
None

3. **Board/Manager comments.**
None

4. **Discussion regarding recruitments.**
 - a. Utility Worker Positions – interviews were completed and the two employees will start on September 19th.
 - b. Rangers – interviews were conducted and we are scheduling another round of interviews at the end of this month.
 - c. Assistant GM – Interviews were conducted and a decision is pending
 - d. Dam Tender – Interviews conducted and offer made and accepted by an internal candidate.
 - e. Treatment Plant Operator III – Position just opened due to filling the Dam Tender position.
 - f. Customer Service/Accounting Technician position open and posted internally.
 - g. Engineer Technician – Position opened and posted internally.

5. **Discussion regarding the creation of the Park Ranger/Park Services Officer Division Officer position.**

The Committee discussed the information that was provided in the board agenda packet clarifying that the position is not a contractor or consultant. There was discussion regarding the assignment of this position to a management designation. The General Manager explained that he does not see this position as a temporary need.

Suzi Taylor questioned why the position is not created as a supervisory position and if that was to get around the collective bargaining unit. Ms. Taylor asked about the proposed pay and stated that she reviewed the budget and the budgeted positions are in the par ranges of \$23 -\$28/hour and some up to \$39 an hour. Mr. Wickstrum explained that the proposed pay is \$86,349 per year and this is a new position that was not included in the budget but there is money available in the budget for the position. Ms. Taylor asked if the position would be a peace officer or not. Mr. Wickstrum added that it is not as it is currently written and Mr. Taylor added that it is something to consider and it would be helpful to have that authority and qualified immunity.

The meeting was adjourned at 4:59 p.m.

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
09/21/16**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
	Federal Farm CR Bank	31331VWN2	4/13/2026	\$932,708	\$925,639	1.901%	5/9/2016	4.77%	3442
*TB	Federal Farm CR Bank	3133EFK71	3/9/2026	\$854,249	\$844,494	2.790%	3/28/2016	4.35%	3408
*TB	Federal Farm CR Bank	3133EFNR4	11/18/2024	\$808,572	\$800,250	2.870%	11/18/2015	4.12%	2937
*TB	Federal Farm CR Bank	3133EFYH4	2/8/2027	\$1,015,481	\$1,002,580	3.000%	3/24/2016	5.17%	3737
*TB	Federal Farm CR Bank	33133EFHV2	10/13/2022	\$587,878	\$580,215	2.200%	10/23/2015	2.99%	2182
*TB	Federal Home Loan Bank	313379EE5	6/14/2019	\$1,368,083	\$1,370,574	1.625%	10/3/2012	7.06%	983
*TB	Federal Home Loan Bank	3130A0EN6	12/10/2021	\$544,685	\$537,040	1.107%	5/9/2016	2.77%	1879
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$770,380	\$762,819	2.875%	2/19/2016	3.93%	3142
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$475,019	\$460,957	1.203%	7/14/2016	2.38%	2507
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$939,561	\$911,983	1.203%	7/14/2016	4.70%	2507
*TB	Federal Home Loan Bank	3133XFKF2	6/11/2021	\$665,573	\$669,469	5.625%	1/16/2013	3.45%	1700
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,042,774	\$1,050,010	5.125%	1/3/2012	5.41%	416
*TB	Federal Home Loan MTG Corp	3137EADB2	1/13/2022	\$677,300	\$697,021	2.375%	9/8/2014	3.59%	1912
*TB	Federal National Assn	3135G0ES80	11/15/2016	\$683,441	\$684,052	1.375%	3/12/2012	3.52%	54
*TB	Federal National Assn	31315P2J7	5/1/2024	\$806,309	\$790,533	1.721%	5/1/2016	4.07%	2740
*TB	Federal National Assn	3135G0ZR7	9/6/2024	\$1,484,667	\$1,485,773	2.625%	5/25/2016	7.66%	2865
*TB	Federal National Assn	3135G0K36	4/24/2026	\$2,531,966	\$2,534,650	2.125%	5/25/2016	13.06%	3453
*TB	US Treasury Inflation Index NTS	912828JE10	7/15/2018	\$1,126,685	\$1,159,665	1.375%	7/6/2010	5.98%	654
*TB	US Treasury Inflation Index NTS	912828MF4	1/15/2020	\$1,125,119	\$1,175,221	1.375%	11/18/2015	6.06%	1194
*TB	US Treasury Note	912828WE6	11/15/2023	\$768,768	\$829,635	2.750%	12/13/2013	4.28%	2574
	Accrued Interest				\$133,889				
	Total in Gov't Sec. (11-00-1055-00&1065)			\$19,209,218	\$19,406,468			99.98%	
	Total Certificates of Deposit: (11.13506)			\$0	\$0			0.00%	
**	LAIF as of: (11-00-1050-00)		N/A	\$449	\$449	0.61%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,854	\$2,854	0.68%	Estimated	0.01%	
	TOTAL FUNDS INVESTED			\$19,212,521	\$19,409,771			100.00%	
	Total Funds Invested last report			\$19,220,549	\$19,508,936				
	Total Funds Invested 1 Yr. Ago			\$19,026,823	\$19,174,111				
****	CASH IN BANK (11-00-1000-00) EST.			\$5,570,650	\$5,570,650				
	CASH IN Western Asset Money Market			\$3	\$3	0.01%			
	TOTAL CASH & INVESTMENTS			\$24,783,174	\$24,980,424				
	TOTAL CASH & INVESTMENTS 1 YR AGO			\$22,418,092	\$22,565,380				

- *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.