



Board Meeting Agenda

Russ Baggerly, Director
Angelo Spandrio, Director
Brian Brennan, Director

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT

Meeting to be held at the
Casitas Board Room
1055 Ventura Ave.
Oak View, CA 93022

February 27, 2019 @ 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. Roll Call
2. Public comments (Items not on the agenda – three minute limit).
3. General Manager comments.
4. Board of Director comments.
5. Board of Director Verbal Reports on Meetings Attended.
6. Consent Agenda
 - a. Minutes from the February 13, 2019 meeting.

RECOMMENDED ACTION: Adopt Consent Agenda.
7. Review of District Accounts Payable Report for the Period of 2/07/19 - 2/20/19.

RECOMMENDED ACTION: Motion approving report.
8. Recommendation to deny request by Sam Chang for relief of the Conservation Penalty totaling \$345.00.

RECOMMENDED ACTION: Motion denying request.

9. Recommendation to deny request by Richard Hodges for relief of the Conservation Penalty totaling \$805.00.

RECOMMENDED ACTION: Motion denying request.

10. Recommendation to deny request by Stephanie Beas for relief of the Conservation Penalty totaling \$255.00.

RECOMMENDED ACTION: Motion denying request.

11. Consideration of Surplus sale of District Assets.

RECOMMENDED ACTION: Motion approving sale of surplus District assets as presented.

12. Authorize General Manager to complete necessary agreements to open a Custodial Account with U.S. Bank.

RECOMMENDED ACTION: Motion approving authorization.

13. Consideration of Upper Ventura River Groundwater Agency funding request.

RECOMMENDED ACTION: Direction to Staff.

14. Authorize General Manager to Issue a Task Order to MNS Engineers, Inc, for professional engineering services for Emily Street and Canada Street Pipeline Improvements for a fee not to exceed \$55,510.

RECOMMENDED ACTION: Motion approving authorization.

15. Authorize General Manager to Issue a Task Order to Water Works Engineers, Inc, for Ventura-Santa Barbara Counties Intertie for a fee not to exceed \$762,759.

RECOMMENDED ACTION: Motion approving authorization.

16. Authorize General Manager to Sign Professional Services Agreement for Casitas-Ventura State Water Project Interconnection Preliminary Design with Kennedy Jenks for a fee not to exceed \$239,975.

RECOMMENDED ACTION: Motion approving authorization.

17. Continuing discussion regarding Stage 4 Water Supply Condition at Lake Casitas.

RECOMMENDED ACTION: Direction to Staff

18. Discussion of budget for a proposal to process a State Implementation Policy Exception with the State Water Resources Control Board for quagga-related treatment from Blankinship & Assoc./Clean Lakes, Inc. in the amount of \$85,000.

RECOMMENDED ACTION: Adopt motion approving budget

19. Discussion of Primary Water Resources Proposal of January 15th, 2019 in regard to authorizing expenditure of District counsel funds for further investigation and vetting.

RECOMMENDED ACTION: Direction to Staff and District Counsel

20. Director Request: Discussion of sending a letter of support for Ventura River Watershed Instream Flow Enhancement and Water Resiliency Regional Framework.

RECOMMENDED ACTION: Direction to Staff

21. Director Request: Discussion regarding financial participation in the Localizing California Waters Regional Summit at the Ojai Valley Inn; April 29-30, 2019.

RECOMMENDED ACTION: Direction to Staff

22. Information Items:

- a. Executive Committee Minutes.
- b. Finance Committee Minutes.
- c. Water Resources Committee Minutes.
- d. Personnel Committee Minutes.
- e. Recreation Area Monthly Report for December, 2018.
- f. Water Consumption Report
- g. Investment Report.
- h. CFD 2013-1 Improvement, Bond Funds and Project Report

23. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code §54956.9(a)
Santa Barbara Channelkeeper v. State Water Resources Control Board; City of San Buenaventura, San Francisco County Superior Court, Case No. CPF-14-513875.

24. 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
February 13, 2019

A meeting of the Board of Directors was held February 13, 2019 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. President Kaiser led the group in the flag salute.

1. Roll Call

Directors Word, Spandrio, Brennan, Baggerly, and Kaiser were present. Also present were Mike Flood, Interim General Manager, Rebekah Vieira, Clerk of the Board, and Attorney John Mathews. There were three staff members and ten members of the public in attendance.

2. Public comments (Items not on the agenda – three minute limit).

William Weirick expressed continued concern and frustration with the Ventura Public Works and the San Antonio Spreading Grounds and urged the district to open up discussions with public works to get the project operational.

Bob Daddi expressed concerns about not knowing what you are doing and continuing to hear excuses. He suggested utilizing our US Representatives as he does not see the district as being attentive to the problem with fisheries. I hear all kinds of patchwork things except solutions and when we are going to get it done. I have almost 100 letters I have got at the newspaper. There are lots of people that are unhappy. I am getting calls that it is more expensive than they thought. Someone needs to tell us when you get things done and have a timeline. It is not good business or good governance.

3. General Manager comments.

Mr. Flood provided information on the availability of State Water Project Article 2 water and United has indicated their interest in that program and I have signed up for the program on their behalf.

In the Ojai Water System, we received a call from the fire department of a leak on 2:30 in the morning and a 2930's era pipe that runs across the city has burst. Crews will continue to chase these as they have weekly for the last 18 months. Director Baggerly gave a shout out for one of our employees, Brian

Taylor, who figured out how to stop the leak so that it didn't cause the shutdown for the entire city of Ojai. He has been on and dealing with over 200 leaks within this system. Because he figured out how to close off the right valves the rest of the city is not involved. Good Job Brian.

At the Robles Diversion Facility Mr. Flood reported on the emergency work that was done to get the silt and debris removed. There is still eight or nine feet of silt in the fore bay that will need to be dealt with. We received about three feet of silt in about five days in the screen bay. It took finesse from Fisheries and us to get in there for an emergency. We are back running today. The screens will work if we have staff there attending to them.

4. Board of Director comments.

Director Word suggested that those who say nothing is happening might want to look at the engineering report in today's agenda.

Director Spandrio asked about the HR search and Mr. Flood replied that the brochure has been approved and we are trying to get the position filled by May.

Director Brennan thanked staff for their patience in providing information.

Director Kaiser reported that he accompanied the General Manager at the fish ladder and diversion canal on Friday. It is amazing to see the crew work. They love their job. They were in that muck and mud and doing the work in a timely way. It was very impressive. They are successful in what they do. Extend congratulations to staff on a job well done.

5. Board of Director Verbal Reports on Meetings Attended.

Director Spandrio attended the VRWC meeting, the OBGMA meeting and the Upper Ventura River Groundwater Agency meeting.

Director Brennan attended the VRWC meeting.

6. Consent Agenda

ADOPTED

- a. Minutes from the January 23, 2019 meeting.
- b. Minutes from the January 19, 2019 Special Meeting.

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

AYES:	Directors:	Word, Spandrio, Brennan, Baggerly, Kaiser
NOES:	Directors:	None

ABSENT: Directors: None

7. Review of District Accounts Payable Report for the Period of 1/17/19 - 2/06/19. APPROVED

On the motion of Director Brennan, seconded by Director Baggerly, the accounts payable report was approved by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser

NOES: Directors: None

ABSENT: Directors: None

8. Recommendation to deny the request of Mr. Kaneb to reverse \$1,130.00 in conservation penalties. CONTINUED

Director Kaiser reported that items 8-12 have been continued to a future board meeting to allow staff and counsel to review the conservation penalty issues.

9. Recommend approval of Mrs. Lanning's request to waive \$6,775 in over allocation penalties. CONTINUED

10. Recommend approval of Rebecca and Shaun Willhite's request to waive \$1,845.00 in conservation penalties. CONTINUED

11. Recommend approval of Roger Erickson's request to waive \$1,030.00 in conservation penalties. CONTINUED

12. Recommend approval of Don Black's request to waive the \$525.00 conservation penalty. CONTINUED

13. Recommend that the General Manager be authorized to purchase a sewage vacuum vehicle for the Lake Casitas Recreation Area in the not to exceed amount of \$94,000. APPROVED

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

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser

NOES: Directors: None

ABSENT: Directors: None

14. Continuing discussion regarding Stage 4 Water Supply Condition at Lake Casitas.

Mr. Flood discussed the provided information.

15. Authorize the General Manager to use Casitas MWD Storm Damage Reserve Funds in the amount of up to \$200,000.00 for Emergency-Related Storm Damage Activities at the Robles Fish Passage Facility for calendar year 2019. APPROVED

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

AYES: Directors: Word, Spandrio, Brennan, Baggerly,
Kaiser
NOES: Directors: None
ABSENT: Directors: None

16. Resolution releasing APN 032-0-010-040 from Casitas Municipal Water District Service Area to Ventura River Water District. ADOPTED

Bert Rapp of Ventura River Water District and owner Vincent Accaluso spoke in favor of the action.

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

AYES: Directors: Word, Spandrio, Brennan, Baggerly,
Kaiser
NOES: Directors: None
ABSENT: Directors: None

Resolution is numbered 19-07

17. Resolution releasing APN 032-0-202-105 from Casitas Municipal Water District Service Area to Ventura River Water District. ADOPTED

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

AYES: Directors: Word, Spandrio, Brennan, Baggerly,
Kaiser
NOES: Directors: None
ABSENT: Directors: None

Resolution is numbered 19-08

18. Discussion of 2019 State Water Project Table A Water Supply.

On the motion of Director Baggerly to reject Turnback Pool A, this was seconded by Director Word and approved by the following roll call vote:

AYES:	Directors:	Word, Spandrio, Brennan, Baggerly, Kaiser
NOES:	Directors:	None
ABSENT:	Directors:	None

19. Review of Board Priorities Task List.

The Board reviewed the Board Priorities Task List and heard input from Bob Daddi regarding using the same format as the engineering report as he would like to see an easy to use matrix of everything. President Kaiser cautioned Board members to be mindful of the priorities and that anything added on is outside the priorities.

On the motion of Director Word, seconded by Director Brennan, the Board Priorities Task List and a request for the General Manager to provide an ongoing status of progress, was approved by the following roll call vote:

AYES:	Directors:	Word, Spandrio, Brennan, Baggerly, Kaiser
NOES:	Directors:	None
ABSENT:	Directors:	None

20. Information Items:

- a. Monthly Engineering Status Report for February, 2019.
- b. Hydrologic Status Report for January, 2019.
- c. Recreation Committee Minutes.
- d. Water Consumption Report
- e. Investment Report.

The information items were offered by Director Word, seconded by Director Brennan and approved for filing by the following roll call vote:

AYES:	Directors:	Word, Spandrio, Brennan, Baggerly, Kaiser
NOES:	Directors:	None
ABSENT:	Directors:	None

President Kaiser moved the meeting to closed session at 4:23 p.m. with Mr. Mathews stating that we will be coming back into open session with any announcements at that time.

21. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code §54956.9(a)
Santa Barbara Channelkeeper v. State Water Resources Control Board; City of San Buenaventura, San Francisco County Superior Court, Case No. CPF-14-513875.
- b. Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code § 54956.9(d)(4) (Number of Potential Cases: 1)

President Kaiser moved the meeting to open session at 5:11 p.m. with Mr. Mathews stating board met with General Counsel on closed session items. Direction was given but there were no actions to report.

22. Adjournment.

President Kaiser adjourned the meeting at 5:12 p.m.

Brian Brennan, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 02/07/19-02/20/19
Presented to the Board of Directors For Approval February 27, 2019

Check	Payee		Description	Amount
000865	Payables Fund Account	# 9759651478	Accounts Payable Batch 021319	\$196,573.77
000866	Payables Fund Account	# 9759651478	Accounts Payable Batch 022019	\$238,601.39
				\$435,175.16
000867	Payroll Fund Account	# 9469730919	Estimated Payroll 03/14/19	\$215,000.00
			Total	\$650,175.16

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, 000865-000867 have been duly audited is hereby certified as correct.

Denise Collin

2/20/19

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.

000865	A/P Checks:	032896-032955
	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:	032910

000866	A/P Checks:	032956-033075
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Voids:	033003, 033007

Denise Collin 2/20/19
Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 02/09/19
Pay Date of 02/14/19
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 2/11/19
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

2/20/2019 11:52 AM
 ENDOR SET: 01 Casitas Municipal Water D
 ANK: * ALL BANKS
 DATE RANGE: 2/07/2019 THRU 2/20/2019

A/P HISTORY CHECK REPORT

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	2/13/2019			032910		
C-CHECK	VOID CHECK	V	2/20/2019			033003		
C-CHECK	VOID CHECK	V	2/20/2019			033007		

* * 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:	3	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			3	0.00	0.00	0.00
BANK:	TOTALS:		3	0.00	0.00	0.00

ENDOR SET: 01 Casitas Municipal Water D
 ANK: AP ACCOUNTS PAYABLE
 ATE RANGE: 2/07/2019 THRU 2/20/2019

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0049	STATE OF CALIFORNIA							
I-T2 201902121467	State Withholding	D	2/13/2019	12,665.45		000000		12,665.45
0128	INTERNAL REVENUE SERVICE							
I-T1 201902121467	Federal Withholding	D	2/13/2019	32,575.10		000000		
I-T3 201902121467	FICA Withholding	D	2/13/2019	37,186.78		000000		
I-T4 201902121467	Medicare Withholding	D	2/13/2019	8,696.92		000000		78,458.80
0187	CALPERS							
I-PBB201902121467	PERS BUY BACK	D	2/13/2019	150.08		000000		
I-PBP201902121467	PERS BUY BACK	D	2/13/2019	161.96		000000		
I-PEB201902121467	PEPRA EMPLOYEES PORTION	D	2/13/2019	6,490.81		000000		
I-PEM201902121467	PERS EMPLOYEE PORTION MGMT	D	2/13/2019	2,144.40		000000		
I-PER201902121467	PERS EMPLOYEE PORTION	D	2/13/2019	6,634.81		000000		
I-PRE201902121467	PEBRA EMPLOYER PORTION	D	2/13/2019	7,261.17		000000		
I-PRR201902121467	PERS EMPLOYER PORTION	D	2/13/2019	10,315.62		000000		33,158.85
1325	Aflac Worldwide Headquarters							
I-946047	Supplemental Insurance 1/19	R	2/13/2019	5,153.67		032896		5,153.67
1703	ARNOLD LAROCHELLE MATTHEWS							
I-54779	Matter# 5088-016 12/18	R	2/13/2019	6,481.94		032897		
I-54780	Matter# 5088-001 12/18	R	2/13/2019	4,656.00		032897		
I-54781	Matter#5088-018 12/18	R	2/13/2019	528.00		032897		
I-54782	Matter#5088-021 12/18	R	2/13/2019	192.00		032897		
I-54783	Matter# 5088-020 12/18	R	2/13/2019	144.00		032897		12,001.94
1666	AT & T							
I-000012558744	Acct#9391064882	R	2/13/2019	1,035.42		032898		1,035.42
1153	RUSS BAGGERLY							
I-Jan 19	Reimburse Mileage 1/19	R	2/13/2019	76.56		032899		
I-Nov 18	Reimburse Mileage 11/18	R	2/13/2019	46.33		032899		122.89
9065	ERIC BEHRENDT							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032900		170.00
3977	Scot Byron							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032901		170.00
2787	Lindsay Cao							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032902		170.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02836	Gonzalo Carbajal-Ramirez							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032903		170.00
0208	CareIQ							
I-6/13216904-1	Patient#109793814 DOS 11/29/18	R	2/13/2019	134.30		032904		
I-6/13216907-1	Patient#109793816 DOS 11/27/18	R	2/13/2019	180.94		032904		
I-6/13216909-1	Patient#109793817 DOS 12/4/18	R	2/13/2019	130.64		032904		
I-6/13233688-1	Patient#109714162 DOS 11/27/18	R	2/13/2019	547.73		032904		
I-6/13233701-1	Patient#109714164 DOS 11/27/18	R	2/13/2019	203.91		032904		1,197.52
0511	Centers for Family Health							
I-6/13156205	Patient#42705310 DOS 10/24/18	R	2/13/2019	94.08		032905		
I-6/13156480-1	Patient#42711770 DOS 11/7/18	R	2/13/2019	100.79		032905		
I-6/13156483-1	Patient#42956480 DOS 11/21/18	R	2/13/2019	100.79		032905		
I-6/13225545-1	Patient#43187360 DOS 12/14/18	R	2/13/2019	71.83		032905		367.49
0010	KEVIN R. CHAMPLIN							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032906		170.00
03978	Virgil Clary							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032907		170.00
03035	Community Memorial Hospital/Sa							
I-6/13192902	Patient#HAS96728 DOS 11/19/18	R	2/13/2019	11,290.64		032908		11,290.64
01483	CORVEL CORPORATION							
I-6/13153960-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13156205-1	Bill Review	R	2/13/2019	14.42		032909		
I-6/13156480-1	Bill Review	R	2/13/2019	12.25		032909		
I-6/13156483-1	Bill Review	R	2/13/2019	12.25		032909		
I-6/13181129-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13181311-1	Bill Review	R	2/13/2019	139.52		032909		
I-6/13192902-1	Bill Review	R	2/13/2019	3,427.35		032909		
I-6/13199510-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13206296-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13216904-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13216907-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13216909-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13225545-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13229250-1	Bill Review	R	2/13/2019	11.55		032909		
I-6/13233688-1	Bill Review	R	2/13/2019	9.50		032909		
I-6/13233701-1	Bill Review	R	2/13/2019	9.50		032909		
I-C00205733035	Claim#1102WC190000002	R	2/13/2019	9.50		032909		
I-C00205735210	Claim#1102WC190000002	R	2/13/2019	25.00		032909		
I-C00205743970	Claim#1102WC190000002	R	2/13/2019	120.00		032909		
I-C00205761802	Claim#1102WC180000001	R	2/13/2019	25.00		032909		
I-C00205763303	Claim#1102WC190000002	R	2/13/2019	579.60		032909		
I-M134007507263	Claim#1102WC180000001	R	2/13/2019	25.00		032909		
I-M134007521972	Claim#1102WC180000001	R	2/13/2019	137.39		032909		
	Claim#1102WC180000002	R	2/13/2019	39.71		032909		4,664.04

ENDOR SET: 01 Casitas Municipal Water D
ANK: AP ACCOUNTS PAYABLE
ATE RANGE: 2/07/2019 THRU 2/20/2019

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1146 I-020519	COUNTY OF VENTURA Election Prep Costs Div 1	R	2/13/2019	518.77		032911		518.77
1647 I-021219	JOEL COX Safety Boot Stipend	R	2/13/2019	170.00		032912		170.00
1981 I-021219	Todd Evans Safety Boot Stipend	R	2/13/2019	170.00		032913		170.00
3886 I-02129	Ramiro Garcia Safety Boot Stipend	R	2/13/2019	170.00		032914		170.00
2755 I-021219	Vincent Godinez Safety Boot Stipend	R	2/13/2019	170.00		032915		170.00
1041 I-021219	DEBBIE GOMEZ Safety Boot Stipend	R	2/13/2019	170.00		032916		170.00
1898 I-021219	Eric Grabowski Safety Boot Stipend	R	2/13/2019	170.00		032917		170.00
0356 I-021219	Ken Grinnell Safety Boot Stipend	R	2/13/2019	170.00		032918		170.00
1838 I-021219	WILLIS HAND Safety Boot Stipend	R	2/13/2019	170.00		032919		170.00
1186 I-021219	GERARDO M HERRERA Safety Boot Stipend	R	2/13/2019	170.00		032920		170.00
1272 I-021219	LISA KOLAR Safety Boot Stipend	R	2/13/2019	170.00		032921		170.00
13888 I-021219	Eric Lara Safety Boot Stipend	R	2/13/2019	170.00		032922		170.00
12671 I-021219	Tim Lawson Safety Boot Stipend	R	2/13/2019	170.00		032923		170.00
12640 I-021219	Ivan Lopez Safety Boot Stipend	R	2/13/2019	170.00		032924		170.00
12215 I-021219	Scott MacDonald Safety Boot Stipend	R	2/13/2019	170.00		032925		170.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 2/07/2019 THRU 2/20/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03484	Mario Mariscal							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032926		170.00
03485	Levi Maxwell							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032927		170.00
02299	Cinnamon McIntosh							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032928		170.00
00497	SUSAN McMAHON							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032929		170.00
02129	Tracy Medeiros							
I-020819	Workers Comp 1102WC180000001	R	2/13/2019	2,129.42		032930		
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032930		2,299.42
03815	Luis Mejia							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032931		170.00
00812	KEVIN NGUYEN							
I-Jan 19	Reimburse Mileage 1/19	R	2/13/2019	46.40		032932		46.40
00625	OfficeTeam							
I-52401756	Conservation Temp	R	2/13/2019	462.92		032933		
I-52734854	Conservation Temp	R	2/13/2019	456.03		032933		
I-52760854	Admin Temp	R	2/13/2019	1,030.40		032933		
I-52777459	Conservation Temp	R	2/13/2019	386.76		032933		
I-52809194	Admin Temp	R	2/13/2019	1,030.40		032933		3,366.51
02268	Curtis Orozco							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032934		170.00
00188	PETTY CASH							
I-021219	Replenish Petty Cash - DO	R	2/13/2019	491.97		032935		491.97
02637	David Pope							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032936		170.00
03979	Edgar Ramos Jr.							
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032937		170.00
03970	William Reeder							
I-020519	T4 Certification Fee	R	2/13/2019	105.00		032938		
I-021219	Safety Boot Stipend	R	2/13/2019	170.00		032938		275.00

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3887 I-021219	Michael Robles Safety Boot Stipend	R	2/13/2019	170.00		032939		170.00
3971 I-6/13181311-1	Michael M. Salehpur MD Patient#0019017532 DOS11/19/18	R	2/13/2019	1,341.49		032940		1,341.49
2993 I-021219	Steven Sharp Safety Boot Stipend	R	2/13/2019	170.00		032941		170.00
1944 I-021219	Luke Soholt Safety Boot Stipend	R	2/13/2019	170.00		032942		170.00
0215 I-020919	SOUTHERN CALIFORNIA EDISON Acct#2397969643	R	2/13/2019	10,886.97		032943		10,886.97
2332 I-021219	Jordan Switzer Safety Boot Stipend	R	2/13/2019	170.00		032944		170.00
0498 I-021219	BRIAN TAYLOR Safety Boot Stipend	R	2/13/2019	170.00		032945		170.00
3180 I-021219	Cameron Tindle Safety Boot Stipend	R	2/13/2019	170.00		032946		170.00
1121 I-6/13181129-1	Ventura Anesthesia Medical Gro Patient#VN00008258270 DOS11/19	R	2/13/2019	808.48		032947		808.48
9775 I-6/13153960-1 I-6/13199510-1	VENTURA ORTHOPEDICS MEDICAL GR Patient#1243579 DOS 11/6/18 Patient#1256898 DOS 11/9/18	R R	2/13/2019 2/13/2019	300.04 219.11		032948 032948		519.15
1101 I-Jan 19	REBEKAH VIEIRA Reimburse Mileage 1/19	R	2/13/2019	5.22		032949		5.22
3940 I-103829 I-103833 I-103834	Wai & Connor LLP Claim#1102WC170500002 Claim#1102WC180000002 Claim#1102WC030500101	R R R	2/13/2019 2/13/2019 2/13/2019	1,357.20 793.30 363.90		032950 032950 032950		2,514.40
1412 I-021219	AARON WALL Safety Boot Stipend	R	2/13/2019	170.00		032951		170.00
0102 I-G03201902121467	FRANCHISE TAX BOARD Payroll Deduction	R	2/13/2019	50.00		032952		50.00

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0124	I-DCI201902121467							
	ICMA RETIREMENT TRUST - 457 DEFERRED COMP FLAT	R	2/13/2019	575.00		032953		575.00
0985	I-CUN201902121467							
	NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP	R	2/13/2019	230.77		032954		
	I-DCN201902121467	R	2/13/2019	5,260.39		032954		
	I-DN%201902121467	R	2/13/2019	421.87		032954		5,913.03
0180	I-COP201902121467							
	S.E.I.U. - LOCAL 721 SEIU 721 COPE	R	2/13/2019	37.00		032955		
	I-UND201902121467	R	2/13/2019	858.25		032955		895.25
0012	I-5665-648825							
	ALL-PHASE ELECTRIC SUPPLY CO. Montana Cuyama Vault - EM	R	2/20/2019	466.85		032956		
	I-5665-649559	R	2/20/2019	311.73		032956		778.58
3044	C-1KPJ-QKTN-VCWQb							
	Amazon Capital Services Accrue Use Tax	R	2/20/2019	9.79CR		032957		
	C-1X74-NH6F-QYY1b	R	2/20/2019	2.83CR		032957		
	D-1KPJ-QKTN-VCWQa	R	2/20/2019	9.79		032957		
	D-1X74-NH6F-QYY1a	R	2/20/2019	2.83		032957		
	I-1KG9-PPJJ-99C1	R	2/20/2019	415.92		032957		
	Tires - Unit 9393 & 9394	R	2/20/2019	135.00		032957		
	I-1KPJ-QKTN-VCWQ	R	2/20/2019	135.00		032957		
	Electrical Safety Handbook -EM	R	2/20/2019	161.46		032957		
	I-1W6K-QT9R-4PGG	R	2/20/2019	161.46		032957		
	Vinyl Pad & Scotch Seal - EM	R	2/20/2019	38.97		032957		751.35
	I-1X74-NH6F-QYY1	R	2/20/2019	38.97		032957		
	Water Fins & Gloves - FISH	R	2/20/2019					
0029	I-2934833							
	AMERICAN TOWER CORP Tower Rent-Red Mtn.Rincon Peak	R	2/20/2019	2,013.15		032958		2,013.15
1602	I-VT00211460							
	ANGELUS BLOCK CO., INC. Block for Restroom - LCRA	R	2/20/2019	1,485.44		032959		1,485.44
0014	I-SI1320856							
	AQUA-FLO SUPPLY Valves,Fittings,Tape - UT	R	2/20/2019	114.75		032960		
	I-SI1324117	R	2/20/2019	27.76		032960		
	Silt Fence - FISH	R	2/20/2019	62.21		032960		204.72
	I-SI1324594	R	2/20/2019	62.21		032960		
	Fittings & Pipe - WP	R	2/20/2019					
1666	I-000012589559							
	AT & T Acct#9391051740	R	2/20/2019	1,044.66		032961		1,044.66
1666	I-000012594634							
	AT & T Act#9391035542	R	2/20/2019	1,241.60		032962		1,241.60

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0030	B&R TOOL AND SUPPLY CO							
I-1900925965	Grinding Wheels - PL	R	2/20/2019	96.18		032963		
I-1900926329	Barricade Lights - PL	R	2/20/2019	427.93		032963		524.11
0032	BIOVIR LABORATORIES, INC							
I-190130	Giardia/Crypto Test 1/24/19	R	2/20/2019	790.00		032964		790.00
0646	BLACKBURN MANUFACTURING CO							
I-C084630-IN	Blue Flags - ENG	R	2/20/2019	108.32		032965		108.32
1611	BURLINGTON SAFETY LABORATORY,							
I-59912	Rubber Insulating Gloves - EM	R	2/20/2019	260.41		032966		260.41
3780	Julie Byon							
I-758072	Camping Cancellation - LCRA	R	2/20/2019	175.00		032967		175.00
0463	Cal-Coast Machinery							
C-525362	Wiper Blade Return - LCRA	R	2/20/2019	8.71CR		032968		
I-525076	Mower Blade Kit - LCRA	R	2/20/2019	213.05		032968		204.34
1236	CAPPO, CA. ASSOC. OF PUBLIC							
I-300004383	Membership Dues 3/1/19-2/28/20	R	2/20/2019	130.00		032969		130.00
2859	Carpinteria Valley Water Distr							
I-ESRICOSSHARE	ESRI 50% Cost Share - ENG	R	2/20/2019	5,000.00		032970		5,000.00
0055	CASITAS BOAT RENTALS							
I-Jan 19	Gas for Boats - LCRA	R	2/20/2019	1,069.27		032971		1,069.27
1843	COASTAL COPY							
I-834864	Copier Usage - WHS	R	2/20/2019	49.05		032972		49.05
0062	CONSOLIDATED ELECTRICAL							
I-9009-786116	Timers for PP - EM	R	2/20/2019	253.08		032973		253.08
0813	Cortech Engineering							
I-50209608	Ave 1 Pump Repair - EM	R	2/20/2019	32,028.94		032974		32,028.94
1856	DATA FLOW							
I-30846	Trailer Storage Statements-ADM	R	2/20/2019	158.32		032975		158.32
2544	Department of Justice							
I-350610	Finger Printing - DO	R	2/20/2019	64.00		032976		
I-356458	Finger Printing - DO	R	2/20/2019	32.00		032976		96.00

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE: 2/07/2019 THRU 2/20/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03982	Jill Deschamps							
I-751703	Camping Cancellation - LCRA	R	2/20/2019	109.00		032977		109.00
00662	Diamond A Equipment							
I-W06438	Full Service - Unit 121	R	2/20/2019	702.81		032978		702.81
03910	DoIT International USA, INC							
I-EI198000010	G-Suite Business 1/19	R	2/20/2019	1,060.00		032979		
I-EI198000025	G-Suite Business Add Ons 1/19	R	2/20/2019	70.00		032979		1,130.00
03983	Shelly Dutcher							
I-753272	Camping Reduction - LCRA	R	2/20/2019	360.00		032980		360.00
01981	Todd Evans							
I-Feb 19	GIS Summit Fee	R	2/20/2019	100.00		032981		100.00
02982	Joe Evans							
I-Feb 19	Reimburse Expenses 2/19	R	2/20/2019	124.98		032982		124.98
00095	FAMCON PIPE & SUPPLY							
I-215199	Pipes - PL	R	2/20/2019	2,429.21		032983		
I-215200	Valves, Joints, Fittings - PL	R	2/20/2019	4,264.26		032983		
I-215234	Pipe & Restraint Kit - PL	R	2/20/2019	2,067.78		032983		
I-215281	Valve Boxes - PL	R	2/20/2019	520.16		032983		
I-215282	Fittings & Adapters - PL	R	2/20/2019	781.85		032983		
I-215460	Meter Lid & Hand Pump - PL	R	2/20/2019	77.54		032983		
I-215652	Angle Meter Stops - PL	R	2/20/2019	398.97		032983		
I-215675	Valves - PL	R	2/20/2019	688.55		032983		
I-215676	Fittings & Adapters - PL	R	2/20/2019	142.64		032983		
I-215677	Repair Clamps - PL	R	2/20/2019	539.47		032983		
I-215680	Valves, Straps, Fittings - PL	R	2/20/2019	1,687.04		032983		
I-215780	Polyethylene - PL	R	2/20/2019	300.30		032983		13,897.77
00575	FENCE FACTORY - SATICOY							
I-412273	Chainlink OV PP - MAINT	R	2/20/2019	3,617.00		032984		3,617.00
00013	FERGUSON ENTERPRISES INC							
I-7086845	Faucet - LCRA	R	2/20/2019	388.14		032985		
I-7117544	Urinals - LCRA	R	2/20/2019	574.01		032985		962.15
00099	FGL ENVIRONMENTAL							
I-900117A	DBP Monitoring 1/3/19	R	2/20/2019	369.00		032986		
I-900304A	Nitrate Monitoring 1/8/19	R	2/20/2019	108.00		032986		
I-900632A	Nitrate Monitoring 1/15/19	R	2/20/2019	43.00		032986		
I-901012A	Nitrate Monitoring 1/22/19	R	2/20/2019	43.00		032986		563.00

ENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 2/07/2019 THRU 2/20/2019

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0716	FLO-SYSTEMS INC. I-F17308-19X007-11 Cavity Pumps - TP	R	2/20/2019	692.04		032987		692.04
0104	FRED'S TIRE MAN I-114460 Oil Service - Unit 14	R	2/20/2019	275.39		032988		275.39
2720	Garda CL West, Inc. I-10462306 Armored Truck Service	R	2/20/2019	731.40		032989		731.40
2835	Global Equipment Co., Inc. I-113805203 Tool Chest - MAINT	R	2/20/2019	168.33		032990		168.33
0115	GRAINGER, INC I-9076858886 Check Valve & Sump Pump - EM I-9080048664 Chemical Resist. Gloves -MAINT I-9085967009 Marking Paint - ENG	R R R	2/20/2019 2/20/2019 2/20/2019	504.67 54.57 86.49		032991 032991 032991		645.73
0121	HACH COMPANY I-11317624 Reagents - LAB I-11326378 Chemkey Assembly Packs - TP I-11330578 Reagents - TP	R R R	2/20/2019 2/20/2019 2/20/2019	270.43 335.83 390.00		032992 032992 032992		996.26
3984	Blanca Hernandez I-771355 Camping Cancellation - LCRA	R	2/20/2019	109.00		032993		109.00
3985	April Hinton I-773164 Camping Reduction - LCRA	R	2/20/2019	712.00		032994		712.00
0596	HOME DEPOT I-1794396 Entry Door - TP I-5900442 LED Wall Pack - LCRA I-7900312 LED Wall Pack - LCRA I-8055420 Coil Roofing Nailer - MAINT I-8460684 Eave Vents - TP I-8606709 Shingles & Window Flashing -TP	R R R R R R	2/20/2019 2/20/2019 2/20/2019 2/20/2019 2/20/2019 2/20/2019	456.90 107.72 107.72 246.75 185.50 126.27		032995 032995 032995 032995 032995 032995		1,230.86
0894	HOSE-MAN, INC. I-5257357-0001-05 Valves & Fittings - UT	R	2/20/2019	150.94		032996		150.94
3023	ID Modeling Inc. I-302-002-01 GIS Updates & Edits - ENG	R	2/20/2019	6,500.00		032997		6,500.00
0125	IDEXX DISTRIBUTION CORP I-3042390788 Vessels - LAB	R	2/20/2019	171.15		032998		171.15

VENDOR SET: 01 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE: 2/07/2019 THRU 2/20/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
10127	INDUSTRIAL BOLT & SUPPLY							
I-196173-1	Fittings & Lube - PL	R	2/20/2019	71.98		032999		71.98
12565	Industrial Networking Solution							
I-INV-1567909	Radio Switches - EM	R	2/20/2019	2,478.38		033000		2,478.38
10872	Irrisoft, Inc.							
I-6480	Weather Station Signal	R	2/20/2019	79.00		033001		79.00
19910	J.W. ENTERPRISES							
I-306687	CT Pumping - AVE 1 PP	R	2/20/2019	76.50		033002		
I-306688	CT Pumping - VILLANOVA RES.	R	2/20/2019	76.50		033002		
I-306689	CT Pumping - FAIRWAY LN	R	2/20/2019	76.50		033002		
I-306690	CT Pumping - 4M PP	R	2/20/2019	76.50		033002		
I-306691	CT Pumping - GRAND AVE	R	2/20/2019	76.50		033002		
I-306692	CT Pumping - 4M RES.	R	2/20/2019	76.50		033002		
I-306693	CT Pumping - SAN ANTONIO	R	2/20/2019	153.00		033002		
I-306694	CT Pumping - UPPER OJAI RES.	R	2/20/2019	76.50		033002		
I-306695	CT Pumping - 3M PUMP	R	2/20/2019	76.50		033002		
I-306696	CT Pumping - SIGNAL RES.	R	2/20/2019	76.50		033002		
I-306697	CT Pumping - FARIVIEW RES.	R	2/20/2019	76.50		033002		
I-306698	CT Pumping - CASITAS DAM	R	2/20/2019	76.50		033002		
I-306699	CT Pumping - RINCON TANK	R	2/20/2019	76.50		033002		
I-306700	CT Pumping - BATES RD	R	2/20/2019	76.50		033002		1,147.50
13986	Mark Lochiridge							
I-754930	Camping Cancellation - LCRA	R	2/20/2019	195.00		033004		195.00
11106	MCCROMETER, INC.							
I-520723RI	Ultra Mag Meters - TP	R	2/20/2019	18,876.70		033005		18,876.70
10151	MEINERS OAKS ACE HARDWARE							
C-863004	Water Heater Return - PL	R	2/20/2019	117.98CR		033006		
I-862352	PVC Conduit - EM	R	2/20/2019	9.35		033006		
I-862383	Adapters, Conduit, PVC - EM	R	2/20/2019	13.12		033006		
I-862939	Cables & Shovels - PL	R	2/20/2019	655.97		033006		
I-863122	Adapters & Covers - EM	R	2/20/2019	10.99		033006		
I-863199	Hoses, Shovels, Markers - PL	R	2/20/2019	307.69		033006		
I-863465	Tiedowns, Chisel, Cement -LCRA	R	2/20/2019	76.46		033006		
I-863785	Air Chuck & Inflator - LCRA	R	2/20/2019	26.52		033006		
I-863820	Gloves & Fan - MAINT	R	2/20/2019	21.26		033006		
I-863959	Covers, Bolts, Screws - EM	R	2/20/2019	15.97		033006		
I-864143	Bolts & Screws - LCRA	R	2/20/2019	4.15		033006		
I-864299	Dusters, Windex, Nuts - EM	R	2/20/2019	18.60		033006		
I-864338	Concrete Mix - WP	R	2/20/2019	17.11		033006		
I-864405	Pine & Blade - LCRA	R	2/20/2019	24.53		033006		
I-864810	Handle - FISH	R	2/20/2019	24.39		033006		
I-864924	Concrete Mix - WP	R	2/20/2019	51.32		033006		

ENDOR SET: 01 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE: 2/07/2019 THRU 2/20/2019

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-865175	Battery - UT	R	2/20/2019	48.75		033006		
I-865192	Batteries - UT	R	2/20/2019	73.14		033006		1,281.34
3701	MNS Engineers, Inc. Ol Creek Rd Pipe Relocate-ENG	R	2/20/2019	14,551.93		033008		14,551.93
2194	Draza Mrvichin Negotiator Services 1/19	R	2/20/2019	885.00		033009		885.00
3980	Gustavo Muro Safety Boot Stipend	R	2/20/2019	170.00		033010		170.00
3969	NEOGOV Subscription 8/31/18-8/30/19	R	2/20/2019	9,695.00		033011		9,695.00
2185	Oasis Technology Inc. SCADA Support 1/14-1/27	R	2/20/2019	8,031.25		033012		8,031.25
0163	OFFICE DEPOT Office Supplies - DO	R	2/20/2019	44.12		033013		
	I-269188341001 Office Supplies - DO	R	2/20/2019	195.24		033013		239.36
0625	OfficeTeam Conservation Temp	R	2/20/2019	634.98		033014		
	I-52810728 Conservation Temp	R	2/20/2019	2,246.40		033014		2,881.38
1570	Ojai Auto Supply DEF for Backhoe - Unit 121	R	2/20/2019	28.68		033015		
	I-455077 Looms & Cables - UT	R	2/20/2019	68.37		033015		
	I-455602 Lamps - Unit 16	R	2/20/2019	3.46		033015		100.51
0165	OJAI LUMBER CO, INC Concrete & Lumber - MAINT	R	2/20/2019	85.25		033016		
	I-1901-909309 Plywood,Cement,Rebar - PL	R	2/20/2019	298.69		033016		
	I-1901-909668 Wood & Concrete - WP	R	2/20/2019	311.01		033016		694.95
0169	OJAI VALLEY SANITARY DISTRICT Cust# 20594	R	2/20/2019	168.42		033017		
	I-20986 Cust # 52921	R	2/20/2019	56.14		033017		224.56
1627	OSCAR'S TREE SERVICE Tree Trimming by Cafe - LCRA	R	2/20/2019	950.00		033018		950.00

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2495 I-738290	Pacific Marine Repair Inc. Service & Repair - Unit 219	R	2/20/2019	2,764.92		033019		2,764.92
0178 I-CTCS603477	PARADISE CHEVROLET Cluster Panel - Unit 46	R	2/20/2019	665.13		033020		665.13
3829 I-2019-11	PJKCPA State Controllers Report Prep	R	2/20/2019	500.00		033021		500.00
0627 I-003658	PORT SUPPLY Rain Gear - UT	R	2/20/2019	240.24		033022		240.24
3287 I-288485	Porta-Stor Storage Container 1/8-2/7	R	2/20/2019	110.00		033023		110.00
0184 I-V599189	POWERSTRIDE BATTERY CO, INC Battery - Unit 267	R	2/20/2019	111.07		033024		111.07
1439 I-2402	PRECISION POWER EQUIPMENT Chain Saw Chain - MAINT	R	2/20/2019	88.75		033025		88.75
0042 I-9141 I-9142	PSR ENVIRONMENTAL SERVICE, INC Gas Tank Inspection - DO Gas Tank Inspection - LCRA	R R	2/20/2019 2/20/2019	220.00 220.00		033026 033026		440.00
0191 I-4899573	QUILL CORPORATION HP Printer/Scanner - MAINT	R	2/20/2019	363.58		033027		363.58
0732 I-08404901	QUINN RENTAL SERVICES Backhoe Rental - PL	R	2/20/2019	3,712.31		033028		3,712.31
3651 I-INV-0563	Rincon, LLC PR Professional Services -MGMT	R	2/20/2019	4,093.75		033029		4,093.75
3960 I-25405	Ritz Safety Fire Retardant Pants - EM	R	2/20/2019	304.83		033030		304.83
3972 I-772974	Nicole Robbs Camping Reduction - LCRA	R	2/20/2019	242.00		033031		242.00
3981 I-1-175-02	Roberts Consulting Group Inc. Professional Services HR -MGMT	R	2/20/2019	9,000.00		033032		9,000.00

VENDOR SET: 01 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE: 2/07/2019 THRU 2/20/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0313	ROCK LONG'S AUTOMOTIVE							
I-25795	Oil Service - Unit 20	R	2/20/2019	125.84		033033		
I-25804	Oil Service - Unit 44	R	2/20/2019	132.12		033033		
I-25809	Oil Service - Unit 47	R	2/20/2019	158.64		033033		416.60
1109	SALVADOR LOERA TRANSPORTATION							
I-12046	Base - LCRA	R	2/20/2019	1,038.17		033034		
I-12048	Base - LCRA	R	2/20/2019	520.00		033034		1,558.17
1107	SAWYER PETROLEUM							
I-S125197	PP Motor Oil - EM	R	2/20/2019	542.26		033035		542.26
2756	SC Fuels							
I-1355563-IN	Gas & Diesel - LCRA	R	2/20/2019	2,846.50		033036		2,846.50
3973	Michelle Shaffer							
I-752500	Camping Cancellation - LCRA	R	2/20/2019	109.00		033037		109.00
0608	SMITH PIPE & SUPPLY INC.							
I-3401362	Herbicide - MAINT	R	2/20/2019	568.92		033038		568.92
2202	Stanley Pest Control							
I-113259	Monthly Pest Control - WP	R	2/20/2019	170.00		033039		170.00
0050	STATE OF CALIFORNIA - EDD							
I-L1437296032	Unemployment Insurance	R	2/20/2019	3,820.00		033040		3,820.00
3974	Glenn Steinbaum							
I-769679	Camping Cancellation - LCRA	R	2/20/2019	55.00		033041		55.00
0498	BRIAN TAYLOR							
I-021219a	Reimburse Expenses 2/19	R	2/20/2019	84.73		033042		84.73
1959	The Wharf							
I-020119	Safety Boots - IT	R	2/20/2019	154.15		033043		154.15
3975	Teresa Thy							
I-752203	Camping Cancellation - LCRA	R	2/20/2019	218.00		033044		218.00
2323	Mitch Tull							
I-021419	Workers Comp 1102WC180000002	R	2/20/2019	1,899.68		033045		1,899.68
3987	Erin Ueltschi							
I-775678	Camping Cancellation - LCRA	R	2/20/2019	246.00		033046		246.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0225	UNDERGROUND SERVICE ALERT Regulatory Costs - ENG	R	2/20/2019	146.66		033047		146.66
0254	VENTURA LOCKSMITHS Spare Keys - Unit 31	R	2/20/2019	366.35		033048		366.35
0258	VENTURA STEEL, INC Flat Metal - LCRA	R	2/20/2019	57.92		033049		57.92
0955	VENTURA WHOLESALE ELECTRIC Cord & Light - EM	R	2/20/2019	23.06		033050		
	I-243220 Adapters & Connectors - LCRA	R	2/20/2019	832.27		033050		
	I-243326 Connectors & Lug - LCRA	R	2/20/2019	332.80		033050		1,188.13
0250	COUNTY OF VENTURA Hax Mat Fees Ave 2 PP - SAF	R	2/20/2019	1,218.50		033051		1,218.50
03758	County of Ventura - Fleet Serv BIT Inspections	R	2/20/2019	2,574.43		033052		2,574.43
03864	County of Ventura Resource Man Code Compliance Staff Time-ENG	R	2/20/2019	80.92		033053		80.92
01283	Verizon Wireless Monthly Cell Charges - DO	R	2/20/2019	4,422.73		033054		
	I-9823495993 Monthly Cell Charges - LCRA	R	2/20/2019	744.03		033054		5,166.76
02941	VWM Analytics File # 20165 10/18	R	2/20/2019	2,480.00		033055		
	I-66785 File # 20165 12/18	R	2/20/2019	285.00		033055		2,765.00
00663	WAXIE SANITARY SUPPLY Janitorial Supplies - LCRA	R	2/20/2019	2,193.02		033056		2,193.02
00270	Wells Fargo Bank SCADA Training Program - EM	R	2/20/2019	119.00		033057		
	I-020819b SCADA Training Class - EM	R	2/20/2019	169.00		033057		
	I-020819c AWWA Conference Fee - UT	R	2/20/2019	515.00		033057		
	I-020819d AWWA Conference Fee - UT	R	2/20/2019	515.00		033057		
	I-020819e AWA Conference Flight - CONS	R	2/20/2019	111.96		033057		
	I-020819f AWA Conference Flight - MGMT	R	2/20/2019	111.96		033057		
	I-020819g AWA Conference Fee - CONS	R	2/20/2019	270.00		033057		
	I-020819h AWA Conference Fee - MGMT	R	2/20/2019	270.00		033057		2,081.92

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 2/07/2019 THRU 2/20/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0403	WESTERN WATER WORKS SUPPLY CO. I-521321-00 Cla Val Parts - PL	R	2/20/2019	151.65		033058		151.65
0433	WIENHOFF DRUG TESTING I-79906 Annual Consortium Fee	R	2/20/2019	280.00		033059		280.00
2562	Winner Chevrolet, Inc I-10400 2019 Chevy Colorado - ENG	R	2/20/2019	24,365.23		033060		24,365.23
0010	AIRGAS USA LLC I-9959688524 Gas Rentals - PL	R	2/20/2019	204.09		033061		204.09
0030	B&R TOOL AND SUPPLY CO I-1900926105 Gloves - PL	R	2/20/2019	112.49		033062		112.49
0331	COORDINATED WIRE ROPE I-83490 Wire Rope & Shackles - PL	R	2/20/2019	194.83		033063		194.83
0095	FAMCON PIPE & SUPPLY I-215852 Brass Fittings - PL I-216017 Repair Clamps - PL	R R	2/20/2019 2/20/2019	152.30 664.95		033064 033064		817.25
0437	HERC RENTALS INC I-30506261-001 Skip Loader Rental - PL	R	2/20/2019	2,651.36		033065		2,651.36
0894	HOSE-MAN, INC. I-5257526-0001-05 Fire Hose Supplies - PL	R	2/20/2019	2,416.93		033066		2,416.93
3444	Mission Linen Supply I-509236750 Uniform Pants - TP I-509247066 Uniform Pants - TP	R R	2/20/2019 2/20/2019	40.00 28.76		033067 033067		68.76
3953	Rosemount Inc. I-71411726 Pressure Transmitters - EM	R	2/20/2019	6,928.98		033068		6,928.98
1109	SALVADOR LOERA TRANSPORTATION I-12044 Base - PL I-12047 Base - PL I-12049 Sand - PL	R R R	2/20/2019 2/20/2019 2/20/2019	468.00 467.43 424.00		033069 033069 033069		1,359.43
1512	TRENCH SHORING COMPANY I-1163686-0001 Traffic Plate Rental - PL	R	2/20/2019	600.60		033070		600.60

VENDOR SET: 01 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE: 2/07/2019 THRU 2/20/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-000201902121468	BABIKIAN, ARIEL Y TS REFUND	R	2/20/2019	51.00		033071		51.00
I-000201902121470	BAUGHER, SCOTT & MEL TS REFUND	R	2/20/2019	102.00		033072		102.00
I-000201902121469	JOHNSON, CLAUDELEE TS REFUND	R	2/20/2019	102.00		033073		102.00
I-000201902121472	MONTERO, EMMA M TS REFUND	R	2/20/2019	84.00		033074		84.00
I-000201902121471	RODARTE, RAMON TS REFUND	R	2/20/2019	75.60		033075		75.60

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	177	310,892.06	0.00	310,892.06
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	124,283.10	0.00	124,283.10
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	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			180	435,175.16	0.00	435,175.16
BANK: AP	TOTALS:		180	435,175.16	0.00	435,175.16
REPORT TOTALS:			180	435,175.16	0.00	435,175.16

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: DENISE COLLIN – ACCOUNTING MANAGER / TREASURER
SUBJECT: OVER ALLOCATION PENALTY – SAM CHANG \$ 345.00
DATE: 02/05/2019
RECOMMENDATION:

Finance Committee recommendation: Deny request.

BACKGROUND AND OVERVIEW:

Mr. Chang discovered a main line water leak in October 2018. The pipe was over 3 feet deep, water was seen on the surface but Mr. Chang states he does not know how long the leak existed before it could be seen. It was determined there was an earthquake during October 2017 which would have damaged the piping.

Mr. Chang had the leak repaired in October but requests to waive the conservation penalty of \$345.00.

Dec 21, 2018

4872 Casitas Pass Rd.
Ventura, CA 93001
(805) 340-6349

Casitas Municipal Water
1055 Ventura Ave.
Oak View, CA 93022-9622


DEC 27 2018

Attn: Board Of Directors

In the month of Oct 2018, I discovered and repaired a main water leak. The earth had shifted and had broken a 2" pipe. The pipe was located at least 3 feet deep so the break had to open up large enough before water could be seen at the surface.

I don't know how long the leak continued before it was noticeable at the surface but it seem like it leaked out quite a bit of water as shown on my water bill for the month of Oct. I would like to request for assistance and help on the water bill cost. It a \$730.39 bill. It's over \$500 more than what my typical water bill. Your assistance would be greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sam Chang', with a long horizontal flourish extending to the right.

Sam Chang

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: DENISE COLLIN – ACCOUNTING MANAGER / TREASURER
SUBJECT: OVER ALLOCATION PENALTY – RICHARD HODGES \$ 805.00
DATE: 02/05/2019

RECOMMENDATION:

Finance Committee Recommendation: Deny request.

BACKGROUND AND OVERVIEW:

On December 12, 2018 the District tried to contact Mr. Hodges to advise of a leak. The number we had on file stated "is not accepting calls at this time". The following day the District tried the number on file again and received the same message. We then notified the customer via email.

Mr. Hodges called a friend who found a leaking valve. After that was repaired the meter was still leaking on December 20, 2018 and a leaking toilet was identified and repaired.

Mr. Hodges lives in Spokane, Washington and rents out the property. Mr. Hodges believes that the District should take more responsibility, that we should have informed him sooner, it was explained to Mr. Hodges that we tried to contact him since November 30, 2018 and that his phone was not taking calls.

Mr. Hodges is requesting \$ 805.00 be waived.

Richard and Michaelyn Hodges
5724 E Corkery Rd.
Spokane, WA 99223
(509) 434-6007
Hodgesrichard88@gmail.com

FEBRUARY 20, 2019

Casitas Municipal Water District Board of Directors

C/O Michael Flood

1055 Ventura Avenue
Oak View, CA 93022-9622

Account No. 30-27006-06 (896 Tico Rd.)

RE: December letter for petition to the board for relief of penalties from November & December 2018

Dear Board of Directors:

This letter is written to again petition the board regarding relief of penalties. After being promised an appearance at the last board meeting, the invitation was withdrawn, and I was told to appear before the finance committee last Friday. The committee unilaterally denied my petition without being able to petition the board. I feel this is a violation of my rights as a longtime customer in good standing with Casitas Water.

My argument:

Penalties are punitive and created to encourage a preferred behavior or response. I believe it is the objective of the board to have leaks repaired post haste in this draught condition period we find ourselves in. In my case, the repairs were made the same day of being informed of the issue. Thus, I find myself wondering what I am being punished for.

The circumstances surrounding the current issue are:

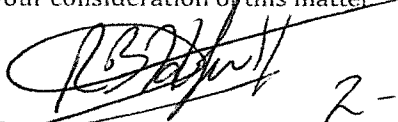
- The first communication of a "possible leak" I received was by email on 11 December. The email said that phone calls were attempted, but no contact had been made. The committee used this as its reason to deny my petition before you. The phone number on file is an active number, but without voice mail as it is used by my 13-year-old daughter. A text message would have reached me, but none was sent. Additionally, no email was sent prior to 11 December even though my email on file was current.
- Electronic billing statements mysteriously stopped being sent after the September bill and resumed in the same manner on December 31. (No October invoice as sent by Utilitybilling)
- By the end of the day of Dec. 11th I had an inspection of the property and isolated a leaking valve by having a feeder valve shut. This was reported to Chelbi Kelley of CMWD the same day in a telephone conversation in which Chelbi was provided the name and phone number of the tenant for scheduling a meter check.
- Meter check was completed by CMWD the morning of December 20 in which a "small leak" was reported by the CMWD inspector to the tenant. The tenant found a leaking toilet and informed me at 10:38am shortly after the inspector had left. I called a plumber who repaired the toilet and texted me an invoice by 12:39pm.
- The repair was reported to CMWD Chelbi Kelly in a phone conversation at 4:15pm on Dec. 20th. Chelbi said that they would not be sending a person to check the meter a second time.

With the understanding and agreement that it is my responsibility of maintaining the water system on my property, I take full responsibility for the October usage and have paid this invoice including penalties. It is the subsequent penalty charges of \$685 that I am requesting consideration on due to the lack of opportunity to repair.

I have included payment for current water charges (less penalties) with this letter.

Thank you for your consideration of this matter

Best regards,



2-20-19

Richard B. Hodges

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: DENISE COLLIN – ACCOUNTING MANAGER / TREASURER
SUBJECT: OVER ALLOCATION PENALTY – STEPHANIE BEAS \$ 255.00
DATE: 02/05/2019

RECOMMENDATION:

Finance Committee Recommendation: Deny request.

BACKGROUND AND OVERVIEW:

Ms. Beas received a water bill with consumption higher than usual, she searched and discovered a leak in the backyard adjacent to her water heater. Ms. Beas repaired the leak immediately once it was found.

Ms. Beas is requesting to adjust her water consumption and Conservation Allocation Penalty.

To The Casitas Water Board,

We live at 1392 Cruzero Street, Ojai Ca. We recently received a very high water bill. We figured we might have a leak somewhere on our property. We found a water patch out in our backyard between a space where our water heater is located in the back yard and since it is winter time we have not spent anytime in that area. We immediately contacted a plumber and had it repaired. We have enclosed a copy of the invoice of what was repaired. We are requesting that the board consider adjusting the amount that we were charged. Please look at our water usage history and take note that we have always done our best to conserve water. Feel free to contact either one of use if you have any questions.

Thank you,

Stephanie Beas 805-798-1037

Cheryl Beas 805-798-1853

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: DENISE COLLIN – ACCOUNTING MANAGER / TREASURER
SUBJECT: SURPLUS SALE
DATE: 02/5/2019

RECOMMENDATION:

Approve items for Surplus Sale.

BACKGROUND AND OVERVIEW:

The District office was renovated in 2017 / 2018 fiscal year to accommodate additional employees due to the purchase of Golden State Water (Ojai System). Many of the items are old and out dated and cannot be reused or are not functional. Other items were added to the list to be surplus that is not related to the renovation that need to be replaced or have been replaced.

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: DENISE COLLIN – ACCOUNTING MANAGER / TREASURER
SUBJECT: CUSTODIAL ACCOUNT FOR INVESTMENTS
DATE: 02/5/2019

RECOMMENDATION:

It is recommended that a Custodial Account be opened with U.S. Bank and further research be done regarding who to invest with.

BACKGROUND AND OVERVIEW:

Jack Oehmke at Morgan Stanley, our current Investment Advisor, has notified the District that Morgan Stanley will no longer be holding assets of the Districts Investment Portfolio as of March 1, 2019 and that he will no longer be working within the government division of Morgan Stanley.

Rabobank, N.A. and U.S. Bank provide Custodial Banking Services, however Rabobank does not wish to provide Portfolio Management services if we wish to in the future. Currently the Accounting Manager / Treasurer manages the Portfolio resulting in no additional Management fees for the District, however if the District decided in the future to have U.S. Bank Manage the portfolio, that is an option for the future.

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, General Manager
RE: **Consideration of Upper Ventura River Groundwater Agency Funding Request**
Date: February 22, 2019

RECOMMENDATION:

The Finance Committee recommends the use of Option #2 (extraction fee) as a method of financial participation in the funding of the Upper Ventura River Groundwater Management Agency (UVRGA).

BACKGROUND:

On February 15, 2019, Bruce Kuebler, Chair of the UVRGA presented options for continued funding of the agency by its participating members.

This included two options:

Option 1: Loan to the UVRGA. For Casitas, this is estimated to be roughly \$50,000 for the next fiscal year.

Option 2: Payment of extraction fees based on acre-foot amounts pumped. This would be a pay-as-you-go method of funding. The current estimate is a fee of \$40 per acre-foot for the next fiscal.

Casitas MWD has one small well that pumps approximately 160 AF per year. At \$40 per acre-foot, extraction fees would amount to \$6,400 per year.

DISCUSSION:

Casitas MWD has been paying extraction fees to the OBGMA since the acquisition of the Ojai Water System. These fees are also based on the acre-foot amounts that are pumped and are billed quarterly. This is seen as less costly than the proffering of a loan and the administration of collecting loan payments which would only be a temporary measure.

Attached are the letter and presentation from UVRGA.

February 8, 2019

Pete Kaiser, President
Casitas Municipal Water District
1055 Ventura Ave
Oak View, CA 93022

Sent by email to pkaiser@casitaswater.com 2-8-19

Dear President Kaiser,

Re Upper Ventura River Groundwater Agency Financing Options

Per your request at the January 23 Board meeting, I am providing information about financing options for the Upper Ventura River Groundwater Agency for discussion at the February 15 Finance Committee meeting.

Attached is the powerpoint presentation made by the Agency's rate consultant. The Agency is requesting Casita's preference for Financial Plan #1 or #2. Plan #1 would require loans from member agencies in fiscal 2019-20 totaling \$187,709 because of cash flow problems. If divided equally among the members, each loan would be about \$37,500. Each member has been contributing \$50,000 annually until the Agency's extraction fee program is operational. The loan interest cost is estimated at \$28,000 and would be repaid during the six-year budget plan.

Plan #2 has variable extraction fees to match cash flow so no loans are necessary.

The six-year budget is being revised with costs likely to be higher. However, any loan, if that is Plan selected by the Agency, would likely be less than the \$50,000 the District has been contributing.

I will attend the Finance Committee meeting to assist your consideration of this issue.

Sincerely,

Bruce Kuebler, Chair
Upper Ventura River Groundwater Agency

Cc Mike Flood
Angelo Spandrio

Attachment: Upper Ventura River GSA Fee Study, January 10, 2019

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MICHAEL FLOOD, GENERAL MANAGER
FROM: LINDSAY CAO, CIVIL ENGINEER
SUBJECT: AUTHORIZE THE GENERAL MANAGER TO ISSUE A TASK ORDER – TO
MNS ENGINEERS FOR EMILY STREET AND CANADA STREET PIPELINE
REPLACEMENT
DATE: FEBRUARY 27, 2019

RECOMMENDATION:

- It is recommended the Board of Directors authorize the General Manager to issue a Task Order to MNS Engineers, Inc. for professional engineering services for Emily and Canada Street Pipeline Replacement for a fee not to exceed \$55,510.

BACKGROUND AND DISCUSSION:

The 2018 Ojai Water System Condition Based Assessment and Water Master Plan (CBA & WMP) identified several projects necessary to improve the system for capacity and condition needs. The existing water mains along Canada Street and Emily Street are undersized and approaching the end of their service life. This project will replace approximately 1,400 linear feet of 6-inch asbestos cement (AC) pipe on Canada, and approximately 350 feet of 2-inch steel pipe on Emily Street with 8-inch polyvinyl chloride (PVC) pipe. MNS Engineers Inc. is one of the District's on-call engineering consultants and submitted a proposal to provide engineering services for the project.

BUDGET IMPACT

The FY 2018-19 Budget allocated \$150,000 for the Emily and Canada Street Pipeline Replacement project.

Attachments: Proposals from MNS Engineers, Inc.

February 20, 2019

Casitas Municipal Water District
Attention: Lindsay Cao, Civil Engineer
1055 Ventura Avenue
Oak View, CA 93022

SUBJECT: Proposal for the Cañada Street and Emily Street Main Replacement Project

Dear Ms. Cao:

Thank you for the opportunity to submit this proposal for the Cañada Street and Emily Street Water Main Replacement Project (Project) for Casitas Municipal Water District (Casitas, District). MNS Engineers, Inc. (MNS) offers our qualified team to provide professional services for this Project.

Project Understanding

The existing water mains along Cañada Street and Emily Street are undersized and approaching the end of their service life. This project will replace approximately 1,400 linear feet of existing 6-inch asbestos cement pipe on Cañada Street, and approximately 350 of existing 2-inch steel pipe on Emily Street with 8-inch polyvinyl chloride (PVC) in accordance with Casitas standards. The pipeline on Cañada Street extends from E. Summer Street to E. Matilija Street. The pipeline on Emily Street extends from the intersection of Libby Avenue to E. Summer Street. The goal of the project is to improve fire flow and replace aging water mains. The existing water mains will be abandoned in place.

A geotechnical study is not anticipated to be required as part of the project. Compliance with the California Environmental Quality Act (CEQA) will be completed separately, as a single environmental document for multiple projects within the Ojai Water System.

Scope of Work

MNS proposes to perform the Scope of Work described herein to provide engineering design services for the Cañada Street and Emily Street Water Main Replacement Project. A description of tasks and responsibilities are described as follows.

Task 1 – Project Management, Quality Assurance/Quality Control, and Meetings

This task includes project management, quality assurance/quality control (QA/QC), and meetings associated with the Project.

Subtask 1.1 – Project Management

The Project Manager, Nick Panofsky, will provide ongoing coordination of the project team including Casitas and the internal project team. Nick will monitor the budget and serve as the main point of contact with Casitas. Regular phone calls and e-mail updates will be sent from the Project Manager to the District's Project Manager to keep coordination open and up-to-date. The MNS Project Manager will submit monthly invoices with all supporting documentation in a format acceptable to Casitas.

The MNS Project Manager is responsible for ensuring all deliverable deadlines are met, all internal quality control reviews are completed, and the final products meet the expectations of Casitas.

Subtask 1.2 – Quality Assurance/Quality Control

In accordance with MNS company policy, all deliverables, calculations, recommendations, and other documentation will be reviewed by an experienced engineer, not otherwise associated with the project, prior to submittal to Casitas.



Documents will be reviewed to ensure technical excellence, the goals and expectations of Casitas are being met, and conformance with applicable design checklists and standards. For this project, all deliverables and other items requiring quality control reviews will be reviewed by Tyler Hunt, PE.

Subtask 1.3 – Meetings

Over the course of the project, MNS will facilitate and lead meetings and conference calls as required to move the project forward and ensure Casitas is informed and in concurrence with the progress of the project. For each meeting, MNS will develop a meeting agenda, and will submit meeting minutes to Casitas within three business days. We anticipate three meetings, which will occur at Casitas' office:

- Project Kick-off Meeting
- 60 Percent Design Review Meeting
- 90 Percent Design Review Meeting

The MNS Project Manager and the Project Engineer will attend each meeting.

Task 2 – Utility Research

MNS will contact utility agencies with below-grade facilities in the project area to obtain atlas maps and other available information regarding the type, size, location, material, and depth of existing utilities. We assume Casitas will pay the fees associated with these requests, and will provide utility maps of Casitas owned facilities. Based on an initial design lookup through the Underground Service Alert DigAlert system, the following utility agencies may have facilities in the project area:

- AT&T
- Charter Communications
- City of Ojai
- Ojai Valley Sanitary District
- Southern California Edison
- Southern California Gas

Information received will be incorporated into the project base map and considered in the project design. Additionally, we will file an Underground Service Alert of Southern California ticket prior to the topographic survey in order to have existing utility locations marked in the project areas. We assume the District will provide any available drawings of existing facilities in the project area.

Task 3 – Topographic Survey

MNS will conduct a GPS based ground survey of the proposed water main alignment to obtain topographic information and develop a base map suitable for pipeline design. MNS will establish control on the NAD83, Epoch 2010.00 horizontal datum and NAVD88 vertical datum based on local benchmarks. The mapping will also extend to the back of walk or 5' past the existing curb. The survey mapping will include the following items:

- Hardscape, structures, walls, fences, trees, signage, and striping
- Observable utilities
- Locations and depths of existing sewer/storm drain manholes

MNS will prepare a base map in AutoCAD at a scale of 1"=20' with 1-foot contour intervals.

Suitable strategic control monuments will be set to be used for various surveying tasks and future construction staking.



The completed topographic map will include 1-foot surface contours and relevant surface features within the project area. Trees, fences, manhole rims, and observable utilities will be included in the survey.

Task 4 – Contract Document Development

MNS will develop a complete set of plans, specifications, and an accompanying Engineer’s Estimate of Probable Cost of Construction (PS&E) for the project. Design documents will be submitted at the 60 percent, 90 percent, and final design stages. Final design documents will be stamped by a Professional Civil Engineer registered in the State of California. We will submit electronic documents upon completion of the work. Electronic formats will include images prepared in Adobe PDF format and also electronic files compatible with Microsoft Word and Excel, and AutoCAD, if requested.

Plans

MNS will prepare detailed drawings for the project clearly defining the work to be completed. Plans will be prepared in the latest version of AutoCAD Civil 3D. The Plan and Profile (P&P) drawing will be prepared with a horizontal scale of 1” = 20’ and a vertical scale of 1”=4’. The pipeline alignment will consider the California Division of Drinking Water separation requirements from existing wastewater and non-potable water utilities in accordance with the current regulations issued in December 2017. Drawings will follow the District’s drafting standards.

An anticipated sheet list includes:

Sheet No.	Drawing No.	Description
1	Sheet G-01	Title Sheet
2	Sheet G-02	General and Construction Notes
3	Sheet G-03	Sheet Layout Plan
4	Sheet C-01	Cañada Street Plan and Profile STA 10+00 to 14+50
5	Sheet C-02	Cañada Street Plan and Profile STA 14+50 to 19+00
6	Sheet C-03	Cañada Street Plan and Profile STA 19+00 to 24+00
7	Sheet C-04	Emily Street Plan and Profile STA 30+00 to 33+50
8	Sheet C-05	Miscellaneous and Connection Details

Specifications

We will prepare technical specifications using the District’s boilerplate Special Provisions template. Technical specifications for this project will be developed based on District Engineering Standards and the Standard Specifications for Public Works Construction (Greenbook). For work required, but not sufficiently specified in the District’s standard template, MNS will provide recommended specifications for products, materials, and construction requirements. Specifications will be submitted with the 90 percent and final design submittals.

Engineer’s Opinion of Probable Cost of Construction

MNS will prepare an Engineer’s Opinion of Probable Construction Cost for the 60 percent, 90 percent, and final design submittals. We will base the estimate on recent projects of similar size and scope upon which we have worked and communicated with vendors and material suppliers.

Task 5 – Constructability Review

Based on the 90 percent draft project plan, MNS will conduct a constructability review of the project prior to the 90 percent design submittal. The goal of this review will be to highlight any special areas of concern from a constructability standpoint. Items typically in a design level constructability review include:

- Examination of the proposed alignment and anticipated equipment placement and constraints
- Disposal of water used for disinfection



- Identification of other potential sources of risk to Casitas

The constructability review will be completed by an experienced member of the MNS Construction Management team. The recommendations resulting from the constructability review will be considered in the proposed pipeline alignments, pipeline installation methods, and other refinements to the design in an effort to limit risk exposure and minimize change orders during construction; recommendations from these reviews will be incorporated into draft submittals prior to submittal for the District’s review.

Proposed Schedule

We are prepared to meet or exceed the schedule provided in the following table, assuming a Notice to Proceed date of February 27, 2019.

Project Kick-off	March 4, 2019
Site Survey and Utility Research	March 11 – 29, 2019
60 Percent Design Submittal	May 3, 2019
District Review	2 Weeks
90 Percent Design Submittal	June 7, 2019
Casitas Review	2 Weeks
Final Design Submittal	July 5, 2019

Fees

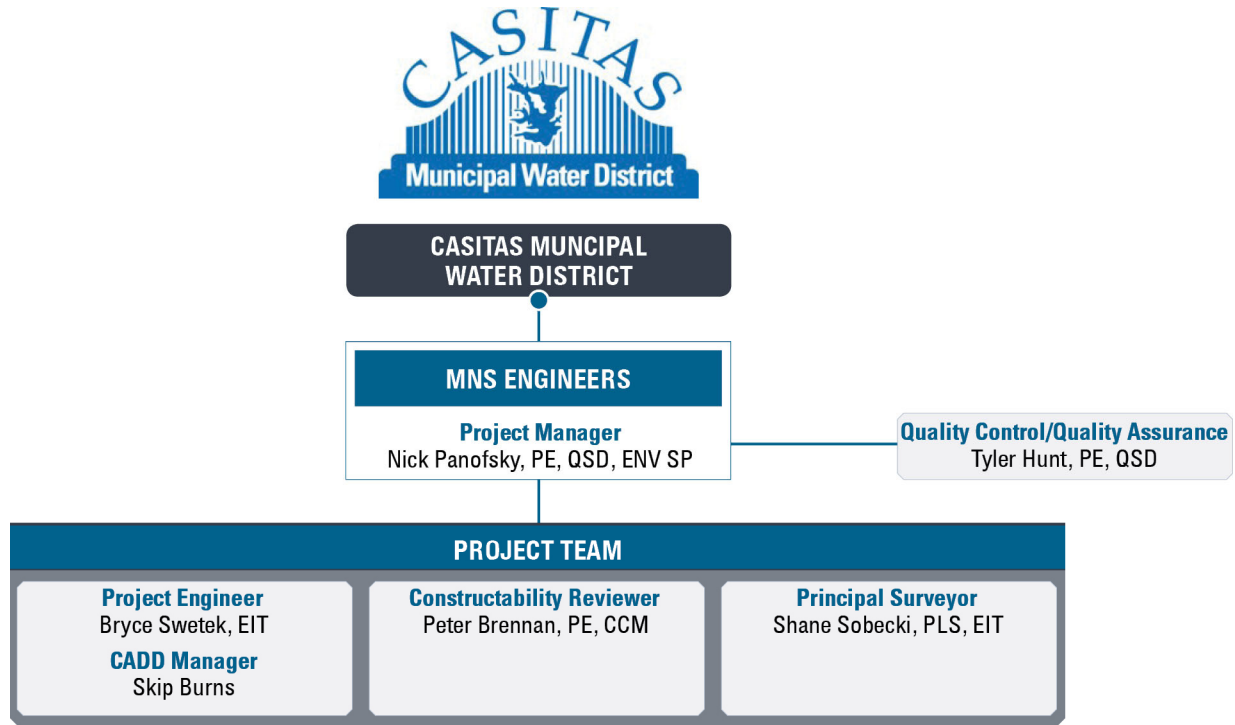
MNS proposes to perform the services described herein for a not-to-exceed fee estimate of **\$55,510**. A breakdown by task is provided in the following table. A detailed fee proposal spreadsheet is provided as an attachment. All fees are in accordance with the fee schedule included in the MNS On-Call Engineering Contract.

Task	Fee
Task 1 – Project Management, QA/QC, and Meetings	\$7,200
Task 2 – Utility Research	\$1,620
Task 3 – Site Survey	\$13,810
Task 4 – Contract Document Development	\$31,980
Task 5 – Constructability Review	\$900
Total	\$55,510



Project Team

An organizational chart for key personnel on the project team is presented as follows.



MNS has assembled a qualified team with the skills and expertise to bring this project to completion in-line with Casitas' goals. Nick Panofsky will lead the team as Project Manager and Supervising Engineer, supported by Bryce Swetek as Project Engineer. Tyler Hunt will provide QA/QC reviews.

Closing

Thank you for the opportunity to submit this proposal. We are excited and look forward to working with Casitas. Please feel free to contact me with any questions you may have about our submittal at 805.592.2074 or npanofsky@mnsengineers.com. Thank you for your consideration.

Sincerely,
MNS Engineers, Inc.



Nick Panofsky, PE
Supervising Engineer

Attachment: Fee Estimate Spreadsheet



Casitas Water District
Cañada Street and Emily Street Pipeline Replacement Project



		PM	ENGINEERING				SURVEYING						DESIGN SUPPORT & CONSTRUCTABI		Total Resource Hours	Total Hours*Rates	Summary	Total MNS Resource Costs	Total
		Principal Engineer - TH	Supervising Engineer - NP	Project Engineer - BS	Associate Engineer - MM	Principal Surveyor - SS	Supervising Surveyor	Assistant Project Surveyor	1- Person Field Survey Crew	Supervising CADD	Party Chief	Chainperson	Construction Manager - PB	CADD Manager					
	2018-19 Rate	\$190	\$190	\$155	\$140	\$220	\$195	\$135	\$180	\$135	\$150	\$130	\$225	\$150					
1 – Project Management, Quality Assurance/Quality Control, and Meetings	Task 1																Task 1		
1.1 Project Management	Task 1.1		16												16	\$3,040	Task 1.1	\$3,040	\$3,040
1.2 Quality Assurance/Quality Control	Task 1.2	8													8	\$1,520	Task 1.2	\$1,520	\$1,520
1.3 Meetings	Task 1.3		9	6											15	\$2,640	Task 1.3	\$2,640	\$2,640
Task 1 Subtotal		8	25	6	0	0	0	0	0	0	0	0	0	0	39	\$7,200		Task 1 Subtotal	\$7,200
2 – Utility Research	Task 2																Task 2		
2.1 Utility Research	Task 2.1		2	8											10	\$1,620	Task 2.1	\$1,620	\$1,620
Task 2 Subtotal		0	2	8	0	0	0	0	0	0	0	0	0	0	10	1,620		Task 2 Subtotal	\$1,620
3 – Topographic Survey	Task 3																Task 3		
3.1 Topographic Survey	Task 3.1						14			24	28	28			94	\$13,810	Task 3.1	\$13,810	\$13,810
Task 3 Subtotal		0	0	0	0	0	14	0	0	24	28	28	0	0	94	\$13,810		Task 3 Subtotal	\$13,810
4 – Contract Document Development	Task 4																Task 4		
4.1 Contract Document Development	Task 4.1		50	112	28										198	\$31,980	Task 4.1	\$31,980	\$31,980
Task 4 Subtotal		0	50	112	28	0	0	0	0	0	0	0	0	8	198	\$31,980		Task 4 Subtotal	\$31,980
5 – Constructability Review	Task 5																Task 5		
5.1 Constructability Review	Task 5.1												4		4	\$900	Task 5.1	\$900	\$900
Task 5 Subtotal		0	0	0	0	0	0	0	0	0	0	0	4	0	4	900		Task 5 Subtotal	\$900
Sub-Total	Hours	8	77	126	28	0	14	0	0	24	28	28	4	8	345	\$ 55,510	Grand Total	\$55,510	\$55,510
	Cost	\$1,520	\$14,630	\$19,530	\$3,920	\$0	\$2,730	\$0	\$0	\$3,240	\$4,200	\$3,640	\$900	\$1,200					

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MICHAEL FLOOD, GENERAL MANAGER

FROM: JULIA ARANDA, ENGINEERING MANAGER

SUBJECT: AUTHORIZE GENERAL MANAGER TO SIGN PROFESSIONAL SERVICES AGREEMENT FOR VENTURA-SANTA BARBARA COUNTIES INTERTIE PRELIMINARY DESIGN

DATE: 02/27/19

RECOMMENDATION:

It is recommended the Board of Directors authorize the General Manager to enter into an agreement for professional engineering consulting services with Water Works Engineers for the Ventura-Santa Barbara Counties Intertie for a fee not to exceed \$762,759.

BACKGROUND AND DISCUSSION:

Carpinteria Valley Water District (CVWD) submitted Notices of Interest (NOI) for several projects to participate in the Hazard Mitigation Grant Program (HMGP) administered by the California Office of Emergency Services (Cal OES) in response to California Wildfires and High Winds disaster declaration by the Federal Emergency Management Agency (FEMA) on August 4, 2018. In particular, an NOI was submitted for the Ventura-Santa Barbara Counties Intertie project, which includes approximately 8,200 feet of 16-inch pipeline and a 1,200 gallon-per-minute (gpm) bi-directional pump station, to connect the CVWD and Casitas systems near the Ventura-Santa Barbara Counties border, as shown in the attached Figure. CVWD received notice the NOI for the project met Cal OES' criteria and an HMGP grant sub-application can be submitted. (Technically, CalOES is the applicant to FEMA, and individual agencies are considered sub-applicants.)

CVWD has requested Casitas' assistance in preparing the sub-application for the Intertie project since the project benefits both agencies. Based on CVWD's initial analysis, the South Coast Conduit, from which CVWD and other agencies receive State Water Project (SWP) water, has excess capacity of 2,000 acre-feet per year (AFY), which can be supplied to Casitas in an emergency. The Intertie is also intended to potentially supply water to CVWD from Casitas in the event of an emergency. CVWD estimated a total project cost of \$5 million.

To support and strengthen the HMGP grant subapplication, preliminary design of the project is needed. Engineering staff requested a proposal from Water Works Engineers, one of Casitas' on-call engineering consultants, to provide these services, as well as final design, services during bidding, permit assistance, and services during construction. The total fee is approximately 15 percent of the total project cost.

Water Works Engineers is well qualified and committed to completing the preliminary design within the time constraints for the HMGP subapplication deadline. The proposal includes the following tasks:

Task	Estimated Fee
Preliminary Engineering	\$73,488
60%, 90%, 100% and Final Design	\$497,770
Engineering Assistance During Bidding	\$9,697
Permitting Support	\$33,187
Engineering Services During Construction	<u>\$158,315</u>
TOTAL	<u>\$762,759</u>

BUDGET IMPACT:

This project was not included in the fiscal year 2018-19 budget. The estimated total fee proposal from Water Works Engineers is \$762,759. It is anticipated the preliminary design will be completed in the current fiscal year and the remainder of the services will be distributed over the next two to three fiscal years.

Attachment: Figure
Proposal from Water Works Engineers dated February 14, 2019.

TASK ORDER NO. 1

February 14, 2019

**Water Works Engineers and Casitas Municipal Water District
Ventura County/Santa Barbara County Water Intertie**

This Task Order is issued by Casitas Municipal Water District (herein referred to as CLIENT) and accepted by Water Works Engineers (herein referred to as ENGINEER) pursuant to the mutual promises, covenants and conditions contained in the most current Engineering Services Agreement between Casitas Municipal Water District and Water Works Engineers.

PROJECT DESCRIPTION

The project specifics are as follows:

Location	Carpinteria, CA
Facility Name	Ventura County/Santa Barbara County Water Intertie
Facility Type	Potable Water Main, Pump Station, and Disinfectant Boosting Facilities
Improvements	<ul style="list-style-type: none">• Approximately 8,200-lineal feet of 16" Pipeline (Attachment 1), including:<ul style="list-style-type: none">○ Trenchless or traditional crossing of California State Route 150○ Trenchless or traditional crossing of Rincon Creek• Bi-directional Pump Station (1,200-gpm), including:<ul style="list-style-type: none">○ CMU blockwall building○ Chlorine and ammonia addition facilities including chemical storage, chemical pumps, and analyzers○ Motor Control Center (MCC)
Project Objectives	<ul style="list-style-type: none">• Preliminary Design - Develop, Assess, Identify and Recommend:<ul style="list-style-type: none">○ Site and design criteria for pump station○ Alignment and design criteria for pipeline○ Chlorine and ammonia addition facilities• Final Design - Complete final design of recommended pump station, pipeline, and chemical addition facilities with focus on cost effectiveness; long term quality and viability; and schedule compliance.<ul style="list-style-type: none">○ Incorporate CLIENT staff input into final design• Provide field and office support for final design, including:<ul style="list-style-type: none">○ Survey○ Geotechnical○ Existing utility research and potholing○ Easement identification, recommendations, and assistance○ Property acquisition by CLIENT○ Encroachment Permitting (Caltrans parallel, Caltrans transverse, County of Santa Barbara, County of Ventura)○ Coordination of new electrical service for pump station○ Environmental permitting by CLIENT• Deliver construction phase oversight to support successful implementation of design

SCOPE

The following services will be provided by ENGINEER. This Task Order has been split into subtasks as follows:

Subtask	Title
1	Preliminary Design
2	Final Design and Contract Documents – (60%, 90%, 100%, and Final Bid Submittals)
3	Engineering Assistance During Bidding
4	Engineering Services During Construction
5	Permitting Support

Subtask 1 – Preliminary Design

Subtask 1.1- Preliminary Design - Project Management

Under this subtask, ENGINEER will monitor and track the project budget and schedule to ensure that all deadlines are met and that the project budget is not exceeded. ENGINEER will coordinate with the project team to address items such as project schedule, project budget, and current issues of concern. ENGINEER will also monitor progress and coordinate the activities being performed by all sub-consultants associated with the project and submit monthly invoices to the CLIENT. The following will be performed under this subtask:

- 1) Project Kickoff Meeting (to be conducted at CLIENT’s office followed by site visit)
 - a) ENGINEER introductions to CLIENT staff
 - b) Familiarize ENGINEER with all project facilities
 - c) Gather operational data
 - d) Agree on Project Objectives
 - e) Agree on Project Components
- 2) Project Communication and Control
 - a) Coordination of all project team activities
 - b) Communication of project progress and issues to CLIENT staff
 - c) Project schedule maintenance and control of project tasks to keep project schedule on track
 - d) Cost tracking of all engineering activities and active cost control of fees.
- 3) Quality Assurance/Quality Control
 - a) Implement Quality Assurance/ Quality Control Policy

Meetings	<ul style="list-style-type: none"> • Project Kickoff Meeting
Deliverables	<ul style="list-style-type: none"> • Monthly Invoices (by email)

Subtask 1.2 – Review Available Information and Conduct Site Reconnaissance

ENGINEER shall complete preliminary field investigations and research necessary to complete initial feasibility and pipeline route analysis and locating of pump station. During initial review and reconnaissance, ENGINEER will catalogue available existing planning and design documents from CLIENT and review prior to site reconnaissance. ENGINEER will facilitate site reconnaissance of the pipeline route and pump station location. It is anticipated that key members of ENGINEER’s team (as well as select CLIENT staff) will be present during site reconnaissance to identify and discuss key areas of concern and constraints and feasibility.

Meetings	<ul style="list-style-type: none"> • Site Reconnaissance
Deliverables	<ul style="list-style-type: none"> • None

Subtask 1.3 – Geotechnical “Desktop” Assessment

We have reviewed the proposed alignment and have identified geotechnical considerations that should be addressed during this study. Those include the following:

- Faulting;
- Slope instability; and
- Shallow groundwater.

Those are discussed in greater detail below.

Faulting. The proposed pipeline alignment extends along the trace of the Rincon Creek fault, as shown on Figure 1. That fault is about 15 miles long, is Quaternary in age, and has the potential to generate a magnitude M6.4 earthquake. It is not zoned by the State of California as a Holocene-active fault and is designated a potentially active fault by the Santa Barbara County Seismic Safety & Safety Element (Santa Barbara County, 2015); however, recent work by Hough & Martin (2018) speculate that the Rincon Creek fault is part of the fault system responsible for the 1925 Santa Barbara Earthquake.

Slope Instability. The proposed pipeline alignment extends close to a head scarp of an active landslide system that is located below Highway 192, as shown on Figure 1. That landslide has not shown signs of headward migration towards Highway 192 recently; however, both static and seismic slope stability evaluations should be performed along this section of roadway to estimate the risk to the pipeline under existing and future conditions.

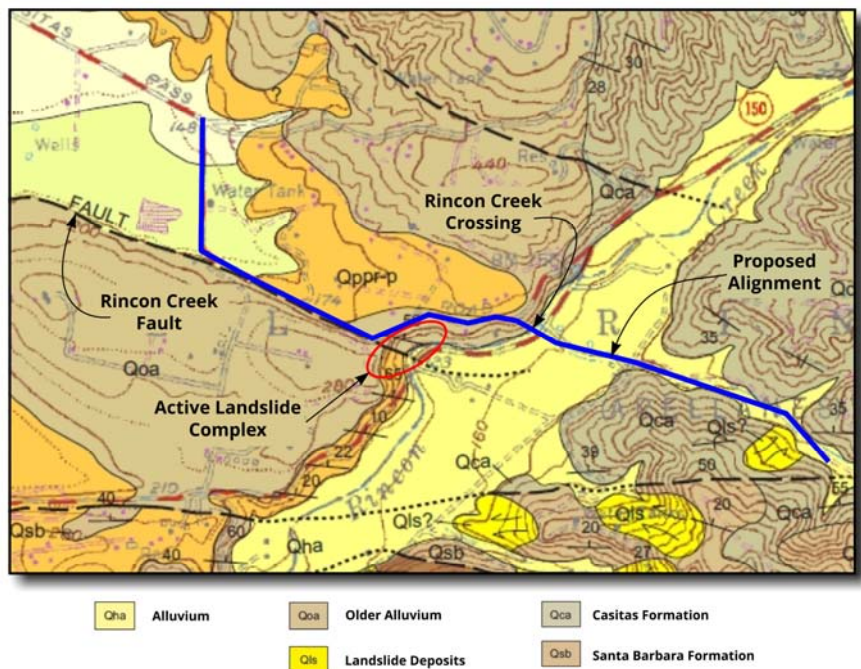
Shallow Groundwater. Shallow groundwater could be encountered along segments of the proposed pipeline alignment. Specifically, there is a risk that shallow groundwater could be encountered in alluvial soils along Highway 192 south of Shepard Mesa Road and in alluvium at and east of Rincon Creek. Our proposed geotechnical studies will evaluate the potential presence of groundwater in these areas.

ENGINEER’s geotechnical engineering subconsultant, Bajada Geosciences, Inc. (BAJADA), will be performing the following geotechnical “desktop” assessment.

Data Compilation. BAJADA will compile selected available geotechnical and geologic data that is pertinent to the proposed project. Those data include geotechnical and geological studies that have been performed in the project region, the Log of Test Boring for the Highway 150 bridge crossing Rincon Creek, state regulatory studies associated with geologic hazards in the area, and historical aerial photographs along the proposed pipeline alignment.

We will observe the project alignment and perform reconnaissance-level geologic mapping to help identify the geologic units through which the project alignment will extend.

Figure 1 – Geologic Map



Data Analysis. Data will be used to evaluate preliminary potential design and construction constraints for the proposed alignment. Those evaluations will include:

- The presence of geologic hazards such as landslides, liquefaction, lateral spreading, faulting, and regional subsidence;
- Estimated depths to groundwater;
- Estimated depth and thicknesses of compressible soils;
- Estimated variations in consistency of soils along pipeline alignment alternatives;
- Potential for concentrations of oversize clasts such as cobbles and boulders;
- Estimated depths to underlying bedrock;
- Preliminary geotechnical design recommendations for the proposed pipeline alignment;
- Preliminary geotechnical constructability issues; and
- Potential geo-environmental (hazardous materials and contaminants) issues that could be encountered during construction.

Preliminary (Desktop) Geotechnical Reporting. The results of the preliminary geotechnical analyses will be presented in a Preliminary (Desktop) Geotechnical Data Report. That report will include:

- References compiled and reviewed;
- A description of geologic and seismic setting and preliminary engineering properties (i.e., composition and consistency) of soils along the alignment with a description of geologic hazards such as liquefaction, land sliding, fault rupture, ground shaking and 2016 CBC seismic design parameters;
- An estimate regarding depths to groundwater and bedrock;
- Anticipated soil types and soil consistency along the alignment;
- Provide preliminary recommendations for trenching excavation, anticipated ground behavior, suitability of native soil as trench backfill, flexible and rigid pipeline external loading, E'_c for flexible pipe design, and manhole bearing capacity;
- Provide preliminary anticipated alternatives for trenchless crossing of Rincon Creek;
- Provide preliminary recommendations for pump station foundation design including allowable bearing capacity, passive and lateral earth pressures, coefficients of friction; and
- Provide recommendations for design-level geotechnical services for future phases of the proposed project.

A draft copy of the report in PDF format will be submitted for review and comment. Upon receipt of comments we will edit the report and submit a signed and stamped copy of the report as a PDF file for reproduction and distribution.

Meetings	• None
Deliverables	• Preliminary (Desktop) Geotechnical Report (Draft and Final; electronic; .PDF)

Subtask 1.4 – Existing Property Boundary, Right-of-Way, Easement Research, and Preliminary Route Survey

ENGINEER will use CLIENT provided LIDAR data, property lines, existing right-of-way, and existing easements for preliminary design. These data are assumed to be provided in CADD or GIS format. Based on preliminary alignment provided by CLIENT, ENGINEER estimates five (5) private parcels may be impacted by pipe and pump station improvements. ENGINEER will provide CLIENT a list of up to five properties that will require preliminary title research to confirm ownership and constraints that can impact use of parcel for project. CLIENT will provide preliminary title report for these properties to ENGINEER or provide information from CLIENT’s Right of Way Agent delineating all potential property use constraints that could impact feasibility of use of property for project.

Meetings	• None
Deliverables	• List of properties needing title report

Subtask 1.5 – Utility Coordination “A” Letters

ENGINEER will send “A” Letters to all utility providers that may be present in the project corridor. We will coordinate with utility providers, not only on existing conditions, but also future master plan build out facilities as well. Information gathered during this phase of work will assist in identifying potential conflicts and constraints, as well as service for utility needs (i.e. electrical, etc.). We will include information in the preliminary design that was received at least two weeks before the deliverable due date. Information received after the two-week prior deadline will be included in the preliminary design only to the extent ENGINEER can review and incorporate while still meeting schedule. If in ENGINEER’s opinion it cannot be sufficiently for preliminary design, this information will be incorporated in subsequent deliverables.

Subtask 1.6 –Preliminary Design Report

ENGINEER will collect and review results of preliminary records research; geotechnical; easement and property boundary; and utility coordination information (as available); and combined with site reconnaissance information to analyze the feasibility of the project with emphasis on identifying “fatal flaws” and constraints and confirming design criteria necessary. ENGINEER shall produce a Preliminary Design Report (PDR) which includes, at a minimum, the following information:

- Introduction and Background
 - Summary of the alignment
 - Operational objectives and constraints
- Design Criteria
 - Pipeline
 - Connections/transition between existing and new pipe segments
 - Pipe materials
 - Pipe pressure class
 - Pipeline construction methods
 - Appurtenances (corrosion, valves, blow-offs, ARVs, etc.)
 - Pump Station
 - Sizing
 - Power supply
 - Redundancy and reliability
- Project Description
 - Project Location
 - System Flows
 - Process Description/Process Flow Diagram
 - Hydraulic Calculations/Hydraulic Profile
 - Major Equipment Description
 - Two vertical turbine pumps in cans with space for a third pump
 - Piping and valving to allow bi-directional flow
 - Chlorine and ammonia boosting facilities at pump station
 - MCC
 - Outdoor hypochlorite storage
 - Portable generator connection
- Process Control System
- Facility Layout/General Equipment Layout
- Site Plan/Drainage

- Desktop Geotechnical Investigation Results
- Site Acquisition and Easements Required
- Water Quality
 - Control strategy to prevent long water age in pipeline
 - Water age and potential need for flushing
- Ancillary Systems
 - Electrical
 - HVAC
 - Instrumentation and Controls
 - Security
- Site Access
- Construction Sequencing
- Traffic Control
- Permitting Requirements
- Preliminary Construction Schedule
 - Confirm critical path items for planning and design, environmental processing, permit processing, right-of-way/easement procurement, and construction phasing
- 30% Drawings - Plan and Profile
- Preliminary Cost Estimate (30-50% contingency level)

Preliminary Design Report will be formatted to meet funding application submittal requirements as requested by CLIENT. The PDR will be presented to CLIENT at a Workshop. Following the Workshop, the CLIENT will have an 8-day review period to provide any additional comments which were not brought forward in the Workshop. The PDR will be finalized after receiving CLIENT comments.

Meetings	<ul style="list-style-type: none"> • Preliminary Design Report Workshop
Deliverables	<ul style="list-style-type: none"> • Preliminary Design Report (Draft and Final), 3 hardcopies + PDFs • Workshop Presentation and Meeting Notes (Draft and Final), 3 hardcopies + PDFs

Subtask 2 – Final Design and Contract Documents

ENGINEER will prepare the necessary contract documents (construction plans, typical details, specifications, and cost estimates) for the project, based on the design criteria and recommendations, input from CLIENT staff, and in conformance with CLIENT's standards and specifications for equipment preferences. If provided, ENGINEER will use CLIENT standard front end (Division 0) contractual documents (Contract, General Conditions, Special Project Conditions, Bid Form, etc.) If none provided, ENGINEER will use readily available ENGINEER provided Division 0 bid documents. The preparation of contract documents will be completed in the following submittals: 60%, 90% 100%, and Final Bid Documents. Prior to each submittal, the work product will be reviewed through ENGINEER's QA/QC process and, upon submittal to the CLIENT, will have been reviewed and revised in accordance with the QA/QC plan. Submittal of the 60% and 90% review documents will occur 2-weeks prior to the Project Review Workshops, providing the CLIENT a 2-week review period. The review period is intended to allow the CLIENT to familiarize themselves with the deliverable, review the contents, and develop questions for the Project Team to discuss during the Project Review Workshops. The contents of the submittal will be reviewed with the CLIENT to go over design thought process behind the work, discuss questions that the CLIENT and ENGINEER have, and direct the Project as it moves forward to the next stage. Following the Project Review Workshop, the ENGINEER will submit meeting notes capturing important discussion items and decisions made during the Workshop.

The design will include drawings and technical specifications necessary for public bid, include the following major components of the project:

- General Sheets / Hydraulic Profile / Process Schematic
- Civil - Demolition, Staging, Ingress/Egress, Plan and Profile
- Architectural/Structural - Pump Station Building
- Structural/Mechanical-Chloramination facilities
- Mechanical - Pipe Appurtenance Details (ARV, Blow-off, Valves, etc.)
- Mechanical - Pump Station
- Electrical and Instrumentation - Pump Station (MCC, RTU, antenna)
- Creek or "Special" Crossings (Traditional or Trenchless)
- Pipeline Trench and Bedding
- Surface Rehabilitation and/or Restoration
- Permit Compliance Mitigation
- Construction Schedule
- Cost Estimate

Subtask 2.1- Final Design - Project Management

Under this subtask, ENGINEER will monitor and track the project budget and schedule to ensure that all deadlines are met and that the project budget is not exceeded. ENGINEER will coordinate with the project team to address items such as project schedule, project budget, and current issues of concern. ENGINEER will also monitor progress and coordinate the activities being performed by all sub-consultants associated with the project and submit monthly invoices to the CLIENT. The following will be performed under this subtask:

- 1) Final Design Kickoff Meeting (to be conducted at CLIENT's office)
- 2) Project Communication and Control
 - a) Coordination of all project team activities
 - b) Communication of project progress and issues to CLIENT staff
 - c) Project schedule maintenance and control of project tasks to keep project schedule on track
 - d) Cost tracking of all engineering activities and active cost control of fees.

- 3) Quality Assurance/Quality Control
 - a) Plan and implement Quality Assurance/ Quality Control Policy with the entire project team
 - b) Ensure QA/QC procedures are being followed at each step in the design process
- 4) Special Meetings
 - a) Upon the request of CLIENT, ENGINEER will attend meetings that may be required by the various jurisdictional agencies, utilities or other Project Participants. ENGINEER will prepare displays or materials as needed by CLIENT for such meetings.

Meetings	<ul style="list-style-type: none"> • None
Deliverables	<ul style="list-style-type: none"> • Monthly Invoices (by email) • Special Meetings (up to five two-hour meetings)

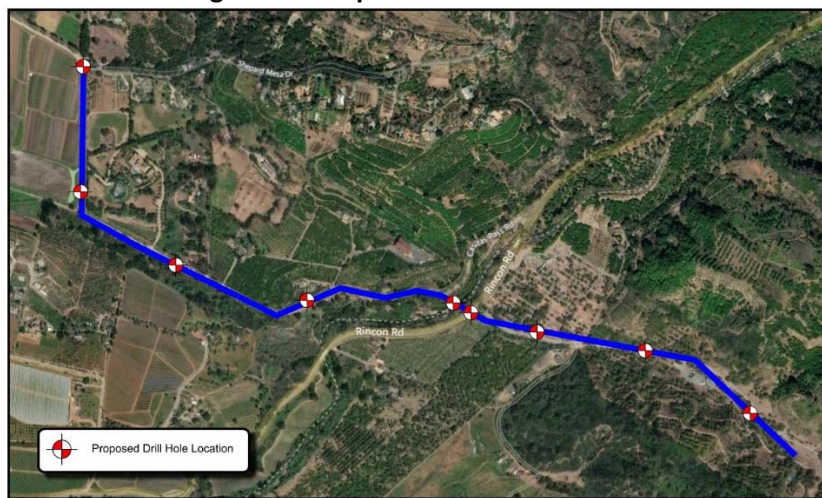
Subtask 2.2 –Design Support Services

Subtask 2.2.1 – Geotechnical Design Services

Pre-Exploration. Prior to subsurface exploration, we will mark proposed drill hole locations and contact Underground Service Alert (USA) to assist in identifying potential buried utility conflicts. We will also obtain drilling permits from Santa Barbara County Environmental Health Division and Ventura County Public Works Watershed Protection Group. In addition, encroachment permits from Caltrans will be obtained for exploration within the easements for Highways 150 and 192.

Subsurface Exploration. We propose to advance up to 9 drill holes along the proposed pipeline alignment. Tentative locations of those drill holes are shown on Figure 2. For most of the pipeline alignment, drill holes will be advanced to depths up to 10 to 15 feet using 8.25-inch diameter hollow-stem auger drilling methods. The proposed drill hole on Highway 192 located above the landslide will be advanced to a depth of up to 50 to 75 feet. The two drill holes located on either side of Rincon Creek will be advanced to depths of up to 60 feet. Sampling will be performed at 5-foot depth increments or less using a California modified split spoon (CM) or Standard Penetration Test (SPT) sampler. CM and SPT samplers will be driven using a 140-pound auto trip hammer in accordance with standard test method ASTM D1586-11. SPT samples will be collected in a sample bag, labeled, and transported to our laboratory for testing. California modified split-spoon samples will be collected in 2.5-inch diameter by 6-inch long brass or stainless-steel sleeves. Those sleeves will be capped, labeled, and transported to our laboratory in foam-cushioned boxes.

Figure 2 – Proposed Drill Hole Locations



BAJADA personnel will log the soils and rocks exposed in the explorations, and will obtain samples for visual examination, classification, and laboratory testing. Logging of soils will be performed using the Unified Soil Classification System (USCS). Traffic control, consisting of cones, signage, and flaggers will be utilized at drill hole locations located along Highway 192. We will estimate exploration locations using a compass and tape measure from known geographic control points along the alignment and using a handheld Global Position System (GPS) receiver.

All drill holes will be backfilled to the ground surface with Portland cement grout or bentonite chips. Asphaltic concrete will be patched using quick-set concrete died black. Cuttings from drilling operations will be disposed of on site, where possible. Where not possible, cuttings will be barreled, tested to confirm that no hazardous materials are present, then disposed of at an approved location.

Laboratory Testing. Soil samples will be delivered to BAJADA’s laboratory for testing. It is anticipated that the following laboratory tests will be performed during this study:

ANTICIPATED LABORATORY TESTING SCHEDULE		
Test	Standard Test Method	Number of Tests
In-Situ Moisture Density	ASTM D2937	30
Atterberg Limits	ASTM D4318	8
Grain-Size Distribution	ASTM D422	8
Direct Shear	ASTN D3040	4
Maximum Density/Optimum Moisture	ASTM D1557	4
Soil Chemistry (for corrosion)	AASHTO T290/291	3
Chemistry (for soil disposal)	Can 17, VOC, etc.	1

The actual types and numbers of tests that will be performed will be determined after the field exploration has been performed.

Geotechnical Analysis. We will perform geotechnical evaluations for the project. Those evaluations will include the following:

- Subsurface soil and rock profiles;
- Excavatability of the on-site soils and rocks;
- Evaluation of groundwater depths and distribution; and
- Design-level evaluation of geologic hazards such as landslides, liquefaction, lateral spreading, faulting, and regional subsidence;
- Anticipated total and differential settlement values beneath the proposed pump station;
- Static and dynamic lateral earth pressures for retention structures;
- Evaluation of expansive soil influence on project foundations and improvements;
- Allowable bearing capacities, friction coefficients, passive pressures, etc.;
- Depths to groundwater;
- Depth and thicknesses of the compressible soils;
- Consistency and thicknesses of artificial fill;
- General variations in consistency of soils along pipeline alignment alternatives;
- Concentrations and sizes of oversize clasts such as cobbles and boulders;
- Estimated depths to underlying bedrock;

- Geotechnical design recommendations for the proposed pipeline alignment and any identified potential realignments near BAJADA’s subsurface explorations; and,
- Geotechnical constructability issues.

Geotechnical Reporting. Results of the field investigation, laboratory tests, and engineering analyses will be summarized and concluded in a geotechnical report. That report that will contain, at a minimum, the following:

- A description of the proposed project including plans showing the approximate locations of the explorations advanced for this study;
- A description of select, existing, available data collected, reviewed, and utilized during this study;
- A description of the site surface and subsurface conditions encountered at the time of our field investigation;
- 2016 CBC seismic design parameters;
- Recommendations related to geotechnical aspects of:
 - ✓ Potential reuse of on-site soils as select backfill materials;
 - ✓ Pipe and trench zone backfill and compaction;
 - ✓ Modulus of soil reaction (E’) for native soils, backfill soils, CLSM, and composites for pipeline design;
 - ✓ Allowable passive pressures for thrust resistance;
 - ✓ Coefficients of friction for soil materials;
 - ✓ Temporary cut slope inclinations;
 - ✓ Temporary excavations and shoring;
- An appendix presenting a summary of the field investigation including exploration logs denoting sampling intervals and laboratory test results; and
- An appendix presenting the results of our laboratory testing.

Meetings	• None
Deliverables	• Geotechnical Report (Draft and Final; electronic, .PDF)

Subtask 2.2.2 – Potholing

Water Works Engineers will compare proposed alignment with utility coordination maps, records research and field reconnaissance data, to identify potential points of conflict between proposed pipe alignments and other utilities. Water Works Engineers will prepare a list of requested pothole locations (“soft excavation”) and present that list to CLIENT for review.

Water Works Engineers, with the assistance of potholing subcontractor, VCI Construction, will perform the following at a minimum:

- Documentation of key utility locations and missing data information
- Notification of USA’s “Dig Alert”
- Field Survey
- Obtaining required permits for traffic control and setting up traffic control
- Excavating, backfilling and repairing pavement (two days included, typically five potholes per day)
- Incorporation of the “pothole” information into the contract documents.

Meetings	• None
Deliverables	• Pothole list, Up to two days of potholing with estimated 5 potholes per day

Subtask 2.2.3 – Design Survey

Survey Subconsultant, WM Surveys, Inc., (WMS) will provide the design level surveying for the Project. The site will be surveyed to provide relative location and elevation data as required for the design and installation of the facilities. Survey will be tied into benchmark system as requested by CLIENT (NAD 27, NAD 86, etc.). WMS will provide a ground Survey (50-ft wide generally aligned with the proposed pipeline in the center) along the pipeline alignment is as presented herein.

Meetings	<ul style="list-style-type: none">• None
Deliverables	<ul style="list-style-type: none">• Site Survey CADD Files

Subtask 2.2.4 Plat and Legal Description

ENGINEER will coordinate with CLIENT during appraisal and acquisition process. ENGINEER will prepare legal descriptions and plats for each negotiated permanent and temporary easement or acquisition. ENGINEER has included preparation of up to five legal descriptions with map exhibits.

Meetings	<ul style="list-style-type: none">• None
Deliverables	<ul style="list-style-type: none">• Plat and Legal Description for up to five properties (PDF electronic copies of Draft, 1 hard copy of FINAL signed and wet stamped and PDF electronic copy)

Subtask 2.2.5 Surge Analysis

A surge management system will be designed to transfer transient pressures due to power outage or other sudden hydraulic condition changes to a safe location (to a surge tank, to the suction side of the pump station, etc.). Performance of surge control devices will be modeled including air chambers, vacuum relief valves and/or pressure relief valves as deemed appropriate. Modeling will be performed using SURGE software with calculations provided in text format and graphical pressure plots at the pump station.

Meetings	<ul style="list-style-type: none">• None
Deliverables	<ul style="list-style-type: none">• Transient Study Technical Memorandum (.PDF)

Subtask 2.2.6 Corrosion Assessment and Design

The corrosion potential of the pipeline will be assessed based on the results of the geotechnical study. Corrosion mitigation measures such as impressed current will be designed, as needed, to protect the pipe.

Meetings	<ul style="list-style-type: none">• None
Deliverables	<ul style="list-style-type: none">• Design Details, as needed, incorporated into the subsequent design submittals

Subtask 2.3 60% Design Submittal

The 60% design submittal will communicate to the CLIENT the project design so that meaningful discussion can take place and the core project decisions can be made as a group. ENGINEER will use a combination of design drawings, 3-dimensional CADD models, manufacturers’ information and other communication tools to allow the CLIENT an opportunity for significant input into the design process. The following deliverables will be provided by ENGINEER with this submittal:

- 1) Drawings:
 - a) General:
 - i) Cover Sheet
 - ii) Notes
 - b) Pipeline (16-inch)
 - i) Plan & Profile
 - ii) Trench Detail
 - iii) Trenchless Crossing Detail
 - iv) Basic mechanical layout of air release valves
 - c) Pump Station
 - i) Site layout of pump station
 - ii) Mechanical layout of pump station and chemical feed facilities
 - d) Electrical
 - e) Instrumentation
- 2) Technical Specifications:
 - a) Outline of Technical Specifications
- 3) Surge Analysis
- 4) Construction Cost Estimate
- 5) Construction Schedule

Meetings	<ul style="list-style-type: none"> • 60% Design Review Meeting
Deliverables	<ul style="list-style-type: none"> • 60% Design Drawings (11x17), 3 hardcopies + PDFs • 60% Specifications, Cost Estimate and Schedule, 3 hardcopies + PDFs

Subtask 2.4 90% Design Submittal

In general, the 90% Design Submittal will be a complete project package, with all design drawings, details and specifications completed. The period between 90% and 100% should solely be dedicated to minor inter-disciplinary coordination and final QA/QC checking of all documents. In the 90% submittal, 2-dimensional plan and section drawings are incorporated with 3-dimensional isometrics to clearly show how complex piping systems are to be constructed. In addition to the items listed for the previous submittal, the following will be provided with this submittal:

- 1) Drawings (update 60% and add):
 - a) Notes
 - b) Details
- 2) Completion of all technical specifications, including draft CLIENT Division 0 and 1 “front-end” documents (if available) or ENGINEER Standard.
- 3) Final Geotechnical Report (as outlined previously)
- 4) Construction Cost Estimate
- 5) Construction Schedule

Meetings	<ul style="list-style-type: none"> • 90% Design Review Meeting
Deliverables	<ul style="list-style-type: none"> • 90% Design Drawings (11x17), 3 hardcopies + PDFs • 90% Specifications, Cost Estimate and Schedule, 3 hardcopies + PDFs

Subtask 2.5 100% Design and Bid Documents Submittal

100% Design Submittal

The 100% Design Submittal incorporates comments provided by the CLIENT at the 90% design stage and/or QA/QC comments generated by ENGINEER’s QA/QC review team, with particular emphasis on formatting and clean-up to ensure clear and legible reproduction. The 100% Design will be submitted to the CLIENT for their review and use. The 100% Design Review will be performed by CLIENT. Following the 100% Design Review Meeting, receipt of the corresponding CLIENT review and QA/QC comments generated by ENGINEER’s QA/QC review team, ENGINEER will address all of the review and plan check comments and complete the Bid Documents Submittal. The Bid Documents Submittal will be (1) submitted to the CLIENT for CLIENT’s use in soliciting contractor bids.

Bid Documents Submittal

The Final Bid Documents Submittal incorporates comments provided by the CLIENT at the 100% design stage, QA/QC comments generated by ENGINEER’s QA/QC review team, and comments from the encroachment permit process.

Meetings	<ul style="list-style-type: none"> • None
Deliverables	<ul style="list-style-type: none"> • 100% Submittal Deliverables: <ul style="list-style-type: none"> ○ 100% Design Drawings (11x17), 3 hardcopies + PDFs ○ 100% Specifications, Cost Estimate and Schedule, 3 hardcopies + PDFs • Bid Documents (Plans and Specifications) <ul style="list-style-type: none"> ○ PDF – electronically stamped and signed for reproduction ○ Hard Copy - Wet stamped and signed <ul style="list-style-type: none"> ▪ 5 copies - 11 x 17 Drawings ▪ 3 copies - 22 x 34 Drawings ▪ 3 copies - Division 0-16 Specifications – bound as deemed appropriate ○ AutoCAD Drawings ○ MS Word Specifications

Subtask 3 – Engineering Assistance During Bidding

ENGINEER will provide the following Engineering Assistance During Bidding:

- 1) Conduct Pre-bid Conference
- 2) Respond to contractor inquiries during bid advertisement
- 3) Assist CLIENT in the preparation of addenda to bidders, as required

Meetings	<ul style="list-style-type: none"> • Pre-Bid Conference
Deliverables	<ul style="list-style-type: none"> • Addenda as Required

Subtask 4 – Engineering Services During Construction (Assumes 18 Month Construction Schedule)

ENGINEER will provide the following Engineering Services During Construction

- 1) RFI review, documentation and tracking (up to 50; assumes 3-hr. per RFI)
- 2) Submittals (up to 200; assumes 2-hr. per submittal)
- 3) Change Order Request review, documentation and tracking (up to 20; 6-hrs. per COR)
- 4) Participation in monthly Project Conference Calls (assume 18-month, 4-hrs per call for preparation, participation and post meeting action item response)

Meetings	<ul style="list-style-type: none"> • Monthly Conference Calls (Qty 18)
Deliverables	<ul style="list-style-type: none"> • RFI Answers (up to 50) • Submittals (up to 200) • Change Order Review (up to 20)

Subtask 5 – Permitting Support (Encroachment, Electrical Service)

Provide support to CLIENT in submitting plans and supporting documentation for CLIENT’s use in obtaining the following permits.

Subtask 5.1 Encroachment Permits for Infrastructure

A parallel encroachment permit, and a transverse crossing encroachment permit will be required from Caltrans. A transverse crossing of State Route 150 is assumed between State Route 192/ State Route 150 intersection and a quarter mile south of State Route 192. A parallel encroachment on State Route 192 is assumed for western half of alignment. An encroachment permit will be required from the County of Santa Barbara and the County of Ventura. The encroachment permits necessary for the geotechnical work are discussed in the geotechnical section.

- 1) Caltrans (District 5 and District 7)
 - a) Standard Encroachment Permit (Form TR-0100) for pipe along SR 192 and crossing of SR 150, requiring:
 - i) Plans
 - (1) Typical plan set content (e.g., plan and profiles, sections, notes, etc.)
 - (2) Boundary Survey – Limited to area within Caltrans ROW
 - (3) Assumptions:
 - (a) The following items are not included in the plan set to be submitted, as they are deemed not applicable:
 - (i) Electrical Plans – No electrical improvements in the Project
 - (ii) Drainage Plan; Hydrology Map and Calculations; Storm Drain Plans, Profiles, and Details; – Project does not include modifications to site drainage
 - (iii) Planting and Irrigation Plans
 - (iv) Signal and Lighting Plans
 - (v) Signal Warrant Studies
 - (vi) Street Improvement Plan
 - (vii) Structural Plans and Calculations
 - (b) Provided by Contractor
 - (i) Shoring Plans
 - (ii) Steel Plating
 - (iii) Traffic Control Plan
 - (iv) Traffic Management Plan (Detour)

- ii) Supporting Documents
 - (1) Assumptions:
 - (a) The following items are not included in the supporting documents to be submitted, as they are deemed not applicable:
 - (i) Drainage Report; Erosion and Sediment Control Plan / BMP – Project does not include modifications to site drainage
 - (ii) Traffic Study Report – Subsurface utility modifications; No above ground modifications influencing traffic
 - (b) Provided by Contractor, as deferred submittal for permit issuance
 - (i) Storm Water Pollution Prevention Plan (SWPPP)
 - (ii) Water Pollution Control Plan (WPCP)
 - iii) Bonds/Insurance – To be provided by CLIENT
 - iv) Permit Fees – To be provided by CLIENT

2) Ventura County Encroachment Permit

- a) Single Event Encroachment Permit, requiring:
 - i) Plans – utilize subset of documents required by Caltrans (as listed above)
 - ii) Supporting Documents - utilize subset of documents required by Caltrans (as listed above)
 - iii) Bonds/Insurance – To be provided by CLIENT
 - iv) Permit Fees – To be provided by CLIENT

3) Santa Barbara County Encroachment Permit

- a) Single Event Encroachment Permit, requiring:
 - i) Plans – utilize subset of documents required by Caltrans (as listed above)
 - ii) Supporting Documents - utilize subset of documents required by Caltrans (as listed above)
 - iii) Bonds/Insurance – To be provided by CLIENT
 - iv) Permit Fees – To be provided by CLIENT

Subtask 5.2 Other Permitting Assistance

- 1) Southern California Edison (SCE) coordination
 - a) SCE Contact will be provided to ENGINEER. ENGINEER will coordinate with SCE on new service.
- 2) Environmental Permitting Assistance
 - a) ENGINEER will provide support to CLIENT environmental permitting using the design documents. The project description will be reviewed for general conformance with the project.

Meetings	<ul style="list-style-type: none"> • Assumes total of three 2-hr Meetings for each Agency
Deliverables	<ul style="list-style-type: none"> • As Required for permitting, as summarized above

ASSUMPTIONS

The following assumptions have been made in the development of this scope and fee. Additional Task Orders would be required to perform any of the work which is not listed in this scope or has been specifically identified as out of scope in the assumptions below:

General

1. Environmental Permitting (CEQA) assumptions:
 - a. CLIENT to provide all environmental study and permitting services including CEQA/NEPA, tree removal permitting, and if necessary permitting for open cut construction in Rincon Creek.
2. Project Timing:
 - a. Information received at least two weeks before a deliverable will be included in the deliverable. Information received after this date will be included in subsequent deliverables.
3. Property Acquisition, Right-Of-Way and Easement Research
 - a. CLIENT to provide property lines, existing right-of-way, and existing easements during preliminary design.
4. Encroachment Permitting assumptions:
 - a. The cost of permits will be paid for by CLIENT and all permits will be applied for with CLIENT as the applicant.
 - b. If re-submittal for encroachment permitting approval is required, Final Bid Documents shall be used for this purpose and shall address review comments. Re-submittals to address new comments (if any) on Final Bid Documents shall be considered additional services.
5. Geotechnical Engineering assumptions:
 - a. These services have been scoped in this project based on preliminary alignment. Should changes to the preferred alignment require additional geotechnical investigations beyond those defined herein, those shall be completed as additional services.
 - b. By contacting USA regarding utility locations on-site, ENGINEER will have performed the standard of care and due diligence required to avoid encountering buried utilities during exploration. If mis-located or unlocated utilities are encountered during exploration, ENGINEER cannot be held responsible for the adverse effects caused by encountering those utilities.
 - c. No night work will be involved during design-level studies.
6. Surveying and potholing assumptions:
 - a. These services have been scoped in this project based on preliminary alignment. Should the preferred alignment require additional survey and field potholing investigations beyond those defined herein, those shall be completed as additional services.
 - b. Assume 2 days of potholing with 5 holes per day.
7. Project Funding assumptions:
 - a. CLIENT is responsible for project funding. If a project funding source has specific contractual requirements, CLIENT shall inform ENGINEER and ENGINEER will address those requirements in the development of the design.
8. Permitting assumptions
 - a. No planning or special use permit is included in the scope.
 - b. No building permit is included in the scope.
 - c. No tree removal permitting is included in the scope.
 - d. No grading or drainage permit is included in the scope.
 - e. No air quality permitting is included in the scope.
 - f. No floodplain permitting is included in the scope.
 - g. No fire sprinklers are included in the scope.
 - h. CLIENT to permit project with Division of Drinking Water (DDW).

9. Project Bid Packaging assumptions:
 - a. The Project will be packaged as one project. Splitting the project into multiple bid packages shall be considered additional services.
10. Construction Management assumptions:
 - a. The duration of construction and level of on-site Engineering Services During Construction specifically defined in the scope will be adequate for all parties (accommodating Contractor schedule, Regulatory Agency requirements, City requirements, etc.). Additional project duration or requirements for Services During Construction will require additional scope.
 - b. This scope of services assumes that Construction Management Services (Quality Control, Inspection and documentation of construction, Contract Management, Negotiations and Payment of Change Orders, Contractor correspondence coordination, etc.) will be provided separately by CLIENT personnel, under a separate consultant services agreement, or as an additional service to this consultant services agreement.
11. Project Start-up – The following scope items are excluded from the scope of work:
 - a. Conduct Testing and Start-up planning meeting with Contractor and OWNER
 - b. Start-up commissioning assistance)
 - c. Final Punch List review and close-out
 - d. Final Acceptance Letter
12. Performed by Others:
 - a. SWPPP development and implementation (Deferred permit submittal by Contractor)
 - b. Traffic Control Plans for construction and associated permitting (Deferred permit submittal by Contractor)
 - c. Construction Permitting
 - i. General construction permit(s)
 - ii. Temporary construction easements
 - d. Public outreach by CLIENT

Pipeline Facility Design:

13. Transverse crossing of State Route 150 between State Route 192/ State Route 150 intersection and a quarter mile south of State Route 192.
14. Parallel encroachment on State Route 192 for western half of alignment.

Pump Station and Disinfectant Boosting Facilities

15. Power readily available from Southern California Edison at the pump station location.
16. No portable generator or permanent generator will be provided. A portable generator plug will be provided.
17. Pump Station Layout/Site
 - a. CMU blockwall building, housing:
 - i. Two vertical turbine pumps in cans with space for a third pump
 - ii. Valving to allow bi-directional flow
 - iii. Temperature controlled area for ammonia storage,
 - iv. Ammonia pump
 - v. Chlorine analyzer and monochloramine analyzer
 - vi. MCC
 - b. Outdoor hypochlorite storage and chlorine pump under a metal shade structure
 - c. Portable generator plug
 - d. Fenced area
 - e. Site: Relatively flat with no grading or retaining wall required
18. No radio path studies are included in the scope, by others as needed

- 19. No SCADA programming is included in the scope, by others as needed
- 20. Impervious surface footprint assumed to be under 10,000 ft.²
- 21. Stormwater will be conveyed to a nearby existing storm drain by gravity.

SCHEDULE

The project schedule will be as shown in the attached updated CPM Project Schedule.

PAYMENT

Payment will be on a Time and Expense basis and invoiced in accordance with the Hourly Wage Rates in the following table.

Classification	Title	Hourly Rate
AA	Administrative	\$102
E1	Staff Engineer	\$127
E2	Associate Engineer	\$155
E3	Project / Structural Engineer	\$175
E4	Senior Project Engineer / Manager	\$203
E5	Principal Engineer	\$235
I1	Field Inspector	\$137
I2	Senior Inspector	\$152
I3	Supervising Inspector	\$170
T1	CADD Tech 1	\$85
T2	CADD Tech 2	\$115
T3	CADD Tech 3	\$141

Notes:

- 1. A markup of 10% will be applied to all project related Direct Costs and Expenses.
- 2. An additional premium of 25% will be added to the above rates for Expert Witness and Testimony Services.
- 3. Rate effective through December 31, 2019. A 3% increase will be added for any services performed in each year thereafter.

ATTACHMENTS

Attached to this Scope for reference are the following:

1	Proposed Pipeline Alignment
2	Project Schedule
3	Fee Basis Spreadsheet

EFFECTIVE DATE

IN WITNESS WHEREOF, duly authorized representatives of the parties have executed this Task Order with the effective date being the last date written below.

CLIENT

ENGINEER

By: _____

By: _____

Name: _____

Name: Sami Kader, PE

Title: _____

Title: Principal

Address: _____ s
96001

Address: 760 Cypress Ave., Suite 201 Redding, CA

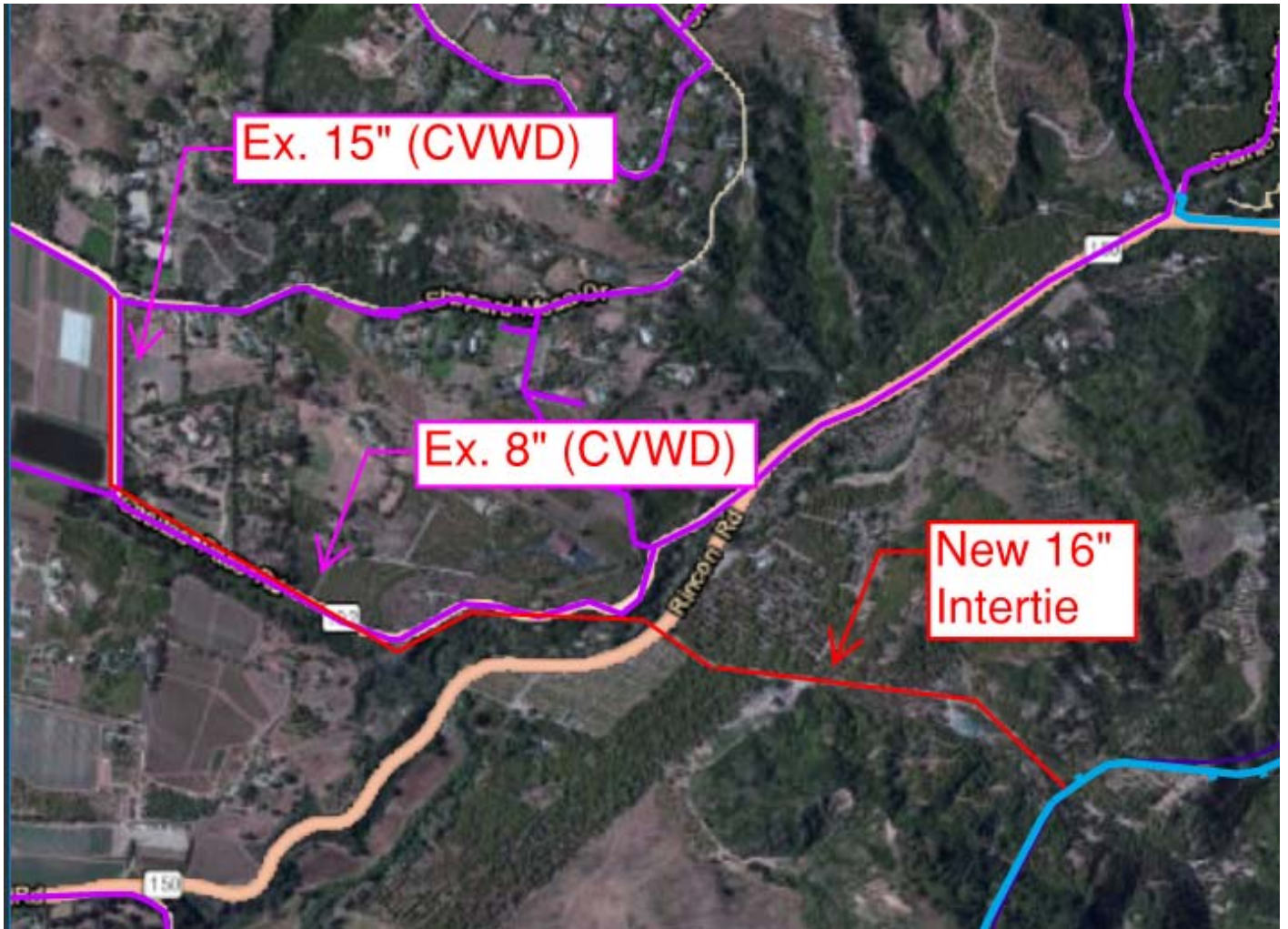
Date: _____

Date: _____

20-3148271

Employer I.D. No.

Attachment 1 - Proposed Pipeline Alignment



ID	Task Name	Duration	Start	Finish	Predecessors	Half 1, 2019					Half 2, 2019					Half 1, 2020					Half 2, 2020					Half 1, 2021					Half 2, 2021					Half 1, 2022																																			
						J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
1	Total Project Duration	839 days?	Thu 2/14/19	Tue 5/3/22																																																																			
2																																																																							
3	Planning and Design	429 days?	Thu 2/14/19	Tue 10/6/20																																																																			
4	Submit Proposal	0 days	Thu 2/14/19	Thu 2/14/19																																																																			
5	Notice to Proceed	3 days	Thu 2/14/19	Mon 2/18/19	4																																																																		
6																																																																							
7	Task 1 - Preliminary Design	40 days	Tue 2/19/19	Mon 4/15/19																																																																			
8	Subtask 1.1 - Project Management	40 days	Tue 2/19/19	Mon 4/15/19																																																																			
9	Prelim. Design - Project Mgmt.	40 days	Tue 2/19/19	Mon 4/15/19	5																																																																		
10	Prelim. Design - KO Meeting and Site	1 day	Wed 2/20/19	Wed 2/20/19	5FS+1 day																																																																		
11	Subtask 1.2 - Info. Review and Site Rec	15 days	Tue 2/19/19	Tue 3/12/19																																																																			
12	Information Request of CMWD	0 days	Tue 2/19/19	Tue 2/19/19	5FS+1 day																																																																		
13	Information Received	5 days	Wed 2/20/19	Tue 2/26/19	12																																																																		
14	Site Recon. Meeting	1 day	Wed 2/20/19	Wed 2/20/19	5FS+1 day																																																																		
15	Project Information Review	10 days	Wed 2/27/19	Tue 3/12/19	13																																																																		
16	Subtask 1.3 - Geotech. Desktop Study	24 days	Wed 2/20/19	Mon 3/25/19																																																																			
17	Perform Desktop Study	20 days	Wed 2/20/19	Tue 3/19/19	5FS+1 day																																																																		
18	Submit Draft Desktop Study	0 days	Tue 3/19/19	Tue 3/19/19	17																																																																		
19	Review Draft Desktop Study	2 days	Wed 3/20/19	Thu 3/21/19	18																																																																		
20	Submit Final Desktop Study	2 days	Fri 3/22/19	Mon 3/25/19	19																																																																		
21	Subtask 1.4 - Boundary/Easement/Ro	7 days	Wed 2/20/19	Thu 2/28/19																																																																			
22	CMWD Data Gathering	5 days	Wed 2/20/19	Tue 2/26/19	12																																																																		
23	CMWD Provision of Data to WWE	0 days	Tue 2/26/19	Tue 2/26/19	22																																																																		
24	Data Review	2 days	Wed 2/27/19	Thu 2/28/19	23																																																																		
25	Subtask 1.5 - Utility Coordination	26 days	Thu 2/21/19	Thu 3/28/19																																																																			
26	Send Utility Letters	1 day	Thu 2/21/19	Thu 2/21/19	5FS+2 days																																																																		
27	Receive Utility Letter Responses	25 days	Fri 2/22/19	Thu 3/28/19	26																																																																		
28	Subtask 1.6 - Preliminary Design Repor	38 days	Thu 2/21/19	Mon 4/15/19																																																																			
29	Draft PDR	27 days	Thu 2/21/19	Fri 3/29/19	10,18FF-3 days,23																																																																		
30	Submit DRAFT PDR	0 days	Fri 3/29/19	Fri 3/29/19	29																																																																		
31	Draft PDR Review	8 days	Mon 4/1/19	Wed 4/10/19	30																																																																		
32	Draft FINAL PDR	3 days	Thu 4/11/19	Mon 4/15/19	31,27FF-3 days																																																																		
33	Submit FINAL PDR	0 days	Mon 4/15/19	Mon 4/15/19	32																																																																		
34	Task 2 - Final Design and Contract Docs.	376 days	Tue 4/30/19	Tue 10/6/20																																																																			
35	Grant Review	120 days	Tue 4/30/19	Mon 10/14/19	33FS+10 days																																																																		
36	Grant Funding Approval	20 days	Tue 10/15/19	Mon 11/11/19	35																																																																		
37	CMWD NTP for Final Design	0 days	Mon 11/11/19	Mon 11/11/19	36																																																																		

Project: CMWD_Intertie Pipelin Date: Thu 2/14/19	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

ID	Task Name	Duration	Start	Finish	Predecessors	Half 1, 2019					Half 2, 2019					Half 1, 2020					Half 2, 2020					Half 1, 2021					Half 2, 2021					Half 1, 2022											
						J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
38	Subtask 2.1 - Project Management	236 days	Tue 11/12/19	Tue 10/6/20																																											
39	Final Design - Project Management	236 days	Tue 11/12/19	Tue 10/6/20	37																																										
40	Final Design KO Meeting	1 day	Tue 11/19/19	Tue 11/19/19	37FS+5 days																																										
41	Subtask 2.2 - Design Support Services	92 days	Wed 11/20/19	Thu 3/26/20																																											
42	Subtask 2.2.1 - Geotechnical	92 days	Wed 11/20/19	Thu 3/26/20																																											
43	Pre-Exploration	5 days	Wed 11/20/19	Tue 11/26/19	40																																										
44	CalTrans Permit for Access	40 days	Wed 11/27/19	Tue 1/21/20	43																																										
45	Subsurface Exploration	2 days	Wed 1/22/20	Thu 1/23/20	44																																										
46	Lab Testing	15 days	Fri 1/24/20	Thu 2/13/20	45																																										
47	Geotech Analysis	15 days	Fri 2/14/20	Thu 3/5/20	46																																										
48	Draft Geotech Report	15 days	Fri 2/21/20	Thu 3/12/20	47FS-10 days																																										
49	Final Geotech Report	5 days	Fri 3/20/20	Thu 3/26/20	48FS+5 days																																										
50	Subtask 2.2.2 - Potholing	20 days	Wed 1/22/20	Tue 2/18/20	44																																										
51	Subtask 2.2.3 - Design Survey	30 days	Wed 1/22/20	Tue 3/3/20	44																																										
52	Subtask 2.2.4 - Surge Analysis	20 days	Wed 12/4/19	Tue 12/31/19	40FS+10 days																																										
53	Subtask 2.2.5 - Corrosion	20 days	Wed 12/4/19	Tue 12/31/19	40FS+10 days																																										
54	Subtask 2.3 - 60% Design	61 days	Fri 2/21/20	Fri 5/15/20																																											
55	Prepare 60% Design	50 days	Fri 2/21/20	Thu 4/30/20	40,48FS-15 days,5																																										
56	Submit 60% Design	0 days	Thu 4/30/20	Thu 4/30/20	55																																										
57	60% Design Workshop	1 day	Fri 5/1/20	Fri 5/1/20	56																																										
58	CMWD Review	10 days	Mon 5/4/20	Fri 5/15/20	57																																										
59	Subtask 2.4 - 90% Design	51 days	Mon 5/18/20	Mon 7/27/20																																											
60	Prepare 90% Design	40 days	Mon 5/18/20	Fri 7/10/20	58																																										
61	Submit 90% Design	0 days	Fri 7/10/20	Fri 7/10/20	60																																										
62	90% Design Workshop	1 day	Mon 7/13/20	Mon 7/13/20	61																																										
63	CMWD Review	10 days	Tue 7/14/20	Mon 7/27/20	62																																										
64	Subtask 2.5 - 100% Design and Bid Doc	51 days	Tue 7/28/20	Tue 10/6/20																																											
65	Prepare 100% Design	30 days	Tue 7/28/20	Mon 9/7/20	63																																										
66	Submit 100% Design	1 day	Tue 9/8/20	Tue 9/8/20	65																																										
67	CMWD Review	10 days	Wed 9/9/20	Tue 9/22/20	66																																										
68	Prepare Final Bid Docs	10 days	Wed 9/23/20	Tue 10/6/20	67																																										
69	Submit Final Bid Docs	0 days	Tue 10/6/20	Tue 10/6/20	68																																										
70	Bidding and Contracting Period	50 days	Wed 10/7/20	Tue 12/15/20																																											
71	Task 3 - Eng. Services During Bidding	50 days	Wed 10/7/20	Tue 12/15/20	69																																										
72	Construction	360 days	Wed 12/16/20	Tue 5/3/22																																											
73	Task 4 - Eng. Services During Constr.	360 days	Wed 12/16/20	Tue 5/3/22	71																																										
74	Task 5 - Permitting Support	230 days	Wed 11/20/19	Tue 10/6/20	40																																										

Project: CMWD_Intertie Pipelin Date: Thu 2/14/19	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

Water Works Engineers Fee Estimate

Client Casitas Municipal Water District
 Project Ventura County/Santa Barbara County Water Intertie
 Task Order No 1
 Prepared by Andrew Borgic/ Cindy Bertsch
 Date 2/14/2019

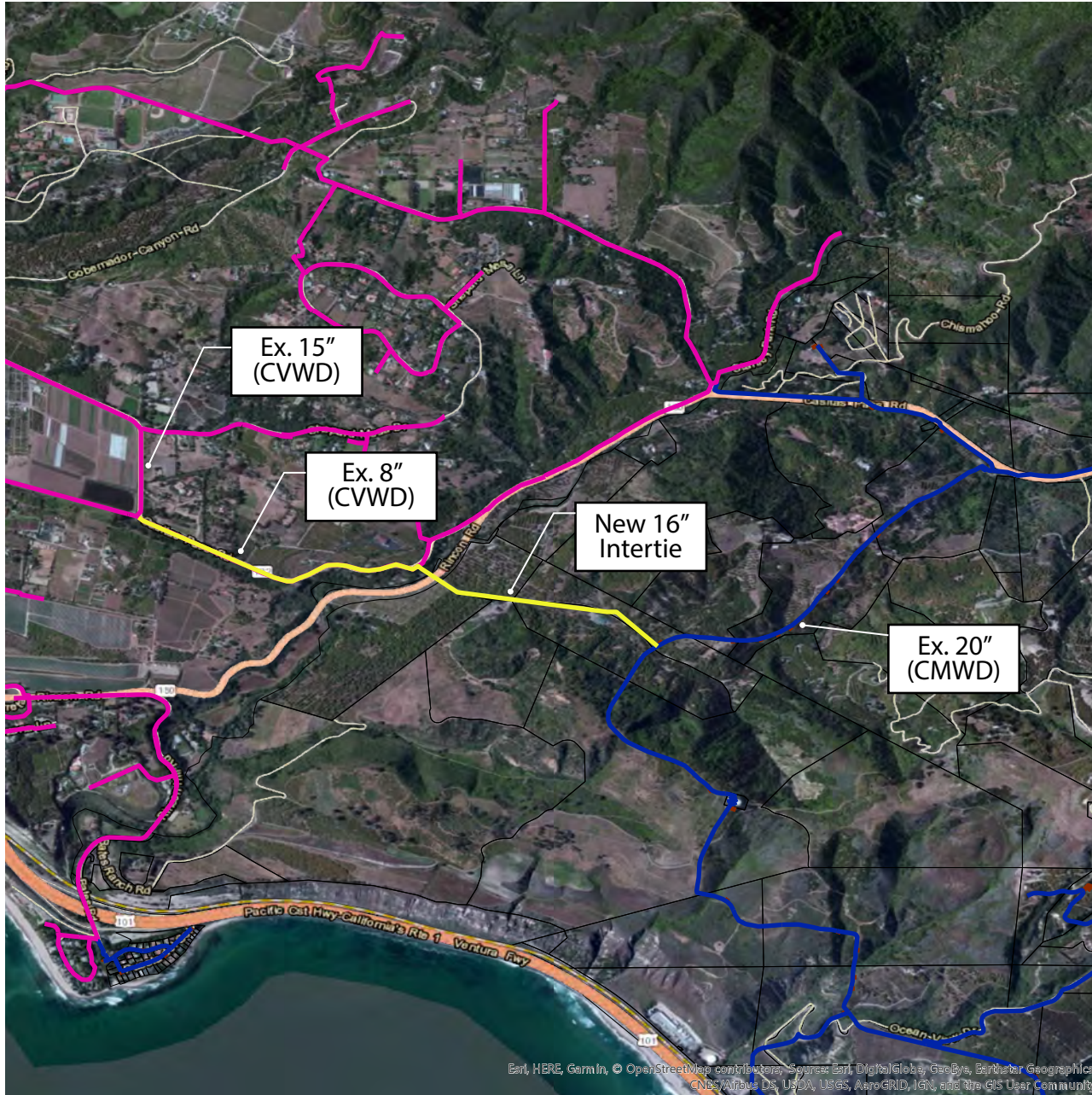


		Hours and Fee																				
		Subtask 1		Subtask 2.1		Subtask 2.2		Subtask 2.3		Subtask 2.4		Subtask 2.5		Subtask 3		Subtask 4		Subtask 5.1		Subtask 5.2		
Year		2019		2020		2020		2020		2020		2020		2021		2021		2020		2020		
		Preliminary Engineering		Design Project Management		Design Support Services		60% Design		90% Design		100% Submittal/Bid Documents		Engineering Assistance During Bidding		Engineering Services During Construction		Permitting Support-Encroachment Permits		Permitting Support-Other Permits		
<i>Water Works Engineers</i>		hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	
Classification	Title	2019 Hourly Rate																				
AA	Administrative	\$102	2	\$204																		
T1	Drafter/Jr. Technician	\$85						200	\$17,510	200	\$17,510	160	\$14,008					24	\$2,101	8	\$700	
T2	Designer/Sr. Technician	\$115	80	\$9,200				120	\$14,214	120	\$14,214	80	\$9,476									
T3	Senior Designer	\$141	30	\$4,230				100	\$14,523	80	\$11,618	40	\$5,809									
E1	Staff Engineer (E. Diego)	\$127	116	\$14,732		20	\$2,616	140	\$18,313	120	\$15,697	80	\$10,465	40	\$5,389	588	\$79,224	80	\$10,465	16	\$2,093	
E1	Staff Engineer (M. Kopec)	\$127	24	\$3,048				80	\$10,465	60	\$7,849	40	\$5,232									
E2	Associate Engineer (L. Jin)	\$155	16	\$2,480				8	\$1,277													
E4	Senior Project Engineer (J. Kellogg)	\$203	6	\$1,218				40	\$8,364	32	\$6,691	16	\$3,345							4	\$836	
E4	Senior Project Engineer (F. Yao)	\$203	16	\$3,248				40	\$8,364	32	\$6,691	24	\$5,018	4	\$861	118	\$25,413					
E4	Senior Project Engineer (C. Bertsch)	\$203	76	\$15,428	75	\$15,682	16	\$3,345	100	\$20,909	80	\$16,727	60	\$12,545	16	\$3,446	58	\$12,491	60	\$12,545	16	\$3,345
E4	Sr. Proj. Eng./PM (Borgic)	\$203	20	\$4,060	50	\$10,455			24	\$5,018	24	\$5,018	24	\$5,018			36	\$7,753				
E5	Principal Engineer (Fisher/Kader)	\$235	16	\$3,760	40	\$9,682			20	\$4,841	16	\$3,873	8	\$1,936			18	\$4,488				
Expenses																						
	WWE Expenses		\$1,800		\$500		\$600		\$1,600		\$1,200		\$1,600						\$500		\$500	
Subconsultants																						
	Survey - WM Surveys						\$38,000										\$2,500					
	Geotechnical/Trenchless - Bajada / DCM		\$9,000				\$47,000									\$5,000						
	Surge - ZZ Technologies						\$4,000															
	Potholing - VCI						\$10,000															
	Corrosion- V+A						\$35,000									\$10,000						
Subconsultant/Expense Markup		10%	\$1,080	\$50	\$13,460	\$160	\$120	\$160	\$0	\$1,750	\$50	\$50										
Annual Increase for WWE rates of		3%																				
Subtask Totals		402	\$73,488	165	\$36,368	36	\$154,022	872	\$125,558	764	\$107,208	532	\$74,614	60	\$9,697	818	\$148,618	164	\$25,661	44	\$7,525	

Preliminary Design	
Hours	Fee
402	\$73,488

Final Design		Bidding and ESDC		Permitting Support	
Hours	Fee	Hours	Fee	Hours	Fee
2,369	\$497,770	878	\$158,315	208	\$33,187

Project Total	
Hours	Fee
3857	\$762,759



Ventura-Santa Barbara Counties Intertie Project

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MICHAEL FLOOD, GENERAL MANAGER
FROM: JULIA ARANDA, ENGINEERING MANAGER
SUBJECT: AUTHORIZE GENERAL MANAGER TO SIGN PROFESSIONAL SERVICES AGREEMENT FOR CASITAS-VENTURA STATE WATER PROJECT (SWP) INTERCONNECTION PRELIMINARY DESIGN
DATE: 02/27/19

RECOMMENDATION:

It is recommended the Board of Directors authorize the General Manager to enter into an agreement for professional engineering consulting services with Kennedy Jenks for preparation of the Casitas-Ventura State Water Project Interconnection Preliminary Design for a fee not to exceed \$239,975.

BACKGROUND AND DISCUSSION:

The District issued a Request for Proposals (RFP) for the Casitas-Ventura State Water Project Interconnection Preliminary Design project on December 10, 2018. Eight firms attended the pre-proposal meeting on December 19, 2018. Five proposals were received on January 18, 2019.

Staff from Engineering, Operations and Maintenance, and the General Manager reviewed the five proposals and short-listed three firms to interview. The interviews were held on February 7, 2019. Based on the technical approach, firm experience, and familiarity with the project stakeholders, Kennedy Jenks is the highest-ranked firm.

Kennedy Jenks is well qualified and committed to completing the project in a timely fashion. The proposal includes the following schedule milestones:

Tech Memo on Existing Planning Efforts	April 2019
Tech Memo on Water Quality Impacts	June 2019
Alternatives Evaluation Meeting	July 2019
Tech Memo on Facility Sizing	August 2019
Final PDR	October 2019

BUDGET IMPACT:

The fiscal year 2018-19 budget includes an item for Calleguas-Casitas Intertie in the amount of \$200,000. It is estimated approximately \$103,400 will be expended this fiscal year for Casitas' share of work the City of Ventura is leading. The remaining \$96,600 is sufficient for the work Kennedy Jenks is expected to complete this fiscal year. The balance will be budgeted in fiscal year 2019-20.

Attachment: Proposal from Kennedy Jenks dated February 19, 2019.

B. PROJECT UNDERSTANDING AND SCOPE OF

SCOPE OF WORK

TASK 1 - PROJECT MANAGEMENT, QUALITY ASSURANCE/QUALITY CONTROL, AND MEETINGS

This task includes project management and coordination activities, quality control/assurance, and meetings with the project team and stakeholders.

Task 1.1 Project Management

The project management objective is to maintain regular communication with Casitas and make certain that project tasks are achieved in a timely and cost-effective manner.

Kennedy Jenks will perform project management activities to monitor and ensure adherence to the project schedule and budget, and provide communication with Casitas staff, internal project team members and subconsultants.

We will prepare monthly invoices and an updated schedule. Our scope is based on a project duration of six (6) months.

Task 1.2 Quality Control/Quality Assurance

Quality assurance and quality control (QA/QC) activities are integrated into Kennedy Jenks' project management system from project inception, through execution of final document submission. Our QA/QC and quality management procedures establish and maintain a structure for providing independent reviews of all work products prior to submittal to Casitas to verify quality of services provided to Casitas and adherence to industry standards. Kennedy Jenks will provide reviews throughout the course of this project consistent with Kennedy Jenks' QA/QC policies.

Kennedy Jenks will conduct an effective QA/QC program throughout the course of project in accordance with our established policy. Specific QA/QC efforts on this project will include:

- Developing a Quality Assurance Plan, which will outline how QA/QC reviews will take place during the work.
- Conducting a concept and criteria review which consists of the design team presenting the design concepts to an independent senior engineer to ensure the design concepts are in accordance with industry standards and potential issues and project risks have been identified.
- Review of all memoranda, reports, cost opinions, and calculations by an appropriate reviewer independent of the project design team.

Task 1.3 Meetings

Kennedy Jenks will prepare for, attend and facilitate project meetings in accordance with the RFP. Kennedy Jenks anticipates holding progress/review meetings/ workshops with Casitas staff and the Stakeholder Agencies, when appropriate, during the development of the Preliminary Design Report (PDR) for the State

Water Interconnection. These meetings/workshops will include:

- Project kick-off meeting with Casitas staff
- Monthly in-person or conference call progress meetings with Casitas staff (6 meetings)
- Coordination meetings with Ventura, Calleguas, and consultant preparing Comprehensive Water Resources Plan (3 meetings)
- One presentation at a Casitas Water Resources Committee meeting
- One presentation at a Casitas Board meeting
- Review meeting on Draft PDR

Kennedy Jenks will distribute a draft meeting agenda at least three (3) days prior to each meeting and will prepare and provide meeting minutes within five (5) business days after each meeting for review, comment and distribution to the Stakeholder Agencies and other attendees.

Kennedy Jenks will develop two (2) PowerPoint presentations on the Draft PDR for the Water Resources Committee and Board meetings.

TASK 1 DELIVERABLES:

- Monthly invoice and updated project schedule
- Meeting agendas and minutes
- PowerPoint presentations (2)

Assumptions:

- All meetings shall take place at the District office
- Six (6) month project duration
- **TASK 2 - REVIEW AND SUMMARIZE EXISTING PLANNING EFFORTS**

A variety of planning documents were prepared by Casitas and others evaluating a State Water Project (SWP) Interconnection. This task includes review of existing planning documents and summary of status of current SWP Interconnection Projects.

Task 2.1 Review Existing Planning Documents

Kennedy Jenks will review the following planning documents prepared by Casitas and others evaluating a SWP Interconnection for relevance and evaluate the assumptions and conclusions therein.

B. PROJECT UNDERSTANDING AND SCOPE OF

- Draft Preliminary Water Security Project Analysis (November 2016, WREA)
- Draft Environmental Impact Report State Water Interconnection Project, City of Ventura, 2018
- A Cooperative Regional Approach to Improving Ventura County's Water Supply Reliability, Richard H. Hajas, 2018
- Comprehensive Water Resources Report, City of Ventura, 2018
- Eastside to Westside Water Interconnection Projects, City of Ventura, 2017
- Midtown to Westside Waterline Interconnect, Repurpose Five Points BPS Discharge line, City of Ventura, 2017

Kennedy Jenks will review planning documents to the extent needed to develop design criteria and understand each agency's role and interest in the project.

Task 2.2 Summarize Existing Planning Documents and Status of Current SWP Interconnection Projects

Kennedy Jenks will prepare a Technical Memorandum (TM) summarizing the current status of relevant SWP Interconnection projects. The TM will discuss the design criteria to be used for the PDR and how other agencies' projects will impact Casitas.

The TM will be incorporated into the PDR as Background Information. A Draft TM will be submitted for Casitas' review and comment. The Final TM will incorporate District comments.

TASK 2 DELIVERABLES:

- Draft and Final TM, electronic PDF submittals

TASK 3 – GEOTECHNICAL STUDY

The preliminary geotechnical work scope consists of data review, site reconnaissance, and preparation of a memorandum summarizing anticipated site conditions.

Task 3.1 - Data Review

Kennedy Jenks's subconsultant, Oakridge Geoscience (Oakridge), will review published geologic mapping, Caltrans Log of Test Borings (LOTB) for the bridges along State Route 33, select historical aerial photographs, and existing geotechnical reports made available to us to characterize the general geologic conditions along the pipeline alternatives and at the potential trenchless/ horizontal directional drilling (HDD) crossing sites for the Ventura River.

Subsurface exploration to confirm our opinions relative to potential subsurface/geotechnical conditions are not included in this scope of work but will be required for project design once the alignment and structure locations are finalized.

Task 3.2 - Site Reconnaissance

Oakridge will perform a site reconnaissance with the project team to observe existing conditions along the alignment alternatives.

Task 3.3 - Summary Memorandum

Oakridge will summarize their opinions in a project memorandum relative to potential geotechnical and subsurface conditions along the pipeline alignments based on the data review and site reconnaissance. The memorandum also will provide a recommended work scope for the geotechnical design study that will be required as part of the final design of the project.

The summary memorandum will be appended to the PDR.

TASK 4– PRESSURE SURGE ANALYSIS

Task 4.1 - Information Review

Kennedy Jenks's subconsultant, Scott Foster Engineering, will review information including: proposed and existing pump station plans, sections, pump curves, valving, operations, etc.; existing hydraulic model (converted to EPANET if applicable); pipeline plans and profiles, materials, diameters, and pressure classes.

Task 4.2 - Technical Memorandum

Scott Foster Engineering will prepare a Technical Memorandum summarizing: 1) the potential causes of pressure surges in the system including those created by the proposed and existing pump stations, 2) the impacts these pressure surges will have on the existing and proposed facilities including the mains, pump stations, and distribution systems, where applicable, and 3) potential measures to eliminate adverse pressure surges that could damage any of the facilities within the system. This will include types, approximate sizing, and locations for such measures.

TASK 4 DELIVERABLES:

- Draft and Final TM

Assumptions:

- A hydraulic model of the pipeline system in Bentley or EPANET software or converted to EPANET if applicable.
- Pump station information (plans, sections, valving, pump curves, rated parameters, etc.) will be provided.
- Pipeline system information (plans, profiles, materials, pressure classes or maximum allowable hydraulic grade lines, etc.) will be provided.
- Turnout demand information will be provided.
- Control tank water surface elevations will

B. PROJECT UNDERSTANDING AND SCOPE OF

be provided.

TASK 5– EVALUATION OF EXISTING FACILITIES TO SUPPORT TWO-WAY FLOW

Kennedy Jenks will evaluate the capability of existing critical facilities to support two-way flow including Lake Casitas intake structure slide gates (i.e. existing slide gate seating), existing hollow jet valves, three-way structure (currently supports two-way flow), Ventura 1 (M) regulating station, and will consider existing pipe pressure class limitations.

Kennedy Jenks will generally consider asset condition and anticipated remaining service life based on available information provided by Casitas. It is anticipated pipeline condition assessment will be performed by others in winter 2019 as the pipeline is required to be offline for assessment and the information from this condition assessment will not be available for the PDR.

A summary of key critical facilities evaluated for two-way flow, ability to support two-way flow, and improvements required to support two-way flow will be summarized in the PDR.

TASK 6 - DEVELOPMENT OF FACILITY SITING LOCATIONS AND ALIGNMENTS (3 ALTERNATIVES)

Task 6.1 - Field Reconnaissance

Field reconnaissance is an important element of the project. This field work allows the project team to become familiar with the project area and the project needs and requirements. The field reconnaissance will verify data obtained and reviewed, verify surface features, and assure the alternative alignments developed and siting locations developed will accommodate actual field conditions for the construction methods determined.

Task 6.2 - Develop Alternatives

Kennedy Jenks will develop two (2) new alignment alternatives for the interconnection pipeline in addition to the existing pipeline alignment, based on the Olive-Ramona Turnout No.2 connection point, and up to three (3) optimal pump station and control reservoir siting locations.

The alternatives will be evaluated and presented to Casitas as part of Task 9.2

TASK 7 - WATER AGE ANALYSIS AND WATER QUALITY ASSESSMENT

Task 7.1 – Water Quality and Potable Water System Review

Kennedy Jenks will review the representative water quality in the drinking water systems for Casitas and Calleguas for the areas to be potentially supplied via the interconnection. The following activities will be

performed:

- Identify and summarize a range of water quality (Maximum, Average and Minimum values) in both potable water systems for several key parameters, including TDS, pH, boron, chloride, fluoride, sulfate and chloramine residual. Water quality analytical results over a period of two years will be requested, summarized and reviewed for both systems.
- Identify and summarize the required water quality for both potable water systems. Water quality requirements to be based on SWRCB DDW Drinking water Standards and specific potable water quality standards for both Casitas and Calleguas, as applicable.
- Identify and summarize pipeline materials and age in both systems. A list of pipeline materials and age will be requested from Casitas. Kennedy Jenks will confirm the information for Calleguas in areas potentially supplied via the interconnection as obtained for the Ventura-Calleguas Interconnection are still applicable.

Task 7.2 – Water Quality Evaluation and Summary

Kennedy Jenks will assess the potential water qualities to be introduced via the interconnection for compliance with existing system requirements and conditions as follows:

- Based on results from the previous task, identify and summarize a range of potential water quality blends to be introduced via the interconnection.
- Compare potential water quality blends to current water quality and system requirements for both systems. Identify additional treatment, if any, to meet system requirements.
- Based on the potential water quality blends, assess corrosion potential for both systems via desktop evaluation. Identify additional conditioning, if any, required for corrosion protection.

Task 7.3 – Water Age and Chloramine Decay

Water age can affect chloramine residual decay, the potential for nitrification and the concentration of disinfection byproducts. Based on water age estimates derived in the hydraulic analysis, the following water quality related tasks will be conducted:

- Identify water quality parameters that will impact chloramine stability, including pH, free ammonia, alkalinity, and bromide. Estimate representative values for both potable water systems.
- Model chloramine decay with water age

B. PROJECT UNDERSTANDING AND SCOPE OF

using commercially available models.

- Review a range of potential water quality blends to be introduced via the interconnection related to chloramine decay.
- Identify additional treatment, if any, related to chloramine decay.

Task 7.4 – Technical Memoranda

Kennedy Jenks will prepare a draft and final technical memorandum of the water quality assessment which will include the items identified in the above subtasks. Kennedy Jenks will submit the draft and final technical memoranda electronically to Casitas.

TASK 7 DELIVERABLES:

- Draft and Final Water Quality Assessment TM electrical PDF submittals

TASK 8 – INTERCONNECTION PIPELINE, PUMPING AND CONTROL RESERVOIR FACILITY SIZING

Task 8.1 – Hydraulic Evaluation

A spreadsheet model will be developed to evaluate the existing Olive-Ramona connection and size the interconnection pipeline and regulating/pumping and control tank facilities considering a phased approach with incremental flows of 10 cfs, 20 cfs and 30 cfs. The spreadsheet will produce a minimum and a maximum hydraulic grade line based on the following set of inputs:

- Interconnection pipeline boundary conditions (flow rate/direction and hydraulic grade range at connection point)
- Pumping facility location
- Control reservoir location
- Pipeline alignment and size

The hydraulic evaluation will be performed for the proposed project. The evaluation will consider pumping to a control reservoir for direct use in the summer and bypassing the control reservoir and sending the water to Lake Casitas in the winter.

For each scenario, revised boundary conditions will be entered as inputs in the spreadsheet model. Each scenario will be iteratively adjusted by varying pipeline size to generate an acceptable hydraulic grade line range and Net Positive Suction Head (NPSH). The spreadsheet will be used to provide estimates of the required interconnection pipeline size and pumping facility and control reservoir operating range. Proposed new facilities identified will consider the requirements to support two-way flow.

Task 8.2 – Technical Memoranda

Kennedy Jenks will prepare a draft and a final TMs documenting the assumptions, hydraulic evaluation methodology and results. Kennedy Jenks will submit

the draft and final technical memoranda electronically to Casitas.

TASK 8 DELIVERABLES

- Draft and Final TM, electronic PDF submittals

TASK 9 – EVALUATION OF ALTERNATIVES

Task 9.1 - Develop Evaluation Criteria

Kennedy Jenks will develop evaluation criteria for the existing pipeline and two new (2) alignment alternatives for the interconnection pipeline, based on the Olive-Ramona Turnout No.2 connection point, and up to three (3) optimal pump station and control reservoir siting locations. Kennedy Jenks will work with Casitas to develop evaluation criteria, which best fit the Districts needs and requirements, for evaluating the alternative alignments and siting locations. A potential list of qualitative and quantitative evaluation criteria includes the following:

- Right-of-Way Availability
- Traffic Impacts/Caltrans Considerations
- Business Impacts
- Environmental Impacts
- Geotechnical Considerations
- Permitting Requirements
- Utility Impacts (conflicts, relocations)
- Operations & Maintenance Considerations
- Construction Techniques
- Constructability Issues
- Hydraulics
- Water Quality Impacts
- Service Connections
- Corrosion Potential
- Cost (relative costs)
- Schedule

Task 9.2 – Evaluate Alternatives and Summarize Evaluation

Kennedy Jenks will evaluate the alternatives based on the criteria established in Task 9.1 and constraints identified for each alternative.

Kennedy Jenks will briefly summarize the hydraulics, water quality requirements, right-of-way, Caltrans requirements, geotechnical conditions, permitting requirements, environmental constraints, constructability issues, traffic control requirements, relative construction costs and schedule evaluation of alternatives and a PowerPoint presentation and

B. PROJECT UNDERSTANDING AND SCOPE OF

meeting with Casitas to discuss the preliminary results. The purpose of this meeting is to solicit feedback from Casitas on the preliminary results of the evaluation as well as the anticipated recommended project before developing the preliminary design PDR and performing the hydraulic evaluation for incremental flows.

Task 9.3 – CEQA Determination

Based on the evaluation of potential environmental impacts in Task 9.1 (Develop Evaluation Criteria), and the evaluation of alternatives in Task 9.2 (Evaluate Alternatives and Summarize Evaluation), Kennedy Jenks will make a preliminary determination as to the level of CEQA analysis (i.e., Categorical Exemption, Mitigated Negative Declaration [MND], or Environmental Impact Report) for the project. This task will include a description of the various environmental documentation considerations and constraints associated with the recommended project. A biological resources desktop/literature study will be performed by Rincon Consultants to identify sensitive species occurrences and sensitive habitats that could be impacted by the project. CEQA requirements will be identified, including the anticipated timeframe for CEQA clearance

TASK 10 - COST ESTIMATES

Kennedy Jenks will prepare an AACE International Class 3 cost estimate for the recommended project including pumping and control tank facilities and associated pipeline. The unit construction costs and other cost estimating assumptions recently developed for the Calleguas Potable Water Master Plan and the Calleguas-Ventura SWP Interconnection Alignment Study will be used as the basis for this task.

In addition, cost estimates for design of the recommended facilities including topographic survey, detailed geotechnical investigation, permitting, and CEQA compliance will be prepared.

TASK 11 – EXISTING UTILITY ANALYSIS

The objective of this task is to confirm no major conflicts/fatal flaws exist along the selected alignment. Kennedy Jenks will compile utility record drawings, provided by the District, along the selected alignment in packages or reaches in lengths of ¼ to ½ mile. For scoping purposes we have assumed 20 reaches. We will also download available GIS and Mapping from the County and City of Ventura for use with identifying right of way and road centerlines. With these documents as guides, we will prepare hand sketches, as necessary, of the utilities along the alignment, including simple plans and cross sections, to identify any major conflicts.

The result of this task shall be a brief summary letter report that clearly identifies any potential restrictions

or fatal flaws along the selected alignment due to existing utilities. Options and recommendations for avoiding or getting beyond the restrictions will be incorporated.

TASK 11 DELIVERABLES

- Utility Summary Letter Report

TASK 12- DEVELOP PRELIMINARY DESIGN REPORT

Using the outline provided by Casitas in the RFP as a starting point, Kennedy Jenks will develop a draft and final Grant PDR for the Casitas-Ventura State Water Interconnection.

Task 12.1 Develop Draft PDR

Kennedy Jenks will develop and deliver a PDR that presents applicable preliminary design criteria as discussed and agreed upon with Casitas including preliminary design drawings as needed to enhance and describe proposed facilities and improvements. The PDR will incorporate information summarized in memoranda and funding letter report developed as Tasks 2, 3, 4, 7, 8 and 11 which will act as the basis for the draft PDR.

Kennedy Jenks will provide interim deliverables, such as brief letter report, TMs, or PDR draft sections, as the project progresses. Expected interim deliverables anticipated are noted below:

- Background Information (Task 2.2 Draft and Final TMs)
- Design Criteria (Draft Section)
- Water Quality Assessment (Task 7 Draft and Final TMs)
- Preliminary Design (Draft Section)
 - » Olive-Ramona Turnout No. 2 Improvements, Pump Station, Control Reservoir
- System Integration (Draft Section)
 - » Operation and Controls
- Permitting and CEQA Compliance (Draft Section)
- Project Funding (Task 11 Letter Report)
- Timeline for Implementation (Draft Section)

The Draft PDR will be provided in searchable, indexed Adobe Acrobat (pdf) format and will include tables and figures as appropriate to convey the information presented.

Task 12.2 Develop PDR

Kennedy Jenks will incorporate comments received from Casitas on the Draft PDR deliverable into the Final PDR. The Final PDR will be provided in searchable, indexed pdf format. The final report will be stamped and signed by a Professional Engineer registered in the State of California.

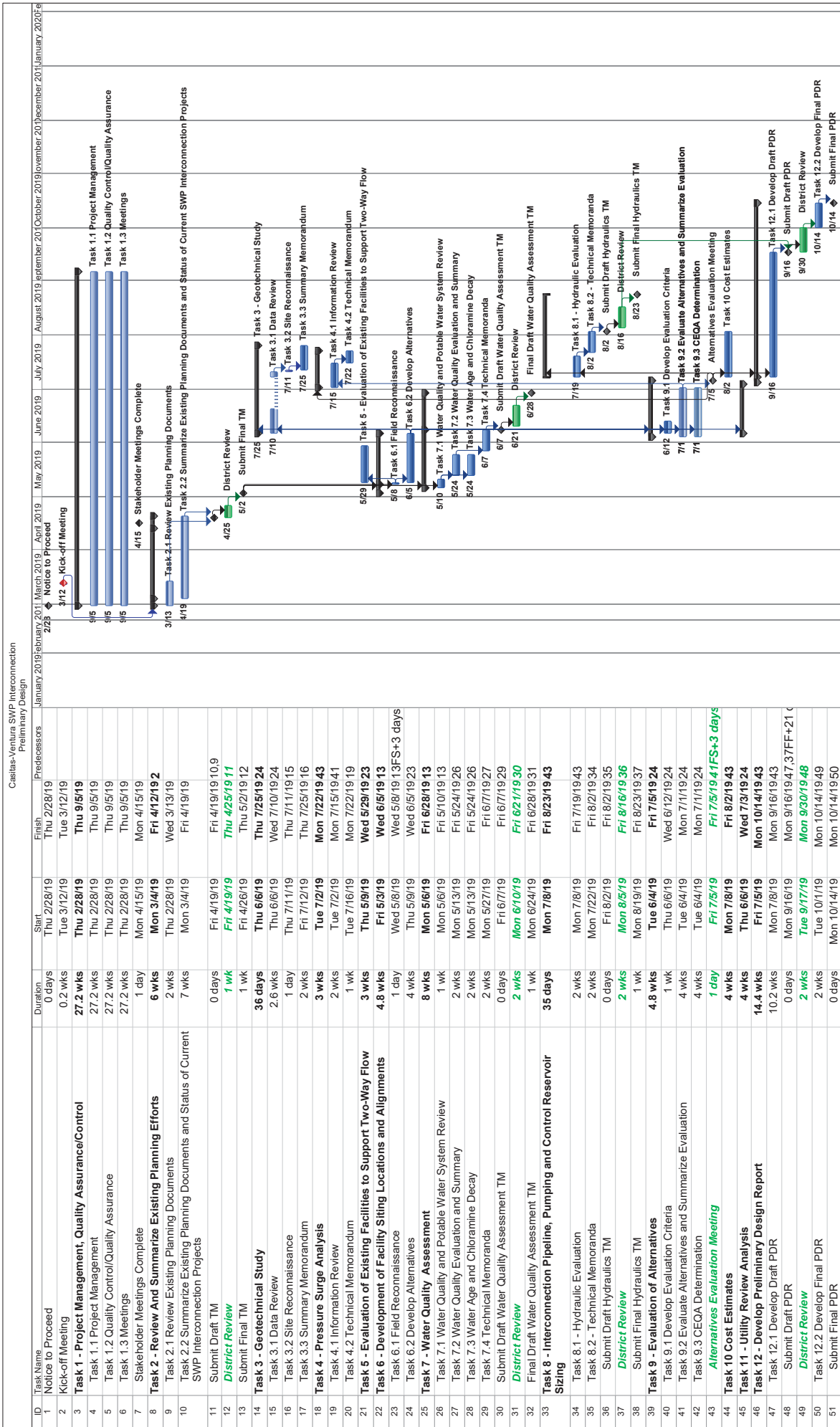
B. PROJECT UNDERSTANDING AND SCOPE OF

TASK 12 DELIVERABLES

- Interim PDR Sections (Preliminary Design, System Integration, Permitting and CEQA Compliance)
- Draft PDR, submitted electronically in a searchable, indexed Adobe Acrobat (pdf)
- Final PDR shall submitted be provided in searchable, indexed pdf format
- AACE International Class 3 cost estimate for the recommended project

Assumptions:

- Preliminary design drawings for the pump station assume a plan view drawing of the proposed pump station layout within the identified siting location (3 drawings)
- Preliminary design drawings for the control reservoir assume a plan view drawing of the proposed pump station layout within the identified siting location and a cross section view (3 drawings).
- Preliminary design drawings for the pipeline will depict the plan view alignments (2 new, 1 existing). Aerial images accessible with Google Earth will be utilized for the background. Detailed utility research will not be performed during preliminary design.
- No utility or topographic survey will be performed during preparation of the PDR. It is assumed Kennedy Jenks will rely on GIS and Google Earth contours for the preliminary design to create a hydraulic profile of the new pipeline alignments.
- Evaluation will identify any known areas requiring special construction (e.g. trenchless construction).
- Construction cost estimate will be prepared as an AACE International Class 3 level estimate.
- Hydraulic profiles will be created for the purposes of determining pump station design criteria and the resulting pump station criteria will be included in the PDR.
- Condition Assessment is not part of this preliminary scope of work.



Proposal Fee Estimate Kennedy/Jenks Consultants

CLIENT Name: Casitas Municipal Water District
 PROJECT Description: Casitas Venture SWP Interconnection Preliminary Design Date: 2/19/2019
 Proposal/Job Number: _____

Classification:	Hours	Eng-Sci-9	Eng-Sci-8	Eng-Sci-8	Eng-Sci-8	Eng-Sci-7	Eng-Sci-6	Eng-Sci-5	Eng-Sci-4	Eng-Sci-3	Eng-Sci-2	Eng-Sci-1	Designer	CAD Technician	Project Administrator	Admin. Assist.	Mide	Total Hours	Labor	KJ	Sub Package	Sub Engineering	Sub Consultants	Sub Markup	KJ	ODCs	KJ	ODCs	Markup	Total Labor	Total Expenses	Total Labor + Expenses
	\$200	\$200	\$200	\$245	\$220	\$195	\$180	\$165	\$150	\$130	\$115	\$105	\$95	\$75					Fee	Fee	Fee	Fee	Fee	10%	Fee	10%	Fee	0.0%	Fee		Fee	
January 1, 2016 Rates																																
Task 1 - Project Management, QA/QC, Meetings																																
1.1) PM Communications (6 months)	2	6	12	4	4									6	4				\$3,150	\$0				\$0	\$0	\$0	\$0	\$0	\$3,150	\$0	\$3,150	
1.2) QA/QC	6	8	12	4	4														\$9,970	\$0				\$0	\$0	\$0	\$0	\$9,970	\$0	\$9,970		
1.3) Kick Off, Progress Review Meetings/Workshops, Presentations (13)	8	20	4	4	48														\$19,845	\$0				\$0	\$0	\$0	\$0	\$19,845	\$0	\$19,845		
Task 2 - Review and Summarize Existing Planning Efforts																																
2.1) Review Existing Planning Documents	2	4	4	4	16														\$2,280	\$0				\$0	\$0	\$0	\$0	\$2,280	\$0	\$2,280		
2.2) Summarize Existing Planning Documents and Status of Current SWP Interconnection Projects	6	6	6	4	24														\$5,770	\$0				\$0	\$0	\$0	\$0	\$5,770	\$0	\$5,770		
Task 3 - Geotechnical Study																																
3.1) Data Review	2				2														\$900	\$336	\$0			\$0	\$0	\$0	\$0	\$1,236	\$0	\$1,236		
3.2) Site Reconnaissance	6				2														\$1,680	\$168	\$900	\$0	\$0	\$0	\$0	\$0	\$1,848	\$110	\$1,958			
3.3) Summary Memorandum and PDR Support	2				2														\$900	\$428	\$4,280	\$0	\$0	\$0	\$0	\$0	\$5,128	\$0	\$5,128			
Task 4 - Pressure Surge Analysis																																
4.1) Information Review	6	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	8	\$1,020	\$932	\$300	\$0	\$0	\$0	\$0	\$0	\$1,920	\$110	\$2,030			
4.2) Technical Memorandum	2				2														\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$0	\$200			
Optional Task 4 - Engaged Surge Analysis (Available Upon Request)	2				2														\$440	\$239	\$0	\$0	\$0	\$0	\$0	\$0	\$679	\$65	\$744			
Task 5 - Evaluation of Existing Facilities to Support Two-Way Flow																																
5.1) Evaluation of Existing Facilities to Support Two-Way Flow	4	4	0	0	8	0	8	0	8	0	8	0	0	0	0	0	0	20	\$4,120	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,120	\$0	\$4,120			
Task 6 - Development of Facility Siting Locations and Alignments (3 Alts)																																
6.1) Field Reconnaissance	4	8			8														\$5,160	\$0				\$0	\$0	\$0	\$5,160	\$0	\$5,160			
6.2) Develop Alternatives	4	16	0	0	40	0	48	0	48	0	48	0	0	0	0	0	110	\$27,760	\$0	\$18,000	\$0	\$0	\$0	\$0	\$0	\$22,760	\$0	\$22,760				
Task 7 - Water Quality Assessment																																
7.1) Water Quality and Potable Water System Review	2		2		1														\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$3,000			
7.2) Water Quality Evaluation and Summary	2		6		24														\$6,810	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,810	\$0	\$6,810			
7.3) Water Age and Chloramine Decay	2		3		24														\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000	\$0	\$6,000			
7.4) Technical Memoranda (Draft and Final)	6		6		12														\$3,360	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,360	\$0	\$3,360			
Task 8 - Interconnection Pipelines, Pumping and Control Tank Facility Sizing																																
8.1) Hydraulic Evaluation	8				10														\$12,560	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,560	\$0	\$12,560			
8.2) Technical Memorandum (Draft and Final)	8				20														\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$10,000			
Task 9 - Evaluation of Alternatives and Summarize Evaluation																																
9.1) Develop Evaluation Criteria	4				8														\$5,320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,320	\$0	\$5,320			
9.2) Evaluate Alternatives and Summarize Evaluation	10				20														\$19,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,600	\$0	\$19,600			
9.3) CEQA Determination	1				2														\$2,546	\$255	\$0	\$0	\$0	\$0	\$0	\$0	\$2,801	\$0	\$2,801			
Task 10 - Cost Estimates																																
10.1) Cost Estimates	2				6														\$6,160	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,160	\$0	\$6,160			
10.2) Cost Estimates	2				6														\$6,160	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,160	\$0	\$6,160			
Task 11 - Existing Utility Analysis																																
11.1) Existing Utility Analysis (20 Reaches)	10				20														\$13,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,600	\$0	\$13,600			
Task 12 - Develop Preliminary Design Report																																
12.1) Develop Draft PDR	12	30	6	2	30	8	60	40	40	40				32	8				\$41,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$41,550	\$0	\$41,550			
12.2) Develop Final PDR	8	8	2	2	16	4	30	16	4	30	16			6	6				\$19,150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,150	\$0	\$19,150			
All Tasks Total (not including optional tasks)	20	139	50	28	14	270	16	82	288	152	0	0	38	9	31	6	115	\$220,684	\$9,320	\$4,320	\$2,546	\$1,619	\$1,350	\$1,108	\$1,480	\$230,972	\$1,480	\$232,452				

Health & Safety Analysis

Assumptions:

1. Dry/Difficult Conditions Persist
2. Ag Demands Remain Constant @ 6,300 AF/Year
3. Health & Safety @ 5,600 AF/Year
4. Net Evaporation @ 2,500 AF/Year
5. Total Yearly Demand of 14,400 AF

Assume FY 2019 Lake Demands (Mar through June):	3,000 AF
Add Remaining Net Lake Evaporation:	<u>500 AF</u>
FY 2019 Total Estimated Lake Demand:	3,500 AF

Estimate End FY 2019 Lake Level: 92,000 AF – 3,500 AF = **88,500 AF (37.2%)** (Conservative)

Stage 5 Lake Volume: **59,494 AF (25%)**

	<u>With Ag (14,400 AF/Year)</u>	<u>W/O Ag (8,100 AF/Year)</u>
Estimate End FY 2020 Lake Level :	74,100 AF (31.1%)	N/A
Estimate End FY 2021 Lake Level :	59,700 AF (25.1%)	66,000 AF (27.7%) (8 Years Supply)
Estimate End FY 2022 Lake Level :	45,300 AF (19.0%)	57,900 AF (24.3%) (7 Years Supply)

INTEROFFICE MEMORANDUM

TO: MIKE FLOOD
FROM: SUSAN MCMAHON
SUBJECT: ACCEPT PROPOSAL AND ENTER INTO AN AGREEMENT WITH
BLANKINSHIP & ASSOCIATES, INC. AND CLEAN LAKES, INC.
DATE: FEBRUARY 20, 2019

Recommendation:

It is recommended that the Board of Directors accept the proposal and enter into an agreement with Blankinship & Associates, Inc. and Clean Lakes, Inc. in an amount not to exceed \$85,000 to assist in obtaining a State Implementation Policy Section 5.3 Exception (SIP) under the National Pollutant Discharge Elimination System (NPDES) Permit for Biological Pesticides and Residual Chemical Pesticide Applications from Aquatic Animal Invasive Species Control Applications at Lake Casitas.

Discussion:

The Quagga Committee has requested rapid response in the advent of an invasive mussel infestation. Part of this process involves having the ability to quickly mobilize and treat the lake if necessary. If an invasion occurs a copper containing product will be used to treat Lake Casitas, for which it is necessary to have an NPDES Permit issued by The State Water Resources Control Board (SWRCB). The dose of copper necessary for eradication would exceed certain limitations set by the SWRCB. This can be addressed by obtaining the SIP Exception from regulatory limits on copper use. Eligibility for the SIP Exception requires completion of the CEQA process. The proposal from Blankinship & Associates, Inc. and Clean Lakes, Inc. specifies the assistance that will be given with preparation of documentation and other tasks necessary for obtaining the SIP exception.



1615 5th St. Suite A
Davis, CA 95616
(530) 757-0941
www.h2osci.com

Susan McMahon
Water Quality Supervisor
Casitas Municipal Water District
1055 Ventura Ave
Oak View, CA 93022

Via Email: smcmahon@casitaswater.com

February 17, 2019

RE: State Implementation Plan (SIP) and California Ocean Plan Exceptions for the Use of Copper in Compliance with the Statewide General National Pollutant Discharge Elimination System (NPDES) Permit for Biological Pesticide and Residual Chemical Pesticide Discharges to Waters of the US from Aquatic Animal Invasive Species Control Applications

Dear Susan:

Attached, please find our proposal to assist the District with preparation of documentation necessary for the use of copper to control invasive aquatic animals.

After your review, please call me at (530) 757-0941 to discuss any questions.

Tom Moorhouse with Clean Lakes and I look forward to assisting you with this important project.

Sincerely,

BLANKINSHIP & ASSOCIATES, INC.

Michael S. Blankinship, P.E.
Project Manager

CC: Tom Moorhouse, Clean Lakes Inc.

Attachment: Scope of Work and Terms of Agreement

Preliminary Phased Scope of Work Casitas Municipal Water District

State Implementation Plan (SIP) and California Ocean Plan Exceptions for the Use of Copper in Compliance with the Statewide General National Pollutant Discharge Elimination System (NPDES) Permit for Biological Pesticide and Residual Chemical Pesticide Discharges to Waters of the US from Aquatic Animal Invasive Species Control Applications

Background

Casitas Municipal Water District ("District") retained Clean Lakes to prepare an Aquatic Pesticide Application Plan (APAP) for the use of copper according to the Statewide General National Pollutant Discharge Elimination System (NPDES) Permit for Biological Pesticide and Residual Chemical Pesticide Discharges to Waters of the US from Aquatic Animal Invasive Species Control Applications ("Permit"). The Permit requires compliance with the following:

- The 2005 Policy for Implementation of Toxics Standards for Inland Surface Waters, Enclosed Bays, and Estuaries in California (aka the State Implementation Plan, or "SIP")
- The 2000 California Toxics Rule (CTR)
- The 2012 California Ocean Plan

The SIP assigns limitations for the CTR priority pollutant copper and prohibits its discharge into receiving waters in excess of applicable water quality criteria. Although the SIP prohibits this discharge, SIP Section 5.3 allows for short-term or seasonal exceptions for resource or pest management conducted by public entities.

Public entities that are eligible to use a SIP Exception must satisfactorily complete several steps, including preparation of technical and other documents to satisfy California Environmental Quality Act (CEQA) requirements. These documents typically include an analysis of reservoir conditions and water quality, copper environmental fate and potential impacts to fish and other ecological receptors.

The California Ocean Plan allows exceptions from meeting receiving water limitations for pollutants discharged into the Pacific Ocean when the exception will not compromise protection of ocean waters for beneficial uses and the public interest will be served.

Blankinship & Associates and Clean Lakes were retained in August 2018 to assist the District in analyzing the need and appropriateness of a SIP exception. The analysis included consideration of spatial and temporal permit requirements, EarthTec® copper label restrictions, lake operational characteristics including water release, and characteristics of receiving waters. In September 2018, Clean Lakes sent a letter to the District summarizing the findings of the analysis and concluded that a SIP exception is appropriate. In November 2018, a presentation was made to District staff on the analysis methods used and the basis for the recommendation of a SIP exception.

Based on the above information, we propose the following phased project approach:

Phase 1:

Task 1. Agency Preconsultation and Consultation

As necessary, we will communicate with the State Water Resources Control Board (SWRCB) and/or Regional Water Quality Control Board (RWQCB) staff as responsible and trustee agencies to discuss and present details of the proposed District CEQA document prior to submittal.

We may also contact the California Department of Fish and Wildlife (CDFW) and other resource agencies as needed.

Task 2. District Preconsultation and Consultation

With assistance from Clean Lakes, we will meet with District staff and other knowledgeable parties to gather details on the potential use of copper. At a minimum, the following data and documentation is required:

1. Data on the type and location of known or suspected endangered, threatened or listed species;
2. Water quality and past use of copper to control algae and aquatic weeds.
3. Habitat or water quality related interactions with regulatory agencies such as Department of Pesticide Regulation (CDPR), County Agricultural Commissioner (CAC), National Marine Fisheries Service (NMFS), US Fish and Wildlife Service (USFWS), US Army Corps of Engineers (COE), CDFW, or other local, state, and federal agencies;
4. Information on the status and activity of any group(s) that may oppose the use of copper or have been averse to the District on related issues.

Task 3. CEQA Initial Study Preparation

Based on the results of Tasks 1 and 2, we will prepare a CEQA Initial Study (IS) that includes significant focus on water quality and biological resources with the intention of identifying the water quality and/or environmental impacts of the project and determine whether the identified impacts are "significant". The project is defined as the District's use of copper to control aquatic animal invasive species in Lake Casitas.

Phase 2:

Task 4. Additional CEQA Document Preparation (if needed)

Based on findings of "significance" in the IS, we will prepare one of the following documents:

- Negative Declaration (ND) if there are no "significant" impacts; or
- Mitigated Negative Declaration (MND) if there are potentially "significant" impacts that can be avoided or mitigated

If one or more potentially significant impacts are identified, we intend to establish a course of mitigation based on one or more of the following:

1. The EPA registration process resulting in the product label;
2. The CDPR registration process resulting in a California label;
3. The Pest Control Adviser (PCA) written recommendation;
4. The application done or supervised by a QAL/QAC;

5. The existence of monitoring and reporting as required by the permit;
6. The existence of the SIP exception to the CTR Priority Pollutant values for copper;
7. Current mitigation employed by the District, including, but not limited to implementation of Integrated Pest Management (IPM); and
8. Available water quality data that demonstrates no apparent adverse impacts from the use of copper.

Task 5. Publication, Notification and Filing

Working with District staff, we will assist in the preparation and circulation of a public Notice of Intent (NOI) to adopt an ND or MND. This will include the following sub-tasks:

- Post an NOI with the County Clerk, individuals and locations identified by the District;
- Provide an NOI and a Notice of Completion (NOC) to the State Clearing House, responsible, trustee, and other agencies identified by the District;
- If there are proposed changes to mitigation measures, attend a public hearing;
- File a Notice of Determination (NOD) with the County Clerk and the State Office of Planning and Research.

Task 6. Response to Comments on the CEQA Document

As necessary, we will prepare written responses to comments received from resource agencies (i.e. CDFW, RWQCB and/or SWRCB) or others on the IS/ND or IS/MND. We will attend meetings or complete conference calls to address comments made on the CEQA Document.

Task 7. Preparation and Submission to the SWRCB

We will prepare required SIP Exception documents according to the "Procedures for Case-by-Case Exceptions from SIP Provisions" published by the SWRCB. We will also prepared California Ocean Plan exception language according to Chapter 3 Section J of the Plan. Once completed, we will deliver the SIP and Ocean Plan exception request documentation package to appropriate SWRCB staff.

Phase 3:

Task 8. Attend Public Meeting(s) and/or Regulatory Agency Meeting(s)

On the behalf of the District, we will attend up to two (2) meetings for up a total of ten (10) hours to address questions pertaining to the SIP exception request and/or supporting CEQA documentation.

Phase 4:

Task 9. Revise the Notice of Intent (NOI) and Aquatic Pesticide Application Plan (APAP)

We will prepare a revised NOI and APAP and submit them to the SWRCB on the District's behalf to reflect changes and refinements described in the aforementioned CEQA documentation.

Assumptions and Limitations

This proposal has been prepared by Blankinship & Associates, Inc. for the District's sole and exclusive use. Unauthorized editing, duplication, or transmission of this document is strictly prohibited unless express consent is obtained from us.

The above scope of work assumes the following:

- 1.) The District is the certifying lead agency for the IS/ND or IS/MND.
- 2.) We are permitted to use your existing biological resource data, historical aquatic pesticide use data, water quality data (including hardness), maps, past NPDES permit report(s) and other required project background information.
- 3.) The timeline for the SWRCB to process and approve the District's SIP exception request is unknown. We will work with SWRCB staff to identify the earliest possible approval date.
- 4.) Uncertainty exists as to the level of effort needed to prepare a scientifically and legally defensible CEQA document. This scope of work proposes that an IS/ND or IS/MND be used. Depending on factors including, but not limited to, state agency policy, public comment, revisions to the Permit and the results of our work, and other factors not yet known, an EIR may be required. No warranty, expressed or implied is made that suggests that an either an IS/ND or IS/MND will be adequate.
- 5.) Documentation submitted for purposes of obtaining a SIP exception is adequate to also obtain a California Ocean Plan exception.
- 6.) No comments are expected from CDFW as a result of their 30-day review period.
- 7.) No consultations are included with any federal resource agency.
- 8.) Delays caused by the District or the District's legal counsel are not the responsibility of Blankinship & Associates, Inc.
- 9.) Our scope is of a technical nature and we do not offer legal advice. Accordingly, we strongly suggest that the CEQA document prepared by us be reviewed by the District's legal counsel.
- 10.) All provisions of California Civil Code Section 2782.8 are applicable to our scope of work.
- 11.) Our liability to the District arising from services performed shall not exceed the total compensation received by us.
- 12.) The proposal does not cover any penalties, fines, permits, licenses, certifications, or agreements or their associated fees.
- 13.) We are not liable to the District or any third party for losses, damages or penalties arising from the Client's alleged negligent acts, errors or omissions regarding pesticide storage, handling or application.
- 14.) We are not responsible for and have no liability related to the District's use of aquatic pesticides or failure of the District to comply with the Permit, requirements of this proposal or other applicable laws and regulations.
- 15.) This proposal is good for 30 days.

Cost Estimate

Phase 1:	\$22,000.
Phase 2:	\$55,000.
Phase 3:	\$4,000.
Phase 4:	<u>\$4,000.</u>
Total:	\$85,000.

If costs in addition to this are anticipated, we will notify you and will not proceed without prior authorization. Budget may be re-allocated from phase to phase to meet project objectives.

Expenses

Expenses such as travel (tolls, per diem, etc.) and outside services (copying, mail, etc.) are charged at cost plus 15%. Mileage charges are at Internal Revenue Service (IRS) rates. Costs for field equipment and vehicle use will be charged according to our current fee schedule. These expenses are included in the cost estimate.

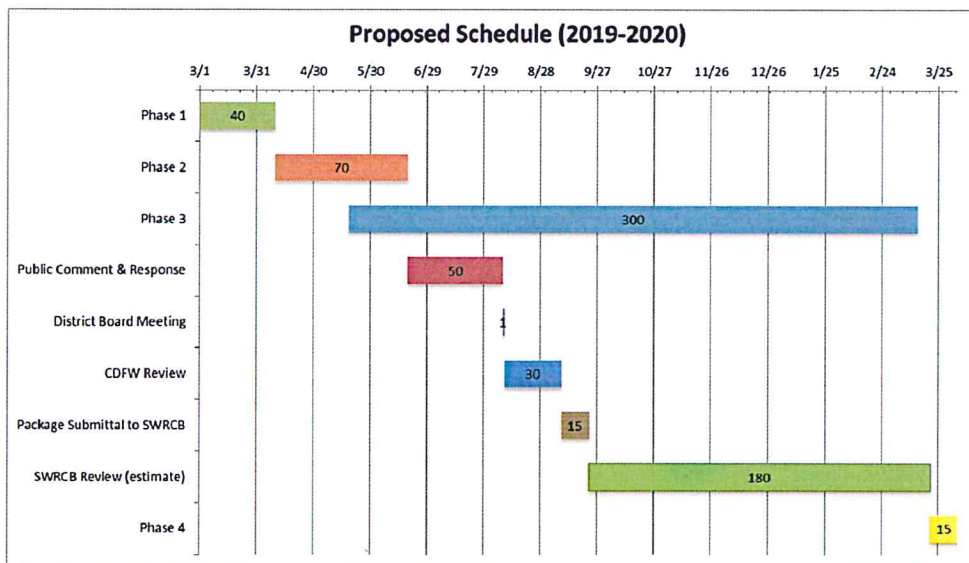
Invoice Terms

All invoices are due upon receipt. If full payment is not received within 30 days, the amounts due Blankinship & Associates, Inc. will incur a late payment charge at the annual rate of 10% starting 30 days from the date on the invoice.

Schedule

We will commence upon receiving written authorization to proceed and a retainer in the amount of \$5,000. Depending on the availability and adequacy of data, we anticipate completing work as follows:

Task Name	Start	End	Estimated Duration (days)
Phase 1	3/1/2019	4/10/2019	40
Phase 2	4/10/2019	6/19/2019	70
Phase 3	5/19/2019	3/14/2020	300
Public Comment & Response	6/19/2019	8/8/2019	50
District Board Meeting	8/8/2019	8/9/2019	1
CDFW Review	8/9/2019	9/8/2019	30
Package Submittal to SWRCB	9/8/2019	9/23/2019	15
SWRCB Review (estimate)	9/23/2019	3/21/2020	180
Phase 4	3/21/2020	4/5/2020	15



Once the Phase 2 draft IS/ND or IS/MND is reviewed and approved by the District, it will be circulated for public review for a minimum of 30 days and comments responded to. Shortly after completion of this comment and response period, we recommend that the District convene a Board meeting, consider public comments, discuss the draft document and when satisfied, certify and adopt it by preparing a Notice of Determination (NOD). Upon adoption of the NOD by the District's Board, the CDFW and County filing fees should be paid within 5 days at which time the CDFW review process will begin. Once the CDFW review period has elapsed or comments are received and responded to, we will submit the Exception request documentation to the SWRCB for review and approval.

Agreement

The document entitled "Casitas Municipal Water District Scope of Work" and the attached "Terms of Agreement" together shall collectively constitute the entire Agreement between Consultant and Client.

Authorization Summary

Client: Casitas Municipal Water District
Scope: State Implementation Plan and California Ocean Plan Exceptions
for the Use of Copper
Proposal Date: February 17, 2019
Estimated Cost: \$85,000

If this Scope of Work and Terms of Agreement are acceptable, please sign and date below, initial as indicated on both pages of the Terms of Agreement, and return the entire agreement to us. We will return a fully executed copy to you for your records.

Client
Printed Name/Title

Client
Signed Name

Date

Michael Blankinship/President
Consultant
Printed Name/Title

Consultant
Signed Name

Date

Agreed & Accepted: Client Initials: _____ / Consultant Initials _____

TERMS OF AGREEMENT

These terms and conditions described herein represent the entire Agreement between Blankinship and Associates, Inc., a California Corporation ("Consultant") and Client (collectively referred to as "Parties"). Any negotiations, proposals or oral agreements are integrated herein and are superseded by this Agreement. This Agreement may not be modified, assigned or altered, except in writing and signed by authorized representatives of both Parties. If any portion of this Agreement is found to be void, such portion shall be stricken and the balance of the Agreement will remain.

Scope and Standards of Work. Consultant shall perform the services outlined in the proposal referencing this Agreement. All work performed by Consultant is subject to this Agreement. If Consultant provides Client with a written change in scope of services, these services shall be done subject to this Agreement unless Client objects in writing within 5 working days after receipt. Consultant shall perform services consistent with the level of care and skill ordinarily exercised by other professional consultants under similar circumstances at the same time the services are performed. No warranty, express or implied, is included or intended by this Agreement.

Levels of Service. Consultant offers different levels of services to suit the needs of different clients. For additional fees, a more extensive level of services will provide more detailed information. Client must determine the level of service adequate for its purposes. Client warrants that it has reviewed the referenced proposal and has determined that it does not need or want a greater level of service than that being provided.

Payments. All work performed under this Agreement shall be on a time and materials basis unless otherwise stated. The estimate of fees and the fee rate in the proposal indicates that Consultant will not incur fees and expenses in excess of the estimate without first obtaining Client's authorization. All invoices are due within 10 days of date on invoice. If Client fails to make full payment to Consultant, the amounts due Consultant will incur a late payment charge at the annual rate of 10% starting on the 10th day from the date of the invoice.

Limitation of Liability. The total cumulative liability of Consultant, its shareholders, directors, officers, employees, and agents, to Client arising from services performed or to be performed by Consultant whether in contract, indemnity, contribution, tort, or otherwise, and including attorneys' fees due under this Agreement, shall not exceed the total compensation received by Consultant under this agreement. Consultant has no liability or obligation to Client for:

1. Any special, consequential, incidental, punitive or penal losses or damages including, but not limited to, losses, damages or claims related to the unavailability of Client's property or facility, shutdowns or service interruptions, loss of use, profits or revenue, inventory or use charges or cost of capital or claims of Client's customers,
2. Any losses, damages or claims arising from damage to subterranean structures or utilities which are not correctly shown on plans furnished by Client to Consultant during the performance of services or which are not called to Consultant's attention by Client, or
3. For any failure or delay in performing due to circumstances beyond Consultant's control, including, but not limited to release of hazardous substances, riots, wars, fires, flood, explosion, "acts of God", adverse weather conditions, acts of government, labor disputes, delays in transportation or inability to obtain material and equipment in the open market, or
4. Pay for any of Client's defense-related costs prior to a final determination of liability or to pay any amount that exceeds Consultant's finally determined percentage of liability based upon the comparative fault of Consultant.

Client's Responsibilities. Unless otherwise agreed to, Client will:

1. Assist and cooperate with Consultant in any manner necessary and within its ability to facilitate Consultant's performance under this Agreement. The client will designate a representative who will have authority to receive information pertaining to this Agreement and who will assist as necessary in matters pertaining to the project and this Agreement,
2. Provide access to and/or obtain permission for Consultant to enter upon all property, whether or not owned by Client, as required to perform and complete the services. Client recognizes that the use of investigative equipment may unavoidably alter conditions or affect the environment at the existing Project Site(s). Consultant will operate with reasonable care to minimize damage to the Project Site(s). The cost of repairing such damage will be borne by Client, and is not included in the fee unless otherwise stated,
3. Correctly designate on plans to be furnished to Consultant, the location of all subsurface structures, such as pipes, tanks, cables and utilities on the Project Site and shall be responsible for any damage inadvertently caused by Consultant to any such structure or utility not so designated. Client warrants the accuracy of any information supplied by it to Consultant, and acknowledges that Consultant is entitled to rely upon such information without verifying its accuracy,
4. Supply to Consultant all information and documents in its possession or knowledge which are relevant to the services to be provided by Consultant. Prior to the commencement of any services by Consultant, Client shall notify Consultant of any known potential or possible health or safety hazards existing on or near the Project Site, and
5. Provide all required notifications to Governmental Agencies or the public, related to the use, existence, discharge, release, disposal, or transportation of hazardous materials or waste, fertilizers, or pesticides.
6. Acknowledge that all provisions of California *Civil Code* Section 2782.8 are applicable to Consultant's work.

Changed Conditions. If, during the course of performance of this Agreement, conditions are discovered which were not contemplated by Consultant at the commencement of this Agreement, Consultant shall notify Client of the newly discovered conditions, and the Parties shall renegotiate in good faith a revised scope of work, and Agreement. If an amended scope or Agreement cannot be agreed upon within 30 days after notice, Consultant may terminate this agreement and Consultant will be compensated as described in "Payment on Termination".

Client Indemnification. Client shall indemnify and hold harmless Consultant, its agents, subcontractors, directors, officers and employees, from and against any and all claims, suits, liability, damages, injunctive or equitable relief, expenses, including attorneys' fees or other loss arising from:

Agreed & Accepted: Client Initials: _____ / Consultant Initials _____

1. Damage to subterranean structures or utilities which are not correctly shown on plans furnished by Client to Consultant,
2. Liability arising from or related to Hazardous Materials existing at the Project Site prior to the commencement of Consultant's services under this Agreement, unless caused by the sole negligence or willful misconduct of Consultant,
3. Reliance upon information or opinions contained in reports or other documents provided to such person or entity, published, disclosed or referred to without Consultant's written consent, or
4. The negligence or willful misconduct by Client or its agents, employees, principals, consultants and any third parties.

Continuing Agreement. The indemnity obligations and the limitations of liability established under this Agreement shall survive the expiration or termination of this Agreement.

Consultant's Insurance. Consultant shall obtain and maintain: Statutory Workers' Compensation/Employers Liability coverage, Commercial General Liability coverage in policy amounts of not less than \$500,000, Automobile Liability coverage in policy amounts of not less than \$500,000, and Professional ("Errors and Omissions") Liability insurance coverage in policy amounts of not less than \$1,000,000.

Document Control. Drawings, specifications, and any other instruments of service to be provided by Consultant shall remain the property of Consultant and shall not be used by the Client on any other project or for completion of this project by others without Consultant's written authorization. Client shall not assign or otherwise transfer its rights to use the documents to any other party without Consultant's written consent. Upon termination of this agreement for any reason except Consultant's convenience or default, Client's rights to use the documents shall expire and Client shall refrain from making any further use of or reproductions of the documents and shall return to Consultant within seven days of termination all originals and copies in Client's possession or control.

Samples, and Monitoring Devices. If Consultant provides laboratory services, Consultant's subconsultant laboratory will hold project samples until the sample quality expires or until the analysis is complete, whichever is first. If directed by Consultant, Client shall take custody of all monitoring devices (lysimeters, wells, probes, or other devices installed during work by Consultant) and shall take any and all necessary steps for the proper maintenance, repair or closure of such at Client's expense.

Relationship of the Parties. Consultant shall perform services under this Agreement as an independent contractor, and its employees shall at all times be under its sole discretion and control. Consultant shall select the means, manner and method of completing services without detail, control, or direction from Client.

Use of Reports. All reports and information ("Documents") developed by Consultant are for the sole use of Client and are not intended to benefit any other person or entity. No other party other than Client may rely, and Client shall make no representations to any party that such party may rely, on Documents without Consultant's express written authorization. Neither Party shall disclose or otherwise provide reports or information except as required by government agencies.

Production of Information as Required by Law. Consultant may provide any information requested by subpoena, search warrant, or other legal process. Prior to delivery of information, Consultant will promptly notify Client.

Suspension and Delays. Client may, at any time, by 10 days written notice, suspend performance of all or any part of the services by Consultant. Consultant may terminate this Agreement if Client suspends Consultant's work for more than 60 days and be paid as described under Termination. In the event Consultant services is suspended by Client or interrupted due to delays other than delays caused by Consultant, the time for completion of the performance of the services shall be appropriately adjusted and Consultant shall be equitably compensated for the additional labor, equipment, and other charges associated with maintaining its workforce for Client's benefit during the delay or suspension, or at the option of Client, for such similar charges that are incurred by Consultant for demobilization and subsequent remobilization.

Termination for Convenience. Either Party may terminate this Agreement for convenience upon ten (10) days written notice to the other Party. Notice must be in hardcopy and delivered in a manner such that evidence of delivery can be demonstrated.

Payment on Termination. In the event of termination, other than caused by a material breach of this Agreement by Consultant, Client shall pay Consultant for the services performed prior to the termination notice date, and for any necessary services and expenses incurred in connection with the termination of the project, including but not limited to termination of subcontractor contracts and the costs of completing analysis and reports necessary to document project status at the time of termination.

Dispute Resolution. Any dispute or claim relating to or arising out of or under this agreement shall be decided by binding arbitration in accordance with the Commercial Rules and under the Administration of the American Arbitration Association. Such arbitration shall be conducted in Sacramento County, California. The Award or other determination of the arbitrator(s) shall be final and judgment thereon may be entered in any court of appropriate jurisdiction. Notwithstanding the foregoing, either party may bring a claim for injunctive relief in a court of appropriate jurisdiction.

Third Party Beneficiaries. Nothing in this agreement shall create any rights or any contractual relationship with or a cause of action in favor of a third party against either Client or Consultant.

Force Majeure. Neither party shall hold the other responsible for damages or delays in performance caused by acts of God, strikes, accidents or other events or conditions (other than financial inability) beyond the other party's reasonable control.

Certificate of Merit. The Client shall make no claim for professional negligence or breach of contract either directly or in a third-party claim, against Consultant unless the Client has first provided Consultant with a written certification executed by an independent professional currently practicing in the same discipline as Consultant and licensed in the jurisdiction where the project is located. This certification shall be executed under penalty of perjury and, at a minimum, contain the following: a) the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of an Consultant performing professional services under similar circumstances; and c) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to Consultant not less than thirty (30) calendar days prior to the presentation of any claim or the initiation of any arbitration or judicial proceedings.

MEMORANDUM

TO: Water Resources Committee
From: Michael L. Flood, General Manager
RE: **Discussion of Primary Water Resources Proposal of January 15, 2019 in regard to authorizing expenditure of District counsel funds for further investigation and vetting.**
Date: February 22, 2019

RECOMMENDATION:

The Board of Directors provide direction to the General Manager and District counsel.

BACKGROUND:

Ted Moore of Primary Water Resources (PWR) presented a proposal entitled "Primary Water Resources Proposal to the Casitas Municipal Water District" at the January 15, 2019 Water Resources Committee meeting.

The proposal included two overall concepts:

1. Teague watershed well information sharing.
2. Sale of groundwater to Casitas from a groundwater well at Grand Ave & Gorham Rd.

Committee Member Baggerly asked that the proposal be reviewed by District Counsel and that comments be returned to the Water Resources Committee.

The proposal was transmitted to District Counsel and Pueblo Water Resources for review and comment.

Comments from Pueblo Water Resources were discussed at the February 19, 2019 Water Resources Committee meeting along with a short presentation of the viability of drilling water wells in the Teague Watershed in relation to the District's proposed Test Bore Project.

District Counsel presented a confidential memo to the members of the Water Resources Committee at the February 19, 2019 committee meeting in regard to a review of the PWR proposal.

DISCUSSION:

During the February 19, 2019 Water Resources Committee, Pueblo Water Resources commented that knowing the location of the well drilled by PWR in the Teague Watershed Area might be useful information.

Additionally, during a presentation of preliminary findings on the District's Teague Watershed Test Bore project, Pueblo Water Resources indicated that drilling wells in the area would be questionable in terms of water production and long-term viability of wells.

District Counsel produced a confidential memo to the Committee members in regard to the proposal which included a number of unanswered questions and that the Board should approve funding for any further investigation and vetting of the PWR proposal.

Primary Water Resources Proposal to Casitas Municipal Water District

DATE: January 15th, 2019

Ted Moore, President & CEO
Andrea Neal, PhD, Chief Scientific Officer
Primary Water Resources

A. Test Well Program for Teague Watershed:

- a. The Board is currently considering a proposal from Pueblo Water Resources, Inc. to locate test well sites in the area just North of Lake Casitas near Santa Ana Creek and the Diversion Canal.
 - i. We're assuming that the Pueblo proposal will be approved by the Board, and we're proposing that the Board further approve that PWR work with Pueblo as a Sub or Co-Consultant.
 - ii. PWR has spent considerable time and money investigating and mapping the groundwater resources in the Ojai Valley, including the Teague Watershed Area. We believe this knowledge should be considered when locating test well sites in this area.
 - iii. Recently, we located a well site on private property (that was drilled) within this area, which has a flow of 400 gallons per minute (gpm).
 - iv. Furthermore, we've mapped a large water-bearing fault system that runs through this area that does not flow subsurface into the Ventura River, but goes away from it over to Carpinteria and eventually out through Goleta.
 - v. We think the groundwater potential of this fault system is significant, and can support 3 - 5 wells that will each generate 400 to 600 gpm.
 - vi. Santa Ana & Coyote Creek Aquifers: We've located both of these groundwater aquifers, which cross the fault system and run under Lake Casitas (and below the clay cap on the lake's bottom).
 - vii. We believe the test wells should be located at the junction of these aquifers and/or on the fault system. The depth of the fault system and the aquifers is estimated to 600' to 800'.
- b. Compensation to PWR:
 - i. We are not trying to take any of the fee proposed by Pueblo. We are proposing to the Board that PWR is paid an additional fee of \$10,000. In return, we'll share all of our knowledge and work with Pueblo to help develop a test well program for the Teague Watershed.



- B. Sale of Water to Casitas (from an existing well at Grand and Gorham):
 - a. PWR is a private water company that was created two years ago with the intention to develop new groundwater resources for the Ojai Valley. Most of us live here and are very concerned about maintaining the economic viability and quality of life in the valley.
 - b. Our studies indicate that significant volumes of water are flowing underground out of the valley (and being lost to the ocean) far in excess of current safe yield estimates.
 - c. Our business plan is to front the cost of drilling wells (and infrastructure) on different aquifers (typically on private properties) that we've located and sell water to farmers, property owners and local water districts at a price that is equal to or lower than current rates of water districts in the valley.
 - d. Legal Consideration:
 - i. We work closely with Amy Steinfeld, our water attorney, at Brownstein Hyatt, Santa Barbara. She has assured us that it is legal to implement our business plan to sell water from our wells within the boundaries of the two GSA's (OBGMA and the Upper Ventura River). Having said that, she cautions that the different GSA Boards may need to approve, and that the current lawsuit filed by the City of Ventura may put our venture at risk.
- C. Proposal to Sell Water to Casitas:
 - a. Existing well at Grand and Gorham:
 - i. We have an agreement with a private property owner near the intersection of Grand Avenue and Gorham Road. There is an existing well located on the property that is currently not active. Importantly, this well is located on one of the groundwater aquifers that we've located and confirmed with our lithology mapping system. The property owner wants to put it back into service and has been paying extraction fees to the OBGMA since she purchased the property about four years ago. A recent pump test indicates a flow of 500 gpm, which equals 807 AFY. Initial water tests indicate that the water is potable and meets California safety standards. Casitas has an existing distribution line in Grand Avenue very close to the well location.
 - b. PWR Proposal:
 - i. PWR proposes to sell this water to Casitas at a price of \$650 AFY with an annual increase equal to the greater of 4% per year or the amount that Casitas increases their pricing.
 - ii. Term of Agreement: 5 year rolling term, ie, the term gets extended for an additional year as each year passes.
 - iii. Acre Feet to be Purchased: we're obligated to provide water to the property owner who owns about 10 acres, so the balance would be sold to Casitas.



- iv. PWR will pay the cost to put the well back into service and work with Casitas to put in appropriate infrastructure and connect it into the Casitas line on Grand Ave.
- v. PWR will pay the cost of power to pump the water from the well.
- vi. Casitas will pay the cost of the engineered plans for the line from the well, needed infrastructure apart from the well, and for the tie-in to their pipeline on Grand.
- vii. Construction will be managed by Casitas at their cost.
- viii. Casitas will maintain the well and infrastructure, including the cost of any further treatment of the water, such as a chloramine station.
- ix. Legal costs:
 - 1. Each party will pay their respective legal fees. We suggest that the District's legal counsel first confer with our legal counsel before proceeding with an Agreement.
- x. Conditions to the Agreement:
 - 1. Any legal clearances or assurances required by Casitas, as well as approval of costs involved.
 - 2. Easements will be granted to Casitas as needed for the pipeline connecting the well to the Casitas line and for well access and maintenance.

D. Going Forward:

- a. PWR currently has Agreements in place with 4 other private property owners where we've located additional wells sites in the Valley that we'd like to drill to create additional water sources. It is our desire to make this Grand/Gorham project the beginning of an overall plan for the valley.



Proposal



RESOURCE
CONSERVATION DISTRICT

Ventura County

Aubrey E. Sloan, President
Mike Mobley, Vice President/Treasurer
Kevin Cannon, Director
Tom Crocker, Director
Bill Morris, Director
Merrill Berge, Director
Peggy Ludington, Director

John P. Donnelly
Wildlife Conservation Board
Streamflow Enhancement Program
1416 9th Street, Room 1266
Sacramento, Ca. 95814

September 3, 2018

Re: WCB California Stream Flow Enhancement Program Proposal Cover Letter

Dear Mr. Donnelly,

The State of California has long recognized the perilous water supply scenario in Western Ventura County. When a highly-promoted 2016 El Niño did not transpire, both water providers and the community recognized the precarious, and even dangerous water supply shortage that was in play. Since then, a series of water education events have occurred, starting in the Ojai Valley. This proposal is a culmination of these long-term collaborative outreach and planning efforts.

This region of our County has one source of water: rainfall. Being "off the water grid" from other water sources and lacking strong water user and provider relations, it has taken nearly two years of meeting with and educating this community as to the mounting problem. This problem is big in scale and complex. Sometimes big problems require big solutions, or perhaps many small, targeted endeavors that add-up to a scalable solution.

That is what this grant application titled *Ventura Watershed Instream Flow Enhancement and Water Resiliency Regional Framework* intends to provide - small, scientifically-targeted projects that, when implemented, will produce measurable increases in stream flow. The projects run the gamut of rainwater capture, water reuse, and aquifer recharge, among others, to maintain appropriate instream flows support fish habitat and provide other benefits. Local water use efficiency, agricultural demonstrations, and water reuse projects are also included to improve water availability and the integrity of our regional waterways. This comprehensive approach is designed to provide a level of water security to a region at risk as drought and climate change impacts continue.

The approach described in this application is dynamic. We have identified small water cycle-related projects and bound them together into a regional watershed-wide solution that can be monitored, measured, and replicated.

By grant completion, this collection of projects will demonstrate the innovative, collaborative efforts of partners who have worked to streamline efforts and improve relations between local water users and providers. It is critical to note the depth of collaboration and innovation behind the consolidation structure of this grant application. If individual organizations from each of the 25 projects featured in this application were to independently apply for planning grant funding, the time and resources spent per organization would be immense. Additionally, by combining similar instream flow planning projects into a single application, efforts are streamlined and expedited, not only for the organizations involved in application development, but also for technical reviewers, who can more holistically understand and evaluate each project at the watershed or regional level.

We sincerely appreciate your time and effort in evaluating this proposal. As the project proponent, the Ventura County Resource Conservation District felt it important to provide this cover letter to express our appreciation of and provide the reviewing committee a glimpse of the proactive efforts expended by project partners to develop the proposed Framework planning grant. Thank you in advance for your deliberations on this proposal.

Best regards,

A handwritten signature in cursive script that reads "Debra Gillis".

Debra Gillis
Executive Director

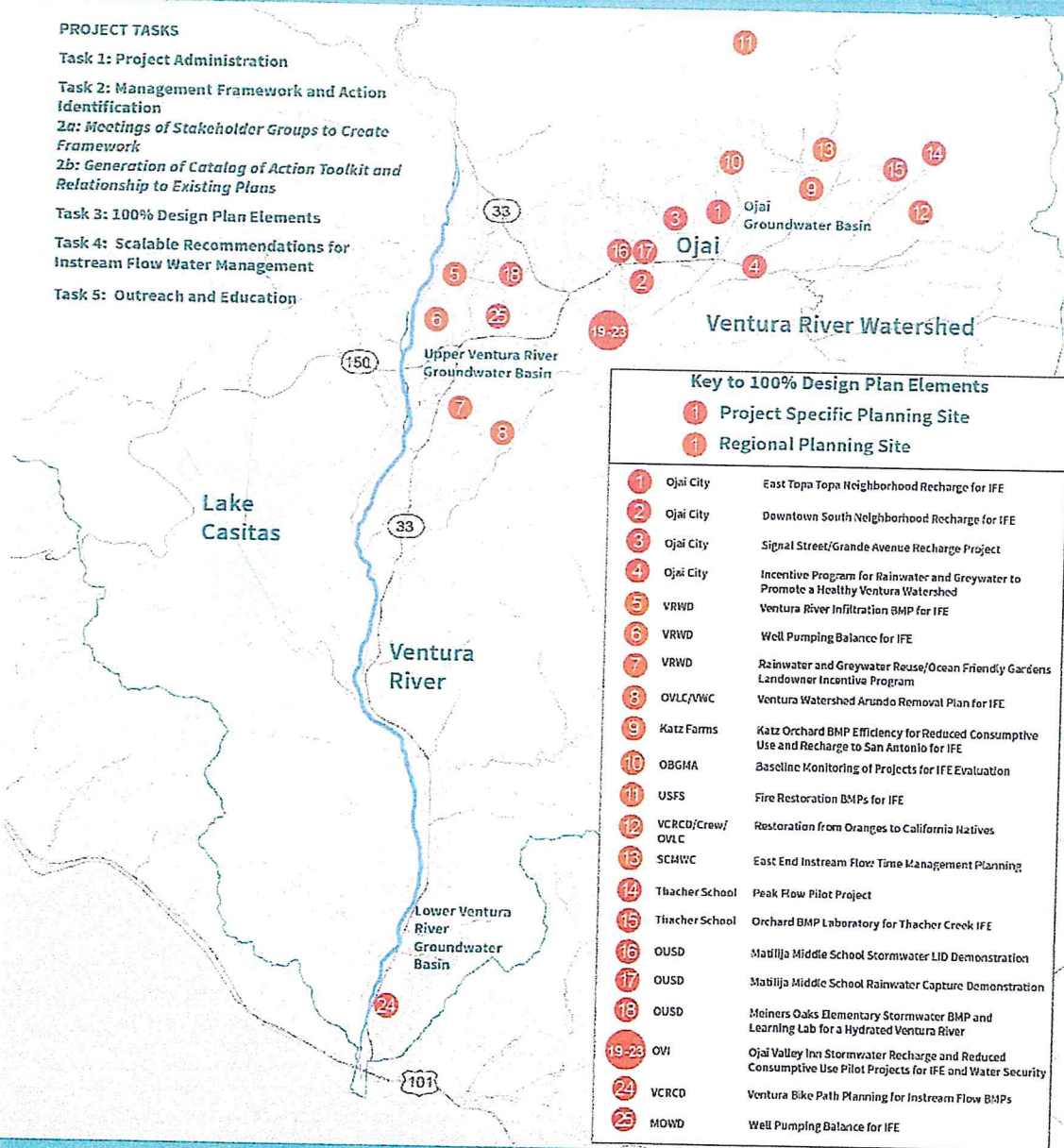
WATER MANAGEMENT FRAMEWORK FOR INSTREAM FLOW ENHANCEMENT & WATER RESILIENCY

PRE-IDENTIFIED KEY ACTIONS READY FOR PLANNING TO 100% WCB INSTREAM FLOW GRANT 2018

This project will coalesce disconnected instream flow enhancement (IFE) and water resiliency planning initiatives throughout Ventura River Watershed (VRW) into a Framework that uses best available science and stakeholder involvement to maximize connected water resources. Key water agencies and stakeholders will utilize this framework approach through identification of collaborative conjunctive use opportunities. This project will support benefits beyond instream flow by supporting recharge of three aquifers, critical to community health, hazard mitigation and water security. An outcome of developing this regional framework will extend beyond the VRW; the efforts of this project will act as a template that models instream flow targets for other watersheds.

PROJECT TASKS

- Task 1: Project Administration
- Task 2: Management Framework and Action Identification
 - 2a: Meetings of Stakeholder Groups to Create Framework
 - 2b: Generation of Catalog of Action Toolkit and Relationship to Existing Plans
- Task 3: 100% Design Plan Elements
- Task 4: Scalable Recommendations for Instream Flow Water Management
- Task 5: Outreach and Education



Proposed Letter of Support

BY FIRST CLASS MAIL & EMAIL

February 10, 2019

John Donnelly
Executive Director
Wildlife Conservation Board
1807 13th Street, Suite 103
Sacramento, CA. 95811
John.Donnelly@wildlife.ca.gov

**Re: WCB California Stream Flow Enhancement Program
Letter of Support
Ventura Watershed Instream Flow Enhancement and Water Resiliency Regional Framework (submitted September 4, 2018)**

Dear Mr. Donnelly,

The Casitas Municipal Water District (Casitas) submits this letter in support of the Ventura County Resource Conservation District's (VCRC) September 4, 2018 *Ventura Watershed Instream Flow Enhancement and Water Resiliency Regional Framework* grant proposal.

Casitas operates the Casitas Dam and Reservoir in Ventura County, which has a 238,000 Acre-Foot capacity when full. In addition, Casitas is the owner of the former Golden State Water Company and the City of Ojai water system.

Casitas supports this proposed project because it will generate 100% design plans and permitting to deliver 25 local implementation-ready projects that will contribute an additional 4,517 AFY or 6.24 cfs to enhance stream flow and multi-beneficial uses such as municipal and agricultural uses. This project is unusual in its depth of community support and participation, much of it facilitated by the Ventura RCD and Regina Hirsch of Sierra Watershed Progressive. Casitas believes that the integrated projects as envisioned are an important, if not integral, component of a long-term, durable, water supply and drought resiliency strategy.

Specifically, the Ventura RCD proposal will develop an integrated voluntary strategy to address multiple converging factors such as:

- Ongoing multi-year drought;
- 2017 Thomas Fire;
- 2014 Sustainable Groundwater Management Act (SGMA);
- Local groundwater agency plans and regulations;
- State Water Resources Control Board's *DRAFT Study Plan for the Development of an Integrated Groundwater-Surface Water Model of the Ventura River Watershed*; and
- Others.

In particular, Casitas and its multiple constituents and community members can identify with the WCB proposal's voluntary v. regulatory approach to stream flow. In part, the grant will consider and anticipate the interests and concerns of private landowners or other public interest landowners to ensure the: (1) protection of the full and existing legal rights to divert and consume surface and/or groundwater; (2) protection of the real property interest in conserved and non-diverted or non-consumed water; and (3) enhancement of stream flow for steelhead and other wildlife in and along the identified rivers and creeks. We support voluntary conservation.

The WCB grant proposal presents a unique and timely opportunity for the Ventura River watershed to address long-term water supply reliability, climate resiliency, and flow-related issues. At the same time, Ventura County can use State of California assistance. With the WCB as a potential partner, Casitas is prepared to more fully engage and lend its support to the ultimate implementation of the proposed projects and the successful enhancement of stream flow in the Ventura River watershed.

Thank you for your consideration.

Sincerely,

Angelo Spandrio
Casitas Municipal Water District
Board

April 29-30, 2019



Localizing California Waters Regional Summit

LCW: TriCounty Central Coast (*working name*)

Building Community Resiliency through Collaboration

PREAMBLE:

Ojai Valley Inn

225 people classroom style

400 max theatre style

AUDIENCE: Water, Landuse, Natural Resource Managers (influencers-policy/designers/regulatory/equity/funding/service)

POTENTIAL LISTED PARTNER CONVENERS: (not confirmed)

Ojai City, Ventura River Water District, Santa Barbara Land Trust, Ventura Land Trust, SLO Land Trust, Ojai Valley Land Trust, Ojai Chautauqua, Ventura City, Project WET, USFS, Ventura River Watershed Council, South Coast Habitat Restoration, Santa Barbara County, VCRCD, SLORCD, Cachuma RCD, TriCounty Fish Team, Creeklands, Ca Gov Office OPR, City of San Luis Obispo, Telele Foundation, NOAA, Tribal, Central Coast Water Conservancy, Ojai Valley Green Coalition, Ventura County Watershed Coalition, Morro Bay National Estuary Program, Ojai Ventura Water Agency Partnership, UC Santa Barbara, Cal Poly SLO, Friends of the River, Upper Ventura River Groundwater Assoc.

(POTENTIAL) FUNDING SPONSORS:

1. Ojai Valley Inn (facility, discount on rooms/food)
2. Project WET (coordination funds, topics, proceedings)
3. The Thacher School (A/V)
4. Patagonia (facilitator-pending ask)
5. Casitas Municipal Water District (lunch-pending ask)
6. Wildlife Conservation Board (facilitator-pending approval)
7. Santa Barbara Foundation (need to request, informal yes)
8. Rosewood Foundation (DAC participant travel assistance)
9. California Onsite Water Association (breakfast)
10. Ojai Valley Brewery?/Topa Topa Brewery/Winery (for mixer-poster session)
11. more to brainstorm HERE still need (15 speaker rooms \$3750)

Need Statement: The coastal San Luis Obispo, Santa Barbara and Ventura Counties have many geographical similarities while sharing vulnerabilities, such as water security, diminishing instream summer base flows, heightened fire and flooding risks. Many organizations in these counties have worked on streamlining efforts to reach a shared water vision, such as the Central Coast Water Conservancy and local IRWMs. However successful these efforts, silos still remain a barrier and competition for funding resources and lack of multiple benefit based projects can be enhanced. The LCW meeting aims at giving space to exchanging ideas of successful strategies that benefit Water Security, Fire/Flood, and Instream Flows, and opportunity to create a larger framework for voluntary agreements and collaborative approaches.

Outcomes: The LCW outcomes will focus on a shared water vision in 2019 for TriCounty Ca Coast Region, building off intersections of existing excellent visions from local efforts such as Ventura River Watershed Management Plan and other Water Management collaborative in the region.

- **Day 1 Ventura-San Luis Obispo Focus:** Collaboration, and literacy of latest case studies and tools from experts throughout California on balancing healthy economies, water security and watershed balance. A poster session/reception will integrate relevant current case studies, strategic planning efforts, and implementation streamlining.
- **Day 2 Ventura Watershed Focus:** Facilitated workshop, panels, seminars resulting in a shared vision and next steps for collaborative frameworks for Ventura River Watershed. If other watersheds participants are present, they will be allowed to breakout to create next steps for their watersheds as well.

Featured Speakers/Presenters:

Power of the Shared Water Vision: *Felicia Marcus, SWRCB and Eric Ekdahl Deputy over Division of Water Rights*

Water Availability and Climate in Tight Places: Drought/Fire (setting the stage statewide-describing overall trends) *Jay Famiglietti (confirmed): James S. Famiglietti is the director of the Global Institute for Water Security at the University of Saskatchewan in Saskatoon, Canada.*

Other notable speakers: *(others are pending)*

- Brock Dolman, The Water Institute
- Nicole Kuenzi, Ann Marie Orr Division of Water Rights, SWRCB
- Dan Worth, Kevin Delano Instream Flow Unit, SWRCB
- Mary Larson, Erin Wilson, CDFW
- Adam Ballard, WCB (funding)
- Staci Smith, and other (pending) NOAA/NMFS
- Carmela Brown, DWR (funding)
- Martha Davies (Inland Empire WD, Mono Lake Committee)
- Debbie Franco, Ca Governors Office of Planning and Research, Drought and Rural Affairs
- Bob Wilkinson, UC Santa Barbara Bren School

CMWD Ask:

- 1) Sponsor for Lunch for Monday and Tuesday, \$13,200 total
 - \$44/per participant
 - Expected no more than 200 on Monday \$8,800
 - Expected no more than 100 on Tuesday \$4,400
- 2) Participate in program with staff, and two board members
- 3) If sponsor, give input on agenda prior to March 22

Benefits to CMWD:

- 4) Leader in Collaborative Solutions for Ventura Watershed
- 5) No risk for taking a position on Channel Keeper v Ventura, only gain by creating space for solution based forum
- 6) Been seen as engaged by SWRCB, WCB, CDFW, NOAA/NMFS, DWR (who will be present)
- 7) Will be able to give input on agenda prior to March 22
- 8) Signage (if desired) at sponsored lunch
- 9) Speaker choice (if desired) at sponsored lunch

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Executive Committee

DATE: February 22, 2019
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Executive Committee Meeting of February 8, 2019, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Pete Kaiser
Director Russ Baggerly
General Manager, Michael Flood
Executive Administrator, Rebekah Vieira
2. **Public Comments.** None.
3. **Board comments.** None.
4. **Manager's Comments.** None.
5. **Review of Board Priorities Task List.**
The Committee reviewed the list and made several comments:
 - The Board may want to hire a facilitator in order to produce a District Mission Statement.
 - Public outreach needs to be effective and consistent in the community including the possible use of op-ed pieces.
 - The OBGMA monthly report should be presented to the Board. Director Baggerly would ask Jordan Kear if he could do this.

The Committee asked that the list be moved on to the Board of Directors for final consideration.
6. **Discussion regarding summarization of Board Meeting Minutes.**
The Committee members discussed the requirement to capture Board of Director actions as opposed to capturing public/Board member comments verbatim.

EA Vieira indicated that use of the Granicus system will produce the meeting minutes in the future and that further discussion could be had after that system is implemented.
7. **Discussion of Board Training Meeting Schedule.**
EA Vieira presented information on possible Board of Directors training activities including online, conference and group formats. Topics include governance, ethics and sexual harassment.

This item will be brought to the Board of Directors at a future meeting.
8. **Annexation Request of Ventura River Water District.**
GM presented information in regard to this item.

The Committee asked that this item be taken to the Board of Directors for approval as presented.
9. **Discussion of 2019 State Water Project Table A Supply.**

GM Flood presented information in regard to this item including the need to make a decision on selling water to Turnback Pool A prior to February 15, 2019.

The Committee asked that this be taken to the Board of Directors for consideration.

10. **Closed Session Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code § 54956.9(d)(4) (Number of Potential Cases: 1).**

The Committee asked that a closed session on this matter be conducted with the Board of Directors at the meeting of February 13, 2019.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Finance Committee

DATE: February 22, 2019
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Finance Committee Meeting of February 15, 2019, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Jim Word
Director Peter Kaiser
General Manager, Michael Flood
Accounting Manager, Denise Collin
Engineering Manager, Julia Aranda

2. **Public Comments.**

None.

3. **Board/Management comments.**

GM Flood indicated that bids for the repair to the Gorham well in the Ojai Water System would be received on March 6th and recommended that the bids go straight to the Board of Directors for consideration. The estimated cost is expected to be between \$80,000 and \$100,000.

Director Kaiser indicated that he requested staff review the current FEMA request for the possibility of adding Thomas Fire storm-related impacts to the Robles facility cleanout efforts.

4. **Request by Sam Chang for relief of the Conservation Penalty totaling \$345.00.**

Mr. Chang did not appear to present his appeal in person.

The Committee will recommend that the Board of Directors deny this request.

5. **Request by Richard Hodges for relief of the Conservation Penalty totaling \$805.00.**

John Rice appeared as a representative for Mr. Hodges as Mr. Hodges resides in Spokane WA. Mr. Rice indicated that Mr. Hodges has been a customer for many years and has always been mindful of water waste. Additionally, the leak was fixed promptly.

The Committee indicated that due to the low level of Lake Casitas and the suspension of the Casitas leak relief program in 2017, they would recommend denial of this request to the Board of Directors

6. **Request by Stephanie Beas for relief of the Conservation Penalty totaling \$255.00.**

Ms. Beas appeared and went over the details of her appeal.

The Committee indicated that due to the low level of Lake Casitas and the suspension of the Casitas leak relief program in 2017, they would recommend denial of this request to the Board of Directors. Director Word informed the customer that a payment arrangement could be made for payment of the conservation penalty and that she should contact AM Collin to make the request.

7. **Review of the Financial Statements for December, 2018.**
AM Collin presented and went over some of the details of the report.

8. **Review of the December, 2018 Consumption Report.**
AM Collin presented the report.

Committee members commented on the low volume of water demands.

9. **Review and discussion on the monthly CFD 2013-1 Report.**
AM Collin presented the report which included a page with more detailed project accounting including projects that had been assigned a project number but had not incurred any expenses yet.

10. **Surplus sale of District Assets.**
AM Collin presented a document that included descriptions and pictures of District assets that are surplus to needs.

Director Kaiser indicated that this should go to the Board of Directors for approval but the pictures could be left out due to the volume of pages.

11. **Discussion regarding opening a Custodial Account with U.S. Bank.**
AM Collin presented information on obtaining a custodial account with US Bank.

The Committee recommended that this go on to the Board of Directors for approval.

12. **Consideration of Upper Ventura River Groundwater Agency (UVRGA) funding request.**
Bruce Kuebler, Chair of the UVRGA, presented information on funding options for future operation of the agency. Two options were presented. Option 1 is a loan from Casitas to the UVRGA. Option 2 is a pay-as-you-go method involving the use of an extraction fee assessed on each acre-foot extracted during a given period. The initial fee would be based on what the District pumped in 2017. Mr. Kuebler indicated that the UVRGA members are in favor of Option 2.

GM Flood indicated that Option 2 would be the least costly and mirrors the method that the Ojai Basin Groundwater Management Agency has been using to collect fees from Casitas MWD since the acquisition of the Ojai Water System.

The Committee asked that the request be presented to the Board of Directors and recommend using Option #2.

13. **Discussion regarding Casitas-Ventura State Water Project Interconnection Preliminary Design.**
EM Aranda presented information about the recommended proposal for this project received via a public request for proposals (RFP). Kennedy Jenks was found to be the most responsive to the RFP.

The Committee asked that this proposal be presented to the Board of Directors for approval as presented.

14. **Engineering services to support Ventura-Santa Barbara Counties Intertie Project for hazard Mitigation Grant Program.**
EM Aranda presented information on the project and the proposal received from one of the on-call engineering firms. She also cautioned that in order to receive the grant, the full amount of the proposal would need to be awarded (\$762,759) by the Board of Directors however, only the cost of the preliminary design (\$73,488) would be incurred at this time. Further expenditures would involve a future action by the Board prior to construction of the project.

The Committee asked that this proposal be presented to the Board of Directors for approval as presented.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES

Water Resources Committee

DATE: February 22, 2019
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Water Resources Committee Meeting of February 19, 2019, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Russ Baggerly
Director Angelo Spandrio
General Manager, Michael Flood
Park Services Manager, Carol Belser
Engineering Manager, Julia Aranda
Division Officer, Joe Evans
District Counsel, John Matthews (AtoZ Law)
2. **Public Comments.**
None
3. **Board comments.**
Director Baggerly commented on the availability of the EIR for the State Water Interconnect project in which Ventura Water is the lead agency.
4. **Manager's Comments.**
PSM Belser commented on the status of invasive species-related documents and their approvals along with the latest invasive species monitoring report.
5. **Discussion of budget for State Implementation Policy proposal for quagga treatment.**
GM Flood presented a proposal for Clean Lakes, Inc. to process a State Implementation Policy exception with the State Water Resources Control Board in regard to treatment of Lake Casitas in the event of the discovery of an invasive species infestation. This would provide an exception to SWRCB policy that would allow the application of treatment chemicals in amounts that exceed the current limits set by the SWRCB. Total cost is \$85,000.

The Committee asked that this proposal be brought to the Board of Directors for approval as presented.
6. **Update on the California Department of Fish & Wildlife's Hatchery and Trout Plant Status.**
PSM Belser provided information as to the status of sources of fish stock for Lake Casitas. Ms. Belser indicated that the District should develop a policy for identifying sources that are protected from invasive species such as quagga mussels.

The Committee asked that this item be brought back at a future committee meeting for further discussion.
7. **Discussion of Primary Water Resources Proposal of January 15th, 2019.**
GM Flood stated that Pueblo Water Resources had reviewed the proposal in regard to information sharing and that knowing the location of the well might prove useful to their study of

the area connected to the Teague Watershed Test Bore project they are working on for the District.

DC Matthews presented the committee members with a confidential memo in regard to his review of the proposal.

Director Spandrio indicated that the theories presented in the proposal should be verified especially in regard to well site locations.

Director Baggerly asked several questions:

1. What kind of water company is PWR, LLC?
2. Who is the appropriator?
3. Risks connected to the adjudication lawsuit?
4. Indemnification of Casitas?

Richard Hajas asked why the District would need to engage a third party in order to obtain water supply from local well owners.

Director Spandrio indicated that there isn't a need for Pueblo to contract with PWR, LLC but that Pueblo Water Resources could look into the tenets of PWR's proposal and see if they are viable. Also that some research should be done to answer Director Baggerly's questions.

DC Matthews recommended that further investigation of the proposal and PWR, LLC itself be conducted but that further expenditures by his firm should be approved by the Board of Directors in advance of developing a policy approach for this proposal.

The Committee asked that the proposal and request for further expenditure of District Counsel funds be taken to the Board of Directors.

8. **Status of Teague Watershed Groundwater Assessment.**

EM Aranda provided an introduction to Martin Feeny of Pueblo Water Resources.

Mr. Feeny presented preliminary findings on the feasibility of drilling wells in the Teague Watershed. Among these findings were:

1. Water quality, quantity and sustainability of the proposed wells would be poor.
2. Construction cost for each test well would be roughly \$225K.
3. Challenges are largely the result of very thin alluvium (50' or less) and a very thick (5,000' or more) bedrock formation.
4. Previous well drilling efforts in the same area have not met with success, in particular the proposed Rancho Matilija Golf Course.

EM Aranda indicated that a final report would be produced by Pueblo and a presentation would be made to the Board of Directors once that report was available.

9. **Discussion on the proposed Technical Advisory Committee for the Matilija Formation Deep Wells.**

EM Aranda provided details of a TAC that would review the feasibility of both Matilija Formation Deep Wells, also known as the Verbo and HoBo wells. She further indicated that a proposal would be brought back to a future Water Resources Committee meeting.

10. **Proposal from MNS for design of Emily and Canada St. pipeline improvements in the amount of \$55,510.**

EM Aranda provided a handout to the Committee members.

The Committee asked that this proposal be sent to the Board of Directors for approval as presented.

11. **Director Request: Discussion of Draft Study Plan for the Development of an Integrated Groundwater-Surface Model of the Ventura River watershed.**

Director Spandrio indicated that Casitas should be more involved in collaborative efforts such as this with other entities and that Sierra Watershed Progressive is on a technical advisory committee to the State Water Resources Control Board.

12. **Director Request: Discussion of Ventura River Watershed Instream Flow Enhancement and Water Resiliency Regional Framework.**

Director Spandrio indicated that there is a \$100K grant available for proposal development and safe harbor guidance for water projects from the Wildlife Conservation Board. Further, that Casitas MWD should send a letter of support for these efforts to the Wildlife Conservation Board. A proposed letter was provided in the Committee agenda packet.

The Committee asked that the proposed letter be sent to the Board of Directors for consideration.

13. **Director Request: Discussion of CMWD-OBMGA Conjunctive Use Agreement.**

Director Spandrio asked that a task order be developed for Stantec (the firm that is currently under contract to Casitas MWD for the Comprehensive Water Resources Plan development) to provide information for the development of a conjunctive use agreement with the Ojai Groundwater Basin Management Agency.

The Committee asked that this item be brought back to a future Water Resources Committee meeting for further consideration.

14. **Information item regarding the Localizing California Waters Regional Summit.**

Director Spandrio presented information in regard to a planned meeting at the Ojai Valley Inn on April 29-30, 2019. This also included a request for a financial sponsorship of the event.

Director Baggerly asked what the expected outcome of the event might be.

Director Spandrio indicated that this would provide the District with a chance for input to the work that the State Water Resources Control Board is doing in the local area.

The Committee asked that this item be brought to the Board of Directors for consideration.

15. **Discussion of coordination between the Rates & Regulations, Water Efficiency Allocation Program, Drought Contingency, Urban Water Management Plan and possible other District planning documents.**

GM Flood provided an update and indicated that a draft copy of the revised Casitas MWD Rates and Regulations will be brought to a future committee meeting.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Personnel Committee

DATE: February 22, 2019
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Personnel Committee Meeting of February 12, 2019, at 1630 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Jim Word
Director Brian Brennan
General Manager, Michael Flood
Executive Administrator, Rebekah Vieira
Accounting Manager, Denise Collin
Park Manager, Carol Belser
2. **Public Comments.**
None.
3. **Board/Management comments.**
Directors Brennan and Word decided that they would serve as co-chairs on this committee.
4. **Initial Discussion regarding Staffing and Organizational Changes.**
GM Flood provided a presentation that reviewed a number of proposed staffing changes and organizational changes.

Further information will be brought to a future Personnel Committee meeting for review and discussion prior to recommendations going to the Board of Directors.

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: January 29, 2019
 TO: Recreation Committee
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report for December 2018

Visitation Numbers

The following is a comparison of visitations* for December 2018.

	Dec. 2018	Dec. 2017	November 2018
Visitor Days	19,552	13,148	31,200
Camps	2,080	1,363	3,677
Cars	4,888	3,287	7,800
Boats	104	74	130
Kayaks & Canoes	52	49	1

Fiscal Year to Date*	
2018/2019	340,296
2017/2018	345,052
%Change	-1.378

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

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

Camps = Campsites occupied + extra vehicles

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

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

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

Fiscal Year to Date = Beginning July 2018 reflects the total of all visitation shown in the top graph.

Operations and Boating

The District's Prevention, Control and Management Plan for Invasive Species and the Vulnerability Assessment for Invasive Species' 2016 reports that were revised in September 2018, were again updated and resubmitted to California Department Fish and Wildlife. In addition the District's Lake Casitas Invasive Mussel Rapid Response Plan was updated and re-submitted to California Department of Fish and Wildlife. We now are awaiting their approval or additional comments on the reports. The comments and subsequent updates have resulted in improved documents. Park Services Officers, Mitch Tull and RJ Faddis conducted an anti-invasive species presentation to students at Chaparral High School. Funding from this presentation came from the Quagga Grant, a two year grant to educate and inform the community on the destruction that quagga mussels cause as an invasive species, and how to help stop their spread.

Eighteen boats passed the vessel inspection process for entry into Lake Casitas, 4 failed the first inspection. Three-hundred four were retagged in December. Santa Ana Launch Ramp

ceased operation after the water level decreased. Old Coyote was reactivated in July 2017 and continues to be the only launch ramp in use. Strict protocols continue to be in place to prevent quagga and zebra mussels from entering Lake Casitas.

Maintenance finished placing the illuminated exit sign above the exit lane to better assist customers where to exit the LCRA day and night.

Park Rangers completed an American Red Cross Emergency Medical Responder course that included instruction from Ventura County Fire Station 23's Paramedic and EMT's staff.

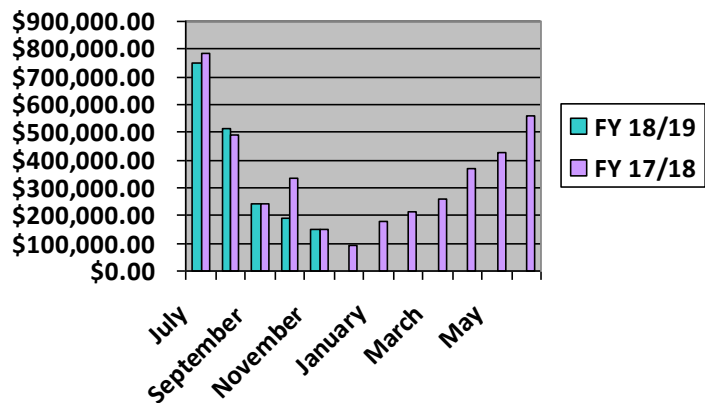


Incidents

There were 34 patrol observations where park staff made customer contact in December. Park Rangers responded to 24 calls for service and 17 customer service issues. There were 0 medical responses, and 22 disturbances with 0 requiring support from the Ventura County Sheriff's Office. There was 1 unattended fire, 1 parking violation, 5 restricted area violations resulting in 1 citation, 0 boating violations, 2 leash law violations, 1 body contact in the lake, and 8 traffic violation,

Revenue Reporting

The 2018/2019 unaudited monthly revenue figures will be reported when made available in the respective months (operations, concessions, Water Adventure, etc.) per the District's Financial Summary generated by the Finance Manager.





Consumption Report

Water Sales FY 2018-2019 (Acre-Feet)

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date		
													2018 / 2019	2017 / 2018	
													Total	Total	
AD Ag-Domestic	442	411	363	355	227	66								1,864	2,550
AG Ag	341	290	229	236	165	41								1,301	1,786
C Commercial	119	118	103	82	60	36								518	579
DI Interdepartmental	40	25	9	5	3	1								83	53
F fire	0	0	0	0	0	0								0	0
I Industrial	2	1	1	2	1	1								8	8
OT Other	26	23	23	18	13	5								109	165
R Residential	261	260	244	220	194	113								1,292	1,404
RS - P Resale Pumped	113	115	109	99	79	44								559	300
RS - G Resale Gravity	341	250	199	283	276	110								1,460	1,030
TE Temporary	2	2	2	1	23	0								30	11
Total	1,686	1,495	1,282	1,302	1,041	418	0	0	0	0	0	0	0	7,224	7,887
CMWD	1,512	1,320	1,115	1,146	907	341									
OJAI	174	175	167	156	134	77									
Total 2017 / 2018	1,355	1,185	1,608	1,628	1,026	1,085	592	898	384	815	1,078	1,200		N/A	12,853

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
02/19/19**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Farmer MAC	31315PYF0	5/2/2028	\$511,048	\$490,210	2.925%	11/20/2017	2.42%	3313
*TB	Federal Farm CR Bank	3133EGZW8	10/25/2024	\$833,918	\$802,426	2.014%	10/25/2016	3.97%	2046
*TB	Federal Farm CR Bank	31331VWN2	4/13/2026	\$881,435	\$830,759	1.901%	5/9/2016	4.11%	2574
*TB	Federal Farm CR Bank	3133EFK71	3/9/2026	\$850,940	\$823,998	2.790%	3/28/2016	4.07%	2540
*TB	Federal Farm CR Bank	3133EFYH4	2/8/2027	\$1,012,274	\$975,300	3.000%	3/24/2016	4.82%	2869
*TB	Federal Farm CR Bank	3133EGWD	9/29/2027	\$694,629	\$655,305	2.354%	11/17/2016	3.24%	3100
*TB	Farmer MAC	3133EEPH7	2/12/2029	\$480,032	\$458,770	2.710%	11/20/2017	2.27%	3593
*TB	Federal Home Loan Bank	3130A3DL	9/8/2023	\$1,558,477	\$1,484,805	1.486%	10/13/2016	7.34%	1639
*TB	Federal Home Loan Bank	313379EE5	6/14/2019	\$1,352,134	\$1,346,639	1.625%	10/3/2012	6.66%	115
*TB	Federal Home Loan Bank	3130A0EN	12/10/2021	\$524,348	\$503,175	1.107%	5/9/2016	2.49%	1011
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$755,975	\$721,864	2.875%	2/19/2016	3.57%	2274
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$454,794	\$428,292	1.203%	7/14/2016	2.12%	1639
*TB	Federal Home Loan Bank	3130A5VW6	7/10/2025	\$1,020,046	\$995,680	2.360%	5/10/2017	4.92%	2301
*TB	Federal Home Loan Bank	3130AIXJ2	6/14/2024	\$911,091	\$855,977	2.875%	8/2/2016	4.23%	1915
*TB	Federal Home Loan Bank	3130ADNW8	2/14/2020	\$998,230	\$1,000,510	3.400%	1/16/2013	4.95%	355
*TB	Federal Home Loan Bank	3133XFKF	6/11/2021	\$612,540	\$597,464	2.375%	9/8/2014	2.95%	832
*TB	Federal Home Loan MTG Corp	3137EADB	1/13/2022	\$671,426	\$660,800	1.721%	5/1/2016	3.27%	1044
*TB	Federal National Assn	31315P2J7	5/1/2024	\$781,672	\$740,711	2.625%	5/25/2016	3.66%	1872
*TB	Federal National Assn	3135G0ZR	9/6/2024	\$1,458,707	\$1,392,322	2.125%	5/25/2016	6.88%	1997
*TB	Federal National Assn	3135G0K3	4/24/2026	\$2,524,484	\$2,392,600	1.375%	7/6/2010	11.83%	2585
*TB	US Treasury Inflation Index NTS	912828MF	1/15/2020	\$1,166,672	\$1,170,562	1.375%	11/18/2015	5.79%	326
*TB	US Treasury Note	912828WE	11/15/2023	\$767,572	\$773,339	2.750%	12/13/2013	3.82%	1706

Accrued Interest \$130,550

Total in Gov't Sec. (11-00-1055-00&1065) \$20,822,447 \$20,232,055 99.98%

Total Certificates of Deposit: (11.13506) \$0 \$0 0.00%

** **LAIF as of: (11-00-1050-00) N/A \$464 \$464 2.79% Estimated 0.00%**

*** **COVI as of: (11-00-1060-00) N/A \$2,914 \$2,914 2.27% Estimated 0.01%**

TOTAL FUNDS INVESTED \$20,825,825 \$20,235,433 100.00%

Total Funds Invested last report \$20,832,034 \$20,205,320

Total Funds Invested 1 Yr. Ago \$21,083,231 \$20,170,963

**** **CASH IN BANK (11-00-1000-00) EST. \$4,456,868 \$4,456,868**

CASH IN Western Asset Money Market \$0 \$0 2.01%

TOTAL CASH & INVESTMENTS \$25,282,693 \$24,692,302

TOTAL CASH & INVESTMENTS 1 YR AGO \$24,127,879 \$23,215,611

*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.

Casitas Municipal Water District

CFD 2013-1 Improvement Fund

	Expenses Paid	Interest Earned	Balance
Bond B - Funds Received Beginning Balance	42,658,223.98		42,658,223.98
Purchase Price of Golden State Water	-34,481,628.00		8,176,595.98
Interest Jun 2017		461.18	8,177,057.16
Main Extension Contract Pmt	-5,188.39		8,171,868.77
Reinbursement from CFD 2013-1 Meter Cost	-999,237.84		7,172,630.93
Interest Jul 2017		5,544.85	7,178,175.78
Main Extension Contract Pmt	-361,183.16		6,816,992.62
Interest Aug 2017		3,677.09	6,820,669.71
Interest Sep 2017		3,647.06	6,824,316.77
Interest Oct 2017		3,437.91	6,827,754.68
Reinbursement from CFD 2013-1 Meter Cost	-1,038,855.67		5,788,899.01
Interest Nov 2017		3,614.48	5,792,513.49
Interest Dec 2017		3,663.59	5,796,177.08
Interest Jan 2018		3,894.34	5,800,071.42
Interest Feb 2018		4,511.30	5,804,582.72
Interest Mar 2018		4,221.55	5,808,804.27
Interest Apr 2018		5,400.71	5,814,204.98
Interest May 2018		6,037.34	5,820,242.32
Interest Jun 2018		6,461.77	5,826,704.09
Interest Jul 2018		6,771.59	5,833,475.68
Interest Aug 2018		7,444.64	5,840,920.32
Interest Sep 2018		7,521.43	5,848,441.75
Interest Oct 2018		7,547.03	5,855,988.78
Interest Nov 2018		8,755.99	5,864,744.77
Interest Dec 2018		8,711.47	5,873,456.24
Interest Jan 2019		9,430.38	5,882,886.62
Less: Pending Projects for Reimbursement			<u>-1,259,118.55</u>
Total funds remaining for improvement:			<u><u>4,623,768.07</u></u>

Casitas Municipal Water District

CFD 2013-1 Bond Fund

	Expenses Paid	Interest Earned	Balance
Bond B - Funds Received Beginning Balance	466,447.67		466,447.67
Interest Jun 2017		5.04	466,452.71
Interest Jul 2017		188.62	466,641.33
Interest Aug 2017		232.86	466,874.19
Interest Sep 2017		344.71	467,218.90
Interest Oct 2017		235.37	467,454.27
Interest Nov 2017		247.46	467,701.73
Applied Interest Earned for Pmt of Bond B	-468,270.91		-569.18
Interest Dec 2017		314.41	-254.77
Interest Jan 2018		254.77	0.00
Interest Feb 2018		479.96	479.96
Interest Mar 2018		671.37	1,151.33
Interest Apr 2018		1.05	1,152.38
Interest May 2018		1.20	1,153.58
Interest Jun 2018		1.28	1,154.86
Applied Interest Earned for Pmt of Bond B	-1,154.86		0.00
Interest Jul 2018		1.34	1.34
Interest Aug 2018		1.48	2.82
Interest Sep 2018		91.04	93.86
Interest Oct 2018		134.86	228.72
Interest Nov 2018		0.34	229.06
Interest Dec 2018		0.34	229.40
Interest Jan 2019		0.37	229.77

Casitas Municipal Water District
CFD 2013 - 1 Projects to be reimbursed to CMWD To Date

Project No: Project Name:	Total Cost To Date
400 Ojai System Masterplan	378,744.07
420 Sunset Place Pipeline Replacement	56,822.20
421 Cuyama, Palomar and El Paseo Roads Pipeline Replacement	208,747.99
422 South San Antonio Street and Crestview Drive Pipeline	34,931.61
423 West and East Ojai Avenue Pipeline Replacement	244,791.28
424 Running Ridge Zone Hydraulic Improvement	19,803.97
425 Well Rehabilitation Replacement	48,440.00
426 Valve & Appurtenance Replacement	45,405.00
427 Fiarview Pipeline Replacement	0.00
428 Mutual Wellfield Pipeline	83,077.04
429 Grand Ave Pipeline	1,128.41
430 Signal Booster Zone Hydraulic Improvements	17,387.98
431 Emily Street Pipeline Replacement	0.00
432 Casitas-Ojai System Interties	0.00
522 Ojai Arc Flash Study	<u>119,839.00</u>
Project(s) Cost To Date:	<u><u>1,259,118.55</u></u>