

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT

October 28, 2015

3:00 P.M.

1055 Ventura Avenue

Oak View, CA 93022

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

1. Public Comments (items not on the agenda – three minute limit).
 2. General Manager comments.
 3. Board of Director comments.
 4. Board of Director Verbal Reports on Meetings Attended.
 5. Consent Agenda
 - a. Minutes of October 14, 2015 Meeting.
 - b. Minutes of the August 26, 2015 Meeting.
- RECOMMENDED ACTION: Adopt Consent Agenda
6. Bills
 7. Report of action taken by Casitas Municipal Water District Board of Directors in closed session on September 23, 2015 regarding a claim filed under the Government Claims Act Government Code Section 810 *et seq.*) by Randy and Selena Mitchell on behalf of Hannah Mitchell against the Casitas Municipal Water District.

8. Resolution awarding a contract to Oilfield Electric in the amount of \$403,500 for Ventura Avenue Pump Plant No. 2 Electrical Upgrade, Specification 15-380.

RECOMMENDED ACTION: Adopt Resolution

9. Resolution changing the dates of the November Board Meetings and cancelling the second Board Meeting in December.

RECOMMENDED ACTION: Adopt Resolution

10. Information Items:

- a. Finance Committee Minutes.
- b. Letter from Terry Coultas Wilson & Family
- c. Investment Report.

11. Closed Session

- a. Conference with Legal Counsel -- Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9, Government Code. (number of potential cases: one)

12. 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
October 14, 2015

A meeting of the Board of Directors was held October 14, 2015 at the District office in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Bergen, Kaiser, Baggerly, Word and Hicks were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were five staff members and two members of the public in attendance. President Bergen led the group in the flag salute.

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

Mr. Mathews announced that at the last meeting we had a closed session and after that there was a reportable item. The door was not opened and we did not invite the public in. We will put this on the agenda for the next meeting and take the comments out of the minutes.

Park Services Officer Taylor mentioned that the August 26th minutes have not been in any of the agendas. The Clerk of the Board stated they will be on the next agenda.

2. General Manager comments.

Mr. Wickstrum reported his attendance at the Drought Task Force meeting that was held at the Ag museum in Santa Paula. The state is going around discussing local issues on drought and impacts and gathering ideas. There were 35 – 36 people and given only two hours there was limited time for discussion. The meeting included about thirty representatives from water agencies, mayors and the Ag community. There were good discussion on storage and that Lake Casitas is operating as it was designed for the 20 year drought program. The need for storage is an item the state needs to look for. I will put something together regarding some of their targets and ideas. They are looking to the future and what they put out there as regulations that did not work and need to be improved upon. Many agencies did not prepare adequate Urban Water Management Plans and they found communities that were unable to implement their plans. Many of our topics and concerns are topics they are hearing elsewhere. Director Baggerly suggested memorializing our thoughts on the meeting and discussion in a letter.

3. Board of Director comments.

Director Hicks mentioned there was drizzle at beach this morning. Director Word mentioned the road sign on El Nino planning. Mr. Wickstrum explained that the sign is for a meeting scheduled for tomorrow night at Oak View Community Center. Mr. Wickstrum asked if any of the directors were planning to sit in the Ojai Day booth, there was no response from the board and he added that we have it well staffed.

4. Board of Director Verbal Reports on Meetings Attended.

President Bergen reported on another GSA Upper Ventura River Sub Basin meeting. The consultant is very good and she is working on the public outreach portion. We went through the ten interviews and the questions she will ask. At some point we will have a public hearing.

5. Consent Agenda ADOPTED minus item c
- a. Minutes of September 23, 2015 Meeting.
 - b. Recommend approval of a Purchase Order Contract to Merriman Paving & Excavating in the amount of \$26,892 for asphalt patch at various locations throughout the district.
 - c. Recommend approval of the request for a license from Southern California Gas Company to install a Telemetry Pole at the Villanova Reservoir Site and approve forwarding the request to the Bureau of Reclamation.

President Bergen informed the board that item c on the consent agenda has been pulled from the agenda as the Gas Company has decided to not use this site.

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

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

6. Bills APPROVED

Director Hicks questioned the Edison bill for \$147,000. Mr. Wickstrum explained that we budgeted about \$1.6 million for Edison this year. The lake is going down and we have to use the first two lifts.

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

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

7. Lake Casitas Recreation Area Proposed Fees & Charges

- a. Public Hearing

President Bergen asked for the names of any public who had called or submitted information regarding the proposed changes in fees. Ms. Vieira stated there were none. Park Services Manager Carol Belser provided her report on the recommended changes to fees and charges. She informed the board that the last time fees were changed, except for boating was in 2008. The changes in

fees is to close the gap, you can either cut costs or raise revenue. The highest cost is staffing and then the administrative overhead which ties to staff. We have been fortunate with the grant monies we have been receiving from the Bureau of Reclamation. Camping is our single largest source of revenue, and it is recommended to change 5%. Trailer storage has been flat for the last ten years. A change to day use is not recommended at this time as it is on a decline over the last few years. The Water Adventure sells out on weekends and while we can only hold so many people and we have to have a set amount of employees, it generates a lot more costs so there is logic to adding \$2 for weekends. The late day fee we are looking to extend that an hour and charge extra \$1.50, and we are looking at an increase to the reservation fee.

Director Baggerly suggested that if day use is declining can some picnic areas be converted to camping. Mr. Wickstrum said there are times that some of that is done. Ms. Belser replied that Trout is now overnight camping, another day use area, Pollywog has been converted to overnight. Sometimes we can allow camping; it depends on the need of the customer. She added that mostly we are full during the weekends from Easter to Labor Day. Director Hicks asked if the level of lake effecting the decline. Ms. Belser replied it is one trend that seems to be a repeat to the last drought. From 2000 to current, it is steadily going down, based on revenue.

Director Kaiser questioned trailer storage. Ms. Belser explained that it has been consistent and is full. If you see empty spots that means the RV is not there. Generally it is full. Director Kaiser then questioned the staff costs and for 2014 overtime was in excess of \$121,000 and 2015 \$131,000 far above what has been budgeted. What are you doing to control the overtime? Ms. Belser explained that is in the PSO's. We do not have enough staff to meet the needs of 24 hours per day. We do not want only one officer on duty. We are deficient in PSO's. It costs about \$80,000 for one PSO to come in with benefits. We are down two full time PSO's. One is out on extended leave. Mr. Wickstrum explained the plan is to get that taken care of. Ms. Belser added the sooner we hire the better. Director Kaiser stated there are two uniformed officers in the room right now.

Director Kaiser continued stating when looking at keeping competitive with other jurisdictions you can look at keeping rates steady but also how business operates, being competitive, providing best services at lowest cost. During this recession and hardships families are experiencing, we still pay for overhead with vacant spots. What are we doing in marketing for more use of the facility on a continual basis throughout the year to bring in more types of events? Ms. Belser responded that we go to the Fair, Ojai day, although we did not go this year and last due to staff issues. Director Kaiser mentioned being at Lake Castaic regional cross country meet. We should entice and provide for incentives, for the event at Castaic parking on a Saturday was reduced by half. Do we give any thought to that for marketing schemes to optimize and bring more people in under these situations? Ms. Belser stated we could always do more. We have done coupons, park store and café and had low response. President Bergen asked how often you are full and where can we target getting more people this time of year. Ms. Belser replied we are full at 100% plus capacity Easter through

Labor Day. The push has been to bring more people in. We launched the snowbird program, inviting long term campers after October 1 and before Easter. Director Word stated there is nothing in here for that program. Ms. Belser stated those fees are not listed on our user fee list.

Ms. Belser then informed the board that we receive calls on film permits about twice a month but as soon as we tell them there is no body contact they want to move on. Filming is a good source of revenue. I have been to the Film Commission meetings to encourage filming and now working with Bureau, they can turn it around in a week. Last week had someone really interested in the filming of the Water Adventure but I have not heard back. If the board is open to other options as to the use of the recreation area for commercial filming but with our restrictions there is only so much they are interested in doing.

Director Baggerly suggested it would be advantageous to aggressively promote the rowing of Lake Casitas in advance of decision to bring Olympics to LA and Casitas. Promote Ojai Rowing and have events and competitions to bring people to watch – just an idea.

President Bergen mentioned that the chart reads that emergency boat tows are going from \$50 - \$5. Ms. Belser stated that is a mistake that needs to be fixed. The intent is there is no change in that fee.

Director Hicks added he enjoyed your commercials on TV. It would be a good idea with rowing. Ms. Belser added maybe the rowing club will go in on that.

President Bergen opened the public hearing at 3:28 p.m. and asked from any public comments. Hearing none, she closed the public hearing at 3:29 p.m.

- b. Resolution approving the Preliminary Assessment for the Restructuring and Revision in Fees and Charges for the Lake Casitas Recreation Area and adopting the Notice of Exemption. ADOPTED

The resolution with the correction of the emergency tow fee staying at \$50 was offered by Director Baggerly, seconded by Director Hicks and adopted by the following roll call vote:

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

Resolution is numbered 15-41

- 8. Discussion regarding sound abatement alternatives at 4M and Upper Ojai Pump Plants.

Mr. Cole mentioned that memo should have been dated October 8th. He continued by stating in July the board directed staff to consider additional alternatives and alternatives from Accoustiblok. We have considered them

before, it was our original plan. Our consultant recommended motor girdles instead. The houses are at higher elevations from the pump plant, sound can go over the top. Accoustiblok presented us with two alternatives; one is a 12 foot high sound panel. We would remove the existing motor girdle and put outside of the pump plant footprint. The risk is they may not be high enough. The second alternative was to use 10 foot panels about two feet off the ground. A third option, not presented by Accoustiblok, is to wrap the bottom frames with a fence. This gives the same coverage as the 10 foot panels; the sound has no risk of going over but there is some risk of going under. The recommendation is to go with alternative three. President Bergen asked if alternative three reduces the probability of sound going over the top. Mr. Cole replied we will be leaving the motor girdles on top. Wrapping the bottom should be able to trap more of the sound. The other two options were to remove the motor girdle and just put up their panels. Accoustiblok is not familiar with the motor girdles.

President Word added there is no guarantee that any of it will work. Director Hicks asked about the cooling of those motors. Mr. Cole added it will raise the temperature of the motors. We have changed to high temperature oil that is designed to be more effective. We have not hit the high temp shut off. There are sensors that will shut it off and we have not reached that.

Director Kaiser asked about failure of pumps since they may be running hotter. Mr. Cole replied that there are three pumps and we never run more than two. The typical cost is \$15,000 - \$20,000 to rebuild the electric motor.

Director Baggerly commented that option three is something that residents can live with. The first part of his motion is to adopt Alternative 3, the second part is after installation that another sound study be accomplished to make sure that it has taken care of the high frequency; the third part is to find some fans to have some air movement below the girdles.

Mr. Cole questioned how extensive are you looking for on the sound study. Director Baggerly responded to tell us if the high frequency has been cut down. President Bergen added they did not deal with the frequency issue. Mr. Cole added the instruments did record the frequency; it was not in the report as it gets technical and complicated. He could determine if there was a change. How many sound meters do we want to use and how long do we want the test to run. We had nine sensors and 24 hours. We may be fine with a couple of sensors and a couple of hours. Director Word asked what we have spent to date. Mr. Cole stated approximately \$67,000 and estimated about \$3,000 for a sound test.

President Bergen suggested separating the motions because they are different. Mr. Wickstrum explained that fans are not the direction we should go. Director Kaiser suggested purchasing a white noise device. Mr. Cole explained that most are designed for rooms and closed areas, we looked at that.

On the motion of Director Baggerly to approve the recommended alternative three, seconded by Director Bergen and passed by the following roll call vote:

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

On the motion of Director Baggerly to conduct a sound study with two sensors over a couple of hours, not to exceed \$2,000, seconded by Director Hicks and passed by the following roll call vote:

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

Director Kaiser encouraged directors to come by the Mirror Lake tract on any night. Middle class, hardworking people experience this issue 35 feet away and it has been going on for 25 years.

9. Resolution awarding a contract for Lake Casitas Shoreline Vegetation Removal, Specification 15-381 in the amount of \$199,000 to Civic Construction Associates and authorizing a purchase order in the not to exceed amount of \$2,140 to Padre Associates Inc. for pre-construction biological survey. ADOPTED

The resolution was offered by Director Word, seconded by Director Baggerly with the request for a supervisor of the workers to be on site at all times, and was passed by the following roll call vote:

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

Resolution is numbered 15-42

10. Discussion regarding the Board Meeting Schedule through the end of the year including the need to reschedule the November 11th meeting.

Mr. Wickstrum explained that November 11th is Veterans Day and suggested we reschedule that meeting. The Board discussed holding the meeting on November 13th. The meeting that would be held on the Wednesday prior to Thanksgiving has been suggested to be held on the 24th. The second meeting in December is to be cancelled. Ms. Vieira stated she would bring a resolution to the board for adoption at the next meeting to formalize the meeting schedule.

11. Information Items:

- a. Water Resources Committee Minutes.
- b. Executive Committee Minutes.
- c. Notice of El Nino Town Hall meeting on October 15th at Oak View Community Center.

- d. Letter to State Water Resources Control Board from ACWA and various water agencies.
- e. Water Consumption Report.
- f. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- g. Investment Report.

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

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

President Bergen moved the meeting to closed session at 3:59 p.m.

12. Closed Session

- a. Conference with Legal Counsel -- Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9, Government Code. (number of potential cases: one)

President Bergen moved the meeting back into open session at 4:31 p.m. with Mr. Mathews stating the board held a closed session and there were no reportable actions taken.

13. Adjournment

President Bergen adjourned the meeting at 4:32 p.m.

Russ Baggerly, Secretary

Minutes of the Casitas Municipal Water District
Board Meeting Held
August 26, 2015

A meeting of the Board of Directors was held August 26, 2015 at the District office in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Bergen, Kaiser, Baggerly, Word and Hicks were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were nine staff members and 24 members of the public in attendance. President Bergen led the group in the flag salute.

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

Gary Girod spoke regarding a rate hike and commented on the entrance monument at the lake that two of you rejected adding that it isn't working any better than the old one. There is no contingency fund for emergencies. The lake is the only water we have in this valley other than wells. You need to look at spending our money appropriately and having a contingency fund to take care of emergency needs. President Bergen commented that we do have emergency reserves. Mr. Girod continued that you borrowed funds from rate payers to build the waterpark. How much is owed to rate payers for the waterpark. If you charge rate payers you need to monitor the money and not overspend.

Bob Daddi representing Ojai Flow stated we were notified by Golden State Water Company that we didn't qualify as an urban water system. We protested the \$65,000 for a study 4.5 years ago, we were charged and paid and they are doing another study. They informed Ojai that they did not have the 36% rate reduction and did not have 25% reduction. We qualify for none of those. We would hope to dispatch these people at all haste. There have been five different court proceedings. I hope soon we could put a focus on that and move them out. It is simple to do; we know what the numbers are. I hope we act soon or pull money before there is a rebound with a higher bond price. Thank you again for your performance and getting this thing done and whatever we can do, contact us.

2. General Manager comments.

Mr. Wickstrum reported we have received over 100 water quality complaints regarding the taste and odor and iron manganese. The hypolimnetic system is partially in service and we hope to have it fully operational by the end of the week. We are hopeful for a quick fix but it may take some time to improve. He then mentioned that LA Olympic committee is back in gear since Boston has declined. LA is once again in the hunt for representation in the international bid for the Summer Olympics.

3. Board of Director comments.

Director Hicks requested a moment of silence in honor of Jim Coultas who served this board for 16 years. We will adjourn the meeting in his memory.

Director Word reported that he had a whole house water filtration system installed and the taste and odor went away. He also removed the water softener as it used too much water.

Director Kaiser suggested that the Finance committee review loans to the recreation area and that it is time we get some feedback from staff on how the \$2 million is going to be paid back. Time to look at it seriously and report on long term plans to take care of those outstanding loans.

Mr. Mathews reported on the hearing on the Channel Keeper case and the judge sustained the motion to strike the cross complaint against Casitas.

4. Board of Director Verbal Reports on Meetings Attended.

Director Hicks reported on attending the Ventura Chamber meeting and the discussion of the building of 49 homes on hillside behind Ventura. These would be high end homes.

Director Baggerly mentioned the article on Ventura being one of the most desirable places to live and the next day LA Times article on Ventura Fault and tsunami risks. There may be some competition between LA and Ventura County.

Mr. Word mentioned attending the Quagga Mussel workshop. It was frustrating to say the least to determine who is in charge of the issue and the problem. Every suggestion made as a remedy would require CEQA/NEPA and is too difficult. There seemed to be resignation that they have given up on eradication and try to contain them. None of the government agencies seem to be that concerned. Director Baggerly mentioned he also attended that workshop and the later workshop. Most of information we have heard and we know already. Jennifer LeBay Biologist for Department of Fish & Wildlife spoke and we learned there is no requirement for public review of control and monitoring programs required by all reservoirs that do not have quagga mussels now or the ones that do have quagga mussels. United is going over their final draft before it goes to the board and then it will be on to the Department of Fish & Wildlife. If DFW approves the plan they are immune from civil and criminal liability for anything. United is forced to release water downstream. They are in between a rock and hard place. The electrical turbines have not worked in seven or eight years. They can't let go of the Ferc permit because a third party could take over operation of the lake. I got a new perspective. Set up monitoring programs with the help of the Nature Conservancy. Piru Mutual Water Company at lower Piru creek has not been infected yet. The Nature Conservancy provides monitoring sites almost to the estuary. If there is a lot of rain this year, it will fill quickly and lots of quagga mussels will go into the Santa Clara watershed.

5. Consent Agenda

ADOPTED

- a. Minutes of July 22, 2015 Meeting.
- b. Minutes of August 12, 2015 Meeting.
- c. Recommendation to determine Unit #86 as surplus.

President Bergen suggested modifying item 13 b to state representatives from Ag and environmental community. Director Kaiser stated he would abstain from approval of the August 12th minutes as he was not in attendance.

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

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

6. Bills APPROVED

Director Hicks questioned payments to Corvel. Mr. Wickstrum explained they are for workers compensation claims review. Director Hicks then questioned the charges for oil changes. Mr. Wickstrum stated he has had discussion with staff to pursue a different avenue.

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

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

7. Resolution awarding a contract to Milner-Villa Consulting in the amount of \$32,900 to prepare and deliver the 2015 Urban Water Management Plan
ADOPTED

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

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

Resolution is numbered 15-31

8. Resolution opposing legislation of a Public Goods Charge on Water.
ADOPTED

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

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

Resolution is numbered 15-32

9. Recommend approval of a purchase order contract to BC Rincon, Inc. in the not to exceed amount of \$25,000 to pave a portion of the Upper Ojai 3(M) Road. APPROVED

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

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

10. Recommend approval of a purchase order contract to Clark Engineering Construction in the not to exceed amount of \$65,000 to repair the bonnet of Intake Gate #8. APPROVED

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

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

11. Recommend approval of a purchase order contract to California Centrifugal Pump in the amount of \$25,522 to perform pump maintenance and add one pump stage to Pump #4 of the Ventura Avenue No. 1 Pump Plant. APPROVED

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

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

12. Recommend approval of a purchase order contract to Demaria Electrical Motor Services in the amount of \$12,347 to recondition the motor of Pump #4 of the Ventura Avenue No. 1 Pump Plant. APPROVED

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

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

13. Review and determination of Park Services Officer Status.

a. Presentation by Park Services Manager

Park Services Manager Carol Belser informed the board that the discussion today is to review two options to ensure the Park Services Officer have the authority to enforce our own Casitas ordinance. One option is to reaffirm they have limited peace officer status. Are they peace officers while on duty or are they civilians. This does not mean an automatic ability to carry a weapon. You don't have to be a peace officer to carry a weapon. This is not about handguns. This is about the legal authority our staff has to enforce our own ordinance.

Director Kaiser asked about the limited peace officer status, what is the limited function? Ms. Belser stated it is limited to while they are on duty. She added that Captain Dave Kenney and Dr. Ron Martinelli are in the audience and available to assist with questions. Ms. Belser continued that we need the limited peace officer status in order to have the authority for ordinance enforcement of the rules and regulations for the recreation area, Ordinance 14-01. For background, the penal code gives rangers the ability to act as peace officers. In 1994, the General Manager at the time and the board adopted some strategies to shift from protection and enforcement, to customer service and marketing. Local and federal law enforcement would handle the enforcement issues of Lake Casitas. In 2003, the Ranger job title changed to Park Services Officer and the requirement for PC 832 was changed from mandatory to desirable. In 2006 the Park Incident Reduction Citation program was implemented by the board. In order to issue citations, they have to be able to detain to issue a citation for something such as swimming in lake.

We want to have sufficient training, tools and resources for our staff. There is conflict in what we ask them to do and their legal authority to do so. We hired Dr. Martinelli for guidance. Dr. Martinelli identified issues and suggested the Park Services Officers be limited peace officers, you reinstate the penal code back into the ordinance which gives qualified immunity to staff to be protected from civil lawsuits and protects the district. The other option is you tell staff they are civilians and they observe and report to the Sheriff. The Sheriff cannot enforce our local ordinance unless it is part of their ordinance. We have quagga mussel issues, dogs off leash, body contact, riding on the bow of a boat, youth without a life jacket and staff would be asked to write a citation on a misdemeanor but have no authority to do so.

The penal code grants authority for government employees as Park Rangers. Suggest bringing it back in the ordinance and then they can enforce our ordinance or determine that the staff is civilians and they observe and report. No private law enforcement agency can enforce our ordinance, Dial Security and Draganchuck cannot enforce our ordinance, they are not peace officers. The recommendation is to reinstate the penal code, empower the staff as limited peace officers providing qualified immunity for staff and the district and set us up for appropriate training.

Director Word asked if there is a need to make a change in order to provide the necessary training. Ms. Belser stated three employees are currently enrolled in PC 832 classes.

Director Hicks commented that John Johnson took the weapons away from Rangers when he came here and the board agreed with that. None of our rangers have been shot or attacked. Why this all of a sudden? Ms. Belser responded that this is not about guns or weapons. This is about the legal authority to enforce our ordinance. When staff question a customer or is enforcing our ordinance that is called a detainment. You have to be a peace officer to detain. We have told staff to do something they do not have legal authority to do.

Dr. Martinelli explained the need to clarify the scope and authority with the Park Services Officers. Everything they have done, detentions, arrests while working in scope and authority, rules and regulations and job description are valid. The disconnect is the historic lack of direction and clarification that they are in fact limited peace officers, not 24/7 police officers who are never off duty. Limited means while engaged on duty during their shift they have full peace officer authority. The discussion is not about weaponry. The recommendation there is in fact a written clarification on legal scope and authority. What you want them to do. In the job description and ordinance you have directed them to do certain things. Enforce ordinance 14-01, enforce boating regulations, no dui's, drugs alcohol related issues, respond to medical emergency, domestic violence. People that come to recreate, vast majority are nice but others bring their baggage with them. PSO's are the first respondents. They get there first. This can get into 4th and 14th amendment issues, of reasonable suspicion, use of force. Working in scope and authority, provides them with qualified immunity. If officers are working in scope and authority and a reasonable manner, people can try to sue but it would be dismissed. Establish that these officers are in fact limited peace officers. Make officers more safe and allow them to stop, detain, search if needed, arrest or use force in defense of themselves. If you don't do that you have a civilian employee who is not allowed to do the majority of those things. Response time for sheriff varies and you have a recreational venue with population that exceeds Ojai's population. Those are the only options you have.

Director Kaiser asked if Dr. Martinelli looked at policies of other water agencies. Dr. Martinelli replied yes, and Harbor Patrol and other cities and park & recreation districts. Director Kaiser stated he did his own review of water districts in the area and Lake Castaic contracts to LA Sheriff. They are first responders for first aid. They don't put themselves into situations, they contact LASO, who has a substation at the lake. Cachuma does not and calls Santa Barbara Sherrifs Office. And it is the same at Lake Lopez. Piru has no sworn officers. Looking at this, are they less than sufficient in what they are doing? Look at all the possibilities for the rate payers and protecting ourselves.

Dr. Martinelli responded he is familiar with Lake Cachuma assessment and tranining. They decided to be limited peace officers and then there was the political thing regarding additional benefits. Now they were removed from limited peace officer status. They have no proper system to communicate with sheriff. Visitors now have to wait for first responders and they contact sheriff and they come out. It is a risk management matrix and how to respond to that if there is a danger to people and litigations. Lake Piru contacted our firm with possibility of doing an assessment, and to provide consultation and training and litigation

protection. Professionally trained officers provide a higher level of protection to staff and to the visitors.

Director Baggerly questioned the requirements for training and the rigorous background check for sworn officers. Dr. Martinelli stated they are already sworn officers. Director Baggerly added they would not have the training to be a sworn officer. What is the training and background checks for these employees. Dr. Martinelli responded as a post academy director, they go through a selection process of a normal police officer, then initial training PC 40 hours of training. A provider would come in and produce additional training. You would set up codified police practices – what you want them to do and match training with responsibilities, scope and authority and issues of assignment. We did this for the City of Santa Maria Parks & Recreation. It is similar to what police officers and deputy sheriffs do. Train to a higher standard of post training. They would have low frequency but high risk. Make sure skill sets are at a higher level. He added that the training instills in them some good common sense and discretionary decision making and knowledge of the laws.

Director Baggerly asked if the change in policy the board did in 2006 with the requirements for citations was that defining moment for problems they are faced with moving into things they shouldn't do. Dr. Martinelli stated legally speaking there are three different types of contacts. The consensual encounter is to ask someone to please get out of the lake. The minute you give an order or command, the individual no longer believes they are free to go about their business, that is a detention and you have to be a police officer. You have to have minimal suspicion and to arrest under probable cause. Civilians can do a civilian arrest or call sheriff. With all types of things going on how often do you want sheriff to come out for things that a limited peace officer can do?

Director Word questioned if our PSO's are officers how is there action different? Will they arrest someone? Dr. Martinelli stated it might be warranted. Officers look at things in terms of risk and liability. Director Word stated if a PSO tells someone it is against regulation to swim in the lake and asked them to get out and the person says no and does not get out now the PSO can call the sheriff. If they are a limited peace officer what can they do? Dr. Martinelli says it depends on the circumstance. Director Word added we want them to call the sheriff. Dr. Martinelli questioned if the Sheriff department will send someone. They have a priority of service to respond to Lake Casitas and how long will it take, it will be low priority. Director Word added we have tried to avoid our PSOs having a physical confrontation. Dr. Martinelli replied you created the situation and tasked officers to do these certain things but have not trained them to do these things. Have officers doing things in Ordinance 14-01 and they are hanging out here. The assessment showed you have to manage the risk better than you have. You need to make a final decision on scope and authority. Are they peace officers or not. Then, you would make changes in the ordinance and job descriptions, provide training and discuss your philosophy as to what you want these people to do and how to do it. Include having a serious sit down talk with the Sheriff.

Director Hicks commented that we have been getting along for 22 years. Dr. Martinelli questioned if you have done a ride along with an officer. You are board member and are not aware of things that have happened to any officers? Director Hicks responded I have talked to them. Dr. Martinelli added I am not here to be contentious, I am here to inform. The first day I came here and did a staff assessment, I went out on land patrol and met with officers and did a boat patrol and photographed the area. Officers are telling me they are concerned about their safety. They feel unsafe with what they are doing, they are not trained, equipped or entrusted. The manager is doing what she can but there is a disconnect. They don't feel safe.

President Bergen questioned the Sheriff in that she is hearing that you don't have the ability to enforce some of our ordinances here. Captain Kenney added civil citations don't go before a court. We don't get involved in civil assessments. Swimming in the lake we could use penal code. Clayton at United has the exact same situation. We get in situations of civil versus criminal issue. For your ordinances most of them don't mirror penal code. If visitors are intoxicated then you're stuck with them.

Director Kaiser questioned how the Sheriff's department provides police services in the county, with different city ordinances. How do you enforce those ordinances. Captain Kenney said the Chief goes through the ordinances with the city attorney. If they fail to appear in court they are misdemeanor status. Director Kaiser asked in your opinion, and I talked to Gary Pentis, over time is something the deputies avail themselves to. You have different types of contracts for cities to contract with you for assigned deputies and situations where there is an overtime contract. Are you able to supply the staffing for those contracts?

Director Kaiser questioned Dr. Martinelli regarding classification on limited peace officers and new positions would have the fitness and rigorous medical and psych review. Dr. Martinelli stated it first depends on the scope and authority that you create, are they armed or not, assess the tasks and based on that you can expand the selection process or narrow the process. You can go with national recognized police practices or do what California does or other similar agencies. Not every department uses psych backgrounds. Personality traits, criminal history etc., medical is standard. Make sure they are physically fit for duty. More you put on an officer with what you want them to do and the more you entrust them, the more expanded you want the background to be. If they do less, it is not as expansive. They should be mentally and physically fit for duty.

Director Hicks questioned how much more will this cost for pensions. Dr. Martinelli stated that is not what I was tasked with. There are many variables but information is available with other professionals dealing with municipalities, City of Santa Maria and what it has cost them to do it.

Director Kaiser then stated a copy of the report was emailed to the undersheriff and Deputy District Attorney Michael Schwartz. I am curious as to why it was emailed to them. Dr. Martinelli stated I gave report to the General Manager, Carol Belser and John Mathews. Director Kaiser said no one gave you

permission or authority to do so. Dr. Martinelli stated I don't remember anything about the Sheriff's department getting the report.

Mr. Wickstrum stated that penal code 830 provides that peace officer functions shall not affect status for purpose of retirement. The Santa Maria officers do not have any different retirement than anyone else in Santa Maria. Director Baggerly asked if they are unionized. Dr. Martinelli stated they do not have a union.

Public Comments:

Gary Girod stated officers have to be careful and dial 911 if it is confrontational. So many times in a domestic dispute they attack the officer. Back off, provide training for first aid and CPR and public relations and don't mess with this peace officer stuff, you will get them in trouble. I hate to see you explain to spouse why they got in trouble or got hurt.

John Higgins, the new Harbor Master at Ventura Harbor and Scott Miller the recently retired Harbor Master both spoke on this issue. The Harbor Patrol has been acting as limited peace officers for a number of years. The focus is on safety for employees and the public. Dr. Martinelli is offering training to prevent that x factor that comes in when someone is untrained. As limited peace officers we have the lowest retirement that is out there. Our salary is on par with yours. We are unarmed. We observe and report per our policy. We found we were unable to manage our harbor as we would like to. We are a special district for the community and this is a management tool in order for people to recreate in the harbor. Limited peace officers worked under an observe and report policy. We do manage the harbor. This limited peace officer status allows us to manage the harbor. When doing our own enforcement, writing citations or managing harbor with best interest of public in mind. Our ordinance is so low, people don't have to pay fines anymore. There may be a civil assessment on court record, but no warrants are issued. More people are aware of that. It is a hazard to put untrained people in positions where they react instinctively. It could be at the demise of yourself. There are other agencies that contract. We contracted with City of Ventura Police Office and had a storefront officer. It is very expensive and the costs continued to rise. The police officers primary duties were to the City of Ventura entirely. If there was a call for service that was a higher priority we paid him to go do his job somewhere else in the city. We did not the get value and cancelled the contract. We hired more people and do not have guns. We are now able to manage the harbor better. Director Kaiser asked if the contract with Ventura was an FTE or overtime based. It was an FTE, someone was in the harbor 40 hours per week but if there was a call for service they would leave the harbor.

Director Baggerly asked if the Port Authority developed a code of conduct for the limited peace officers. Scott Miller, retired Harbor Master stated their policies and procedures provided for limited peace officer status to enforce our ordinances and boating law, for everything else we observe and report. If there is a stolen vehicle we contact the police department. Training helped us know our parameters. Director Baggerly asked if the Port Authority adopted policy to

make that happen. Mr. Miller stated yes, it was written into the ordinance that they are limited peace officers with authority to make arrests. The board designed the scope. If it is too broad it can be amended if it is working to far in grey area. We established the procedures.

Randy Mitchell raised concerns regarding officers complying with this ordinance citing an incident of abuse and intimidation while an employee was enforcing the rules of the waterpark. An abusive person should immediately be evicted from Casitas Water Adventure when the PSO in question refused to follow these rules. Intimidation of a lifeguard or other employee should be unlawful.

A Ventura County Sheriffs officer commented that the nature of law enforcement is public trust and that all employees have background screening including a personal history statement, psych testing and polygraph. They are not above the law and not exempt from following rules. Any person considered for officer status goes through a rigorous process before they are qualified to be elevated to the status of peace officer.

Omar Castro, City of Ventura Water Utility Manager mentioned Homeland Security and terrorism. The City of Ventura takes water from Lake Casitas and people are affected by the water at Lake Casitas. We do extensive training to identify more critical facilities. Look at the map and Lake Casitas and think about what protection do we have and what do we receive from the Sheriff. Is there training involved now to protect the waterway or a tabletop for the dam. Ms. Belser stated lake personnel work with county fire and sheriff they do operations at the lake, rescue, fire operations and swift water. Omar suggested that prevention is the first step. We have had extensive training on our end. Mr. Wickstrum added to request Casitas sit in on a table top.

Dr. Martinelli stated I have been doing this for 36 years and worked with over 300 agencies. I have trained a lot of agencies just like this one. We have never had one agency or officer get sued for anything they were trained to do by this firm. We beat it into their heads. We are serious on training policy review, our general counsel does nothing but police practice litigation. You are creating a professional group of people, PSO's that respond and provide community service and safety to the civilian population. It is not very expensive and is above the state standards. You want officers to be safe. Providing them with limited peace officer status is not an authority to run helter skelter. They will be trained to do the job in a more professional manner.

Betty Pitman mentioned walking at Golden Gate park at 1:00 a.m. in 1949. In 1955 they put mounted police officers with guns and now you can't go into the park at all at night. I don't think it is a deterrent. A show of force aggravates people. When you let motorcycle gangs in the park that is where the trouble is. If you make them park cycles outside of the park you would have a better chance of cutting down on disturbance. Try that before you put guns in the park. There are children in there.

b. Board Discussion and Direction

President Bergen said she wanted to make it clear that no one is talking about weapons. We are hearing that what happens, training, scope of work, and cost depends on the definition of what we tell our people to do. We need to define that. It was helpful to hear from Harbor Patrol. Things that are criminal or a violent nature should go to the Sheriff Department and that may be the way to go. Have to define the details before we know what we are doing.

Director Hicks commented that until I know what it will cost I can't make an affirmative report.

Director Kaiser presented a list of several motions to discuss with the board.

1. Direct the General Manager to immediately contract with appropriate VCSO executive for Deputies at the Lake for this Labor Day weekend.
2. Direct the General Manager, with Special Counsel to independently initiate a comprehensive, objective study regarding risks, benefits, prospective liabilities and any and all financial costs to the District. This study shall be inclusive but not limited to various options and alternatives related to law enforcement activities at the LCRA (such as Sheriff substation, MOU with Sheriff Dept. etc). This report shall also include any consideration of LCRA position classification, recruitment of positions, applicable standards and associated risks, benefits, prospective liabilities and financial costs. The Board will be directly apprized at all stages of development by the General Manager, Special Counsel, and/or qualified consultant.
3. Direct the General Manager, with special Counsel, to immediately review the functional duties of PSOs and prepare appropriate clearly understood policies procedures, directions and recommend training related to currently approved job functions of the PSOs. This report shall be presented to the Board for review within 30 days.
4. Explore and report back on restricted public use of alcohol as a central factor of concern at the LCRA.

Park Services Officer Taylor responded that we already have arrangements for assistance. We pay the overtime rate for available deputies and it is at the pleasure of the county. Generally there will be one deputy and they work with the rangers. They are not solo. The rangers work with the deputies. Director Kaiser asked if that is a verbal agreement? PSO Taylor responded it is verbal through Captain Kenney's staff. Director Kaiser requested that it be written. PSO Taylor stated she and the Park Services Manager can work with Captain Kenney. Captain Kenney stated we can work on something in writing; there is no need to have the first motion.

Director Word added on the initiation of a risk study we should know the risks at this point. Also as part of that would be a need for current job descriptions for the PSO and training they have received and the training program we have or don't have. That gets into part of your motion 3 but it is all part of the same thing. We need to see what the current job description is and how it is applied and what training they have. When they need back up or extra support and tie that to when we have the majority of the problems. Mr.

Wickstrum added you have to start with the realization that right now, read Ordinance 14-01. There is a carry over for many years. It lays out a lot of things that the board has set. That is what you have asked and empowered PSOs to enforce, protect, right now. Job descriptions discuss the protection of the lake. Part of what is recommended is to go through and balance our ordinance and lay those boundaries out. The change is to add in limited peace officer. We have a framework of what has been asked for decades for our personnel to do at the lake. Director Word asked what training is provided. Just changing title is premature unless the training has occurred first. President Bergen added just stating limited peace officer is not enough. The Ventura Harbor presentation was effective. For me to be comfortable to say limited peace officer, I want to have a definition of scope and cost, not change the process. We need to have those details. Having Sheriff on site does not work but we can put that in writing and explain to the public, we are not having weapons and will have training and define the scope before we make that determination. Not willing to say limited peace officer until everything is in writing. We may have some people who won't pass the background etc., we need to have it detailed.

Director Baggerly added it is not clear yet, this is directed to sworn peace officers. What we have in front of us is the need to change our ordinance first and I see this as a risk assessment and deference of risk to the district and to the PSO's. They are operating under or outside the law and we can't allow them to do that. We have to figure out a way to make this legal. Qualified immunity is important, and something we need to have.

A motion on item # 2 was offered by Director Kaiser and seconded by Director Hicks.

PSO Taylor explained that from our opinion the officers have received the training and have the status we are asking to clarify for staff because of the disconnect from what the board believes is happening and what we are doing. Director Baggerly stated we have not given you that limited peace officer status. PSO Taylor said it has not been revoked by the board.

Dr. Martinelli explained that in the first few pages of the report it discusses how I took a look at what you provided officers. The job description, ordinance, water code. You have done some things historically over the years but you have not changed any of your language. You took firearms away but didn't change the language. We have to be on the same sheet of music, these people are limited peace officers. Director Baggerly asked what is the problem. Dr. Martinelli stated the problem is it has been vague and ambiguous as to what they are. Director Baggerly suggested putting limited peace officer in the ordinance and we are done. Dr. Martinelli added that would clear a lot up for these officers. The next thing is to look at policies and protocols and have those reconciled with job descriptions. Scope is described by ordinance and codes. The suggestion is that the Board, General Manager, Park Services Manager, hr and general counsel get together and reassess policies and procedures. Today is on authority and clarification. Once we are past that there is work to be done on scope. Once scope is done then you reconcile policies and procedures so everything is in sync. We know what to do and how to best go about it. We have

codified policy practices standards and training and national case laws. People such as myself or you can go to an academy to provide that level of training. Director Baggerly stated he would like the ordinances and policies and procedures to come back at some time.

Director Kaiser added the motion and second of Director Hicks still stands on my suggested motion #2. The roll call vote was as follows:

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

The motion was not approved.

Director Baggerly suggested changing Ordinance 14-01 to add in the words Park Services Officer are limited peace officers and bring back a resolution or guidelines for authority we give the PSO's at the park. Director Hicks asked if pensions and retirements going to stay the same. PSO Faddis responded that retirement is a negotiated benefit. This shall not affect that for purposes of retirement. It is in the penal code, section 830. Director Kaiser suggested there are other issues and liabilities in the future and costs and he is not willing to make that decision. Director Baggerly suggested adding in fiscal analysis can be brought back at the same time.

President Bergen suggested a motion to say they have limited peace officer status conditional on getting all the information we need including financial. Director Kaiser stated I can't go with that either. It is a back door approach and I need more analysis. We have a responsibility to the public before we go down this road. If we get information to make an informed decision, but I am not willing to make that status. Director Word asked what Director Kaiser meant by special counsel. Director Kaiser replied that this area needs special review. Director Baggerly suggested taking out the sentence that the study shall be inclusive. Director Kaiser added we need a comprehensive study on costs. President Bergen added we heard the information on what Ventura Harbor had done. It might not be a difficult thing to do. Mr. Wickstrum stated we went through a comprehensive study on what is at hand today. It is not about weapons. It is if you have PSOs as civilians or as limited peace officers. You want to see the financial impacts of additional training.

Mr. Mathews added that with what he read in the report and what I have heard today, there is a disconnect between what we have asked them to do and the tools we have given them. It is news to me that they already are limited peace officers. The issue is, if they are in fact limited peace officers. You want them to do the things in the ordinance. You can give them a new list of what they can and can't do. The concern is in the interim while we are doing this. There has been public discussion on liability and I think in fairness to employees that in the interim they should not enforce that ordinance with anything that they don't think they have to do right now. Director Baggerly added if they are limited peace officers why they don't have qualified immunity. Director Hicks added I have never heard that they are. Director Baggerly stated they are by default.

President Bergan stated in order to protect our people if we clarify that they are limited peace officers right now will that give them immunity while we define what is going on? Mr. Mathews stated it would provide them with limited immunity. Your other policy decision would be to go back to observe and report situation. It is not fair to the board, public and employees to say you are it and then two weeks later say you are not. Make a decision. At some point in time say they are or not. If they are bring Ordinance 14-01 into compliance. Define more what want to do and those things have to be on observe and report. Director Baggerly said we can't do that today; we would have to amend the ordinance.

Mr. Miller explained that it is easy to figure out limited status. Do they have PC 832? If they have, they are qualified to be limited peace officers. If they have it they meet the minimum qualifications to limited peace officers. If not, they are not qualified. Ordinance can be infractions. You are in a dilemma on a holiday weekend and it is undefined if PSOs can do their job. The public can come and swim and you rely on the police department to ask them to leave the lake is the default. Limited police officer is at your discretion and you give discretion to GM with authority to enforce any or all laws. He could restrict what they do. You can in fact determine they are limited peace officers and that it is the duty of the GM to prescribe how to enforce rules while you do the comprehensive review to allow you to manage your lake in the interim. You can rescind the powers later. From what I have heard this allows you to manage the lake. You will allow them to manage your lake during this interim until results of comprehensive review.

PSO Taylor added that all current officers with the exception of two new PSOs are 832 certified with some having attended the six month academy. We are seeking ongoing training and qualify for the status.

Gary Girod added he is retired from fire department and training is the key and reinforcement training is the key. If they start to be too assertive they will get in trouble. If they get in confrontation back off and wait for black and white with weapon. Sheriff gets 30 weeks of training. Bring up training standard, give a title but don't let it get too assertive for things they should not do. Director Baggerly agreed.

Director Hicks suggested that this item be tabled. Director Baggerly said we have to do something. Can you keep doing what you have been doing and hang in there. PSO Taylor stated that is not working and that is why we are here. PSO Faddis mentioned a memo and that we can't continue to do what we are doing. PSO Taylor stated that with 26 weeks of training, academy attendance and 26 years of experience we are qualified to give opinion. I don't believe I have limitations, I believe the people governing the district don't understand what we are doing. We believe we are limited police officers already. It is a simple fix. Ask the General Manager for clarification. We are asking that this memo be signed by the General Manager. Mr. Wickstrum explained that he was given a memo by staff that Ms. Belser had signed stating that they have peace officer status. I made the statement that until this board acts, I am not signing. If you don't want to do anything they will be working as citizens. Director Baggerly stated he didn't want to lose sight of the liabilities with Director Kaiser stating that is all the more reason for it to be reviewed by special counsel. Mr. Wickstrum

stated all it takes is one. We have had situations that staff has taken care of. You have heard many reports. Staff takes care of them appropriately with VCSO and others.

President Bergen added we want more information on what this means and financial information. We are reacting to the liability issue. I move that we clarify limited peace officer status; we already have the training for the interim, and come back with the ordinance, financial stuff etc. Director Baggerly suggested giving direction to Steve to sign the memo. Director Kaiser added we don't have it for review nor has the public seen it. Director Baggerly suggested as the General Manager he has the authority to do so. Director Kaiser added if he has direction from this board.

President Bergen moved that we clarify the limited peace officer status and the immunity that it brings and come back with additional information that we need. She clarified that this is not permanently granting limited peace officer status but that it provides the immunity that is needed. We need to make sure we cover our people and us in terms of liabilities. This motion was seconded by Director Baggerly and passed by the following roll call vote:

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

14. Verbal report on the Ojai Valley 4(M) Pump Plant Noise Abatement.

Mr. Wickstrum reported that we are waiting for a proposal from Accoustiblok. We installed the mutes about 12 – 18 inches from the bottom; noise may be coming out of the bottom of the mute.

15. Information Items: APPROVED

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

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

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

President Bergen moved the meeting to closed session at 5:35 p.m. with Mr. Mathews stating the four items to be covered.

16. Closed Session

- a. Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Golden State

Water Company v. Casitas Municipal Water District. Case Number: 56-2013-00433986-CU-WM-VTA.

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

President Bergen moved the meeting back into open session with Mr. Mathews stating the board, by a 5-0 vote, authorized the chair to sign a settlement agreement in the amount of \$60,000 with NEC subject to review of language by Legal Counsel. There we no other actions to report.

17. Adjournment

President Bergen adjourned the meeting in memory of Jim Coultas at 6:47 p.m.

Russ Baggerly, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 10/13/15-10/21/15
Presented to the Board of Directors For Approval October 28, 2015

Check	Payee			Description	Amount
000600	Payables Fund Account	#	9759651478	Accounts Payable Batch 101515	\$184,178.73
000601	Payables Fund Account	#	9759651478	Accounts Payable Batch 102115	\$179,744.86
					\$363,923.59
000602	Payroll Fund Account	#	9469730919	Estimated Payroll 11/12/15	\$145,000.00
					\$145,000.00
				Total	\$508,923.59

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, 000600-000602 have been duly audited is hereby certified as correct.

 Rebekah Vieira, Assistant to the General Manager

 Signature

 Signature

 Signature

A/P Fund

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

000600	A/P Checks:	022010-022033
	A/P Draft to P.E.R.S.	101353
	A/P Draft to State of CA	101352
	A/P Draft to I.R.S.	101351
	Voids:	

000601	A/P Checks:	022034-022117
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Voids:	022081-022082

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

Rebekah Vieira, Assistant to the General Manager

Signature

Signature

Signature

CERTIFICATION

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

Signed: Denise Collin 10/12/15
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

10/21/2015 9:58 AM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE:10/13/2015 THRU 10/21/2015

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	10/21/2015			022081		
C-CHECK	VOID CHECK	V	10/21/2015			022082		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	2	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	

TOTAL ERRORS: 0

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

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE:10/13/2015 THRU 10/21/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01325 I-196406	Aflac Worldwide Headquarters Supplemental Insurance 10/15	R	10/13/2015	4,572.39		022010		4,572.39
00021 I-101215	AWA OF VENTURA COUNTY Waterwise Breakfast 10/15/15	R	10/13/2015	75.00		022011		75.00
02283 I-Aug 15 I-Jul 15 I-Sep 15	Mary Bergen Reimburse Mileage 8/15 Reimburse Mileage 7/15 Reimburse Mileage 9/15	R R R	10/13/2015 10/13/2015 10/13/2015	25.53 8.51 29.78		022012 022012 022012		63.82
00756 I-101215	BOARD OF EQUALIZATION Use Tax Return 15-300115	R	10/13/2015	1,593.00		022013		1,593.00
00208 I-072115	CareIQ DOS 7/21/15 Claim#15-19309	R	10/13/2015	120.00		022014		120.00
00055 I-Sep 15	CASITAS BOAT RENTALS Cafe Passes Reimburse Cafe Passes	R	10/13/2015	1,547.10		022015		1,547.10
00511 I-51280	Centers for Family Health Drug Screening	R	10/13/2015	45.00		022016		45.00
01384 I-1001111833	CLEAN HARBORS ENVIRONMENTAL SE Hazardous Waste Pickup 9/3/15	R	10/13/2015	3,947.19		022017		3,947.19
01055 I-Sep 15	Neil Cole Reimburse Mileage 9/15	R	10/13/2015	135.13		022018		135.13
01483 I-695024751	CORVEL CORPORATION Bill Review	R	10/13/2015	9.50		022019		9.50
02544 I-127414	Department of Justice Fingerprinting	R	10/13/2015	32.00		022020		32.00
01838 I-100715	WILLIS HAND T5 Renewal	R	10/13/2015	105.00		022021		105.00
00625 I-44016176	OfficeTeam Temp for Admin	R	10/13/2015	496.10		022022		496.10
02643 I-100715	Take Care by WageWorks Reimburse Medical	R	10/13/2015	274.00		022023		274.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:10/13/2015 THRU 10/21/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00124	ICMA RETIREMENT TRUST - 457							
I-CUI201510131025	457 CATCH UP	R	10/13/2015	521.74		022024		
I-DCI201510131025	DEFERRED COMP FLAT	R	10/13/2015	2,540.22		022024		
I-DI%201510131025	DEFERRED COMP PERCENT	R	10/13/2015	44.90		022024		3,106.86
01960	Moringa Community							
I-MOR201510131025	PAYROLL CONTRIBUTIONS	R	10/13/2015	16.75		022025		16.75
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201510131025	457 CATCH UP	R	10/13/2015	864.53		022026		
I-DCN201510131025	DEFERRED COMP FLAT	R	10/13/2015	4,567.85		022026		
I-DN%201510131025	DEFERRED COMP PERCENT	R	10/13/2015	319.30		022026		5,751.68
00180	S.E.I.U. - LOCAL 721							
I-COP201510131025	SEIU 721 COPE	R	10/13/2015	12.00		022027		
I-UND201510131025	UNION DUES	R	10/13/2015	710.50		022027		722.50
01400	STATE DISBURSEMENT UNIT							
I-CS4201510131025	Payroll Deduction 10-D000121	R	10/13/2015	818.57		022028		818.57
00230	UNITED WAY							
I-UWY201510131025	PAYROLL CONTRIBUTIONS	R	10/13/2015	60.00		022029		60.00
02759	The Pun Group							
I-20150254	Audit for Year Ending 6/30/15	R	10/13/2015	9,200.00		022030		9,200.00
00489	STEVE WICKSTRUM							
I-Aug 15	Reimburse Mileage 8/15	R	10/13/2015	127.95		022031		
I-Sep 15	Reimburse Mileage 9/15	R	10/13/2015	127.08		022031		255.03
02496	Native Electrical Construction							
I-100615	Camp B Electrical Work	R	10/13/2015	60,000.00		022032		60,000.00
00270	WELLS FARGO BANK							
I-100815	Waterproof Video Camera Fish	R	10/15/2015	154.84		022033		
I-100815a	Biological Supplies for Fish	R	10/15/2015	80.57		022033		
I-100815b	Emergency Launching Ramp Mat	R	10/15/2015	3,406.03		022033		
I-100815c	Monthly Credit Card Charges	R	10/15/2015	3,494.95		022033		7,136.39
00004	ACWA/JPIA							
I-0376112	Nov 15 Health Insurance	R	10/21/2015	115,099.79		022034		115,099.79
01707	AIRGAS SPECIALTY PRODUCTS							
I-131407242	Ammonium Hydroxide for TP	R	10/21/2015	2,375.20		022035		2,375.20

VENDOR SET: 01 Casitas Municipal Water D

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00010	AIRGAS USA LLC							
I-9043510132	Welding Supplies for Pipelines	R	10/21/2015	95.29		022036		
I-9043700274	Welding Supplies for Pipelines	R	10/21/2015	181.13		022036		
I-9043890854	Welding Supplies for Pipelines	R	10/21/2015	174.39		022036		
I-9930589698	Cylinder Rental for Pipeline	R	10/21/2015	58.65		022036		509.46
00014	AQUA-FLO SUPPLY							
I-836343	Irrigation Parts for DO Garden	R	10/21/2015	10.83		022037		10.83
02179	Art Street Interactive							
I-120740	Res System Maint/Hosting	R	10/21/2015	542.15		022038		542.15
01666	AT & T							
C-000007118222	Acct#8310001729783	R	10/21/2015	273.94CR		022039		
C-000007119996	Acct#8310002969306	R	10/21/2015	801.47CR		022039		
D-000007118222	Refund Check Received	R	10/21/2015	273.94		022039		
D-000007119996	Refund Check Received	R	10/21/2015	801.47		022039		
I-000007158575	Local, Regional, Long Distance	R	10/21/2015	1,095.68		022039		1,095.68
00018	AT & T MOBILITY							
I-829434088X10142015	PT Wildlife Biol Monthly Cell	R	10/21/2015	11.53		022040		11.53
00020	AVENUE HARDWARE, INC							
I-61486	Drill Bit & Anchors for TP	R	10/21/2015	28.29		022041		
I-61494	Anchors for Ammonia Tanks TP	R	10/21/2015	36.67		022041		
I-61655	Anchors for Casitas Dam	R	10/21/2015	18.33		022041		83.29
00030	B&R TOOL AND SUPPLY CO							
I-1900873137	Hole Saw for Pipelines	R	10/21/2015	16.29		022042		16.29
00679	BAKERSFIELD PIPE & SUPPLY INC							
I-S2204909001	Welded Pipe for Pipelines	R	10/21/2015	445.70		022043		445.70
00326	BEN MEADOWS							
I-SI01958865	Staff Gauge for Fisheries	R	10/21/2015	42.36		022044		42.36
01616	FRED BRENEMAN							
I-102015	10/11/15-10/24/15	R	10/21/2015	391.00		022045		391.00
02802	Caltrol, Inc.							
I-337502	O-Rings Kits EIM Accuators TP	R	10/21/2015	204.96		022046		204.96
00208	CareIQ							
I-061815	DOS 6/18/15 Claim#15-19309	R	10/21/2015	120.00		022047		
I-091015	DOS 9/10/15 Claim#15-19309	R	10/21/2015	120.00		022047		240.00

VENDOR SET: 01 Casitas Municipal Water D

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00055	CASITAS BOAT RENTALS							
I-001493	Install Batteries, Eq#219,Boat	R	10/21/2015	294.99		022048		294.99
00055	CASITAS BOAT RENTALS							
I-091915	Lifeguard End of Season Event	R	10/21/2015	537.50		022049		537.50
00055	CASITAS BOAT RENTALS							
I-Sep 15 Gas	Gas for Boats at LCRA	R	10/21/2015	1,012.66		022050		1,012.66
00511	Centers for Family Health							
I-022615	DOS 2/26/15 Claim#15-19309	R	10/21/2015	52.45		022051		
I-031015	DOS 3/10/15 Claim#15-19309	R	10/21/2015	55.13		022051		107.58
00675	Central Coast Radiology Associ							
I-012715	DOS 1/27/15 Claim#15-19309	R	10/21/2015	14.76		022052		
I-012715a	DOS 1/27/15 Claim#15-19309	R	10/21/2015	18.75		022052		33.51
01843	COASTAL COPY							
I-632300	Copier Usage, Dist Office	R	10/21/2015	180.94		022053		180.94
00061	COMPUWAVE							
I-SB02081466	Toner Cartridges for WP	R	10/21/2015	647.34		022054		647.34
01483	CORVEL CORPORATION							
I-688870751	Bill Review	R	10/21/2015	21.51		022055		
I-689250011	Bill Review	R	10/21/2015	20.97		022055		
I-689276591	Bill Review	R	10/21/2015	4.65		022055		
I-692240571	Bill Review	R	10/21/2015	3.85		022055		
I-692253141	Bill Review	R	10/21/2015	73.19		022055		
I-692897951	Bill Review	R	10/21/2015	49.34		022055		
I-693064591	Bill Review	R	10/21/2015	9.50		022055		
I-695187151	Bill Reveiw	R	10/21/2015	9.50		022055		
I-C00204568986	Claim#15-19309	R	10/21/2015	20.00		022055		212.51
01647	JOEL COX							
I-Oct 15	Safety Boots	R	10/21/2015	160.18		022056		160.18
00079	DANIELS TIRE SERVICE							
I-250073693	4 Tires for #51,Pipeline Truck	R	10/21/2015	965.42		022057		965.42
01764	DataProse, LLC							
I-DP1502627	UB Mailing for Sep 15	R	10/21/2015	1,939.70		022058		1,939.70

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00740	DELL MARKETING L.P. I-XJT45JCK5 New Computer for Robles	R	10/21/2015	1,129.39		022059		1,129.39
00081	DELTA LIQUID ENERGY I-219040 Labels for Propane Tanks, LCRA	R	10/21/2015	21.84		022060		21.84
00086	E.J. Harrison & Sons Inc I-1324 Acct#500546088 I-28154 Acct#1C00053370 I-529 Acct#500139629	R R R	10/21/2015 10/21/2015 10/21/2015	560.00 114.55 1,588.93		022061 022061 022061		2,263.48
00095	FAMCON PIPE & SUPPLY I-172703 Pipeline Repair Parts I-172707 Parts for Warehouse Parts I-172882 Pipeline Repair Parts I-173701 Mueller Parts for WH Stock	R R R R	10/21/2015 10/21/2015 10/21/2015 10/21/2015	246.18 1,838.25 1,356.65 1,093.28		022062 022062 022062 022062		4,534.36
00093	FEDERAL EXPRESS I-518617529 Shipping for LCRA	R	10/21/2015	14.28		022063		14.28
00099	FGL ENVIRONMENTAL I-508894A Manganese Profile 8/11/15 I-509367A Iron, Manganese Profile 8/21 I-509368A Total N, P NPDES Permit 8/21	R R R	10/21/2015 10/21/2015 10/21/2015	145.00 235.00 242.50		022064 022064 022064		622.50
00101	FISHER SCIENTIFIC C-3544750 Credit Inv#7863371 I-2825885 Buffer Solution for Lab I-4710284 Electrode for Lab	R R R	10/21/2015 10/21/2015 10/21/2015	141.90CR 125.75 147.00		022065 022065 022065		130.85
01047	FORESTRY SUPPLIERS, INC. C-80305100a Accrue Use Tax D-80305100a Accrue Use Tax I-80305100 Fire Prevention Pump/Tank/Hose	R R R	10/21/2015 10/21/2015 10/21/2015	25.85CR 25.85 423.33		022066 022066 022066		423.33
00104	FRED'S TIRE MAN I-85779 Oil Change #41, LCRA Truck	R	10/21/2015	39.67		022067		39.67
00106	FRONTIER PAINT I-F0208591 Paint for Safety Railings TP	R	10/21/2015	33.37		022068		33.37
02720	Garda CL West, Inc. I-20107319 Excess Charges Armored Truck	R	10/21/2015	40.00		022069		40.00

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00115	GRAINGER, INC							
I-9861957034	Epoxy for Treatment Plant	R	10/21/2015	119.99		022070		
I-9862072312	Hammer Drill Bit for TP	R	10/21/2015	51.22		022070		171.21
00746	GREEN THUMB INTERNATIONAL							
I-486337	Round Up for Dist Office	R	10/21/2015	5.10		022071		5.10
00894	HOSE-MAN, INC.							
I-5219518000105	Washers for Pipelines	R	10/21/2015	15.31		022072		15.31
00127	INDUSTRIAL BOLT & SUPPLY							
I-00154049	Nuts & Bolts for Casitas Dam	R	10/21/2015	10.84		022073		10.84
02623	Industrial Parts & Electric Mo							
C-0162832INa	Accrue Use Tax	R	10/21/2015	16.50CR		022074		
D-0162832INa	Accrue Use Tax	R	10/21/2015	16.50		022074		
I-0162832IN	Motor Cooling Fans for TP	R	10/21/2015	233.42		022074		233.42
01486	INTEGRATED FIRE AND SAFETY							
I-41154	Service Extinguisher, Maint	R	10/21/2015	9.00		022075		9.00
00131	JCI JONES CHEMICALS, INC							
I-670199	Chlorine for TP, CM#670208	R	10/21/2015	1,770.00		022076		
I-670771	Chlorine for TP, CM#670803	R	10/21/2015	180.00		022076		1,950.00
02345	John Crane Inc.							
I-3141834	Rebuild #4 Ave 1 Pump Seal	R	10/21/2015	1,462.61		022077		1,462.61
02215	Scott MacDonald							
I-101615	AWWA Fall Conference Advance	R	10/21/2015	956.00		022078		956.00
01404	MCT TRAILERS							
I-62704	Brake Light for #15, O&M CS	R	10/21/2015	20.37		022079		20.37
00151	MEINERS OAKS ACE HARDWARE							
C-687197	Conduit Exchanged, Inv#687196	R	10/21/2015	14.51CR		022080		
I-685417	SS Relief Parts	R	10/21/2015	88.45		022080		
I-685483	Tarp, Nozzle for Waterpark	R	10/21/2015	46.35		022080		
I-685651	Trap Seal Primer, Blades for WP	R	10/21/2015	165.50		022080		
I-685815	Dust Brush, Bolts & Screws E&M	R	10/21/2015	16.29		022080		
I-685866	Deer Netting, Padlock for WP	R	10/21/2015	50.58		022080		
I-686130	Pipe Straps for Canal	R	10/21/2015	13.76		022080		
I-686280	Bolts & Screws for LCRA Maint	R	10/21/2015	15.05		022080		
I-686291	Screws, Pipe Straps for Canal	R	10/21/2015	29.21		022080		
I-686332	Pipe, Couplers for Pipelines	R	10/21/2015	44.55		022080		
I-686376	Sledge Handle, Bolts for Maint	R	10/21/2015	19.43		022080		
I-686469	Bolts & Screws for SS Relief	R	10/21/2015	52.66		022080		
I-686542	Duct Tape for Pipelines	R	10/21/2015	10.74		022080		

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00169	OJAI VALLEY SANITARY DISTRICT							
I-17713	Cust#20594	R	10/21/2015	166.08		022090		
I-17788	Cust#52921	R	10/21/2015	55.36		022090		221.44
00383	ON DUTY UNIFORMS & EQUIPMENT							
I-135972	Uniforms for PSO	R	10/21/2015	296.66		022091		296.66
01381	ONTRAC							
I-8298610	Returned Items to Fisher, Lab	R	10/21/2015	3.59		022092		3.59
02187	Pitney Bowes Inc							
I-407179	Postage Machine Rental	R	10/21/2015	112.88		022093		112.88
00627	PORT SUPPLY							
I-1112	Port-Pumps for SS Relief	R	10/21/2015	23.22		022094		23.22
00184	POWERSTRIDE BATTERY CO, INC							
I-V589973	Solar Batteries for SS Relief	R	10/21/2015	506.99		022095		506.99
01439	PRECISION POWER EQUIPMENT							
I-2716	Bar for Saw for Dist Maint	R	10/21/2015	74.18		022096		
I-2717	Chain for Saw, Dist Maint	R	10/21/2015	52.13		022096		
I-2719	Air Filters for Chain Saws	R	10/21/2015	65.98		022096		192.29
02804	Keith A Robertson, MD							
I-060215	DOS 6/2/15 Claim#15-19309	R	10/21/2015	123.20		022097		123.20
00313	ROCK LONG'S AUTOMOTIVE							
I-16102	Oil Change, Windshield #42 PL	R	10/21/2015	649.74		022098		649.74
00725	SMART & FINAL							
I-101315	Vinegar & Water for TP	R	10/21/2015	43.00		022099		43.00
01944	Luke Soholt							
I-101615	AWWA Fall Conference Advance	R	10/21/2015	586.00		022100		586.00
02003	Sostre Enterprises Inc.							
I-2980	CMS Fee/Website Hosting	R	10/21/2015	249.00		022101		249.00
02202	Stanley Pest Control							
I-761732	Pest Control Waterpark	R	10/21/2015	170.00		022102		170.00
02703	Sunbelt Rentals							
I-54684158001	Excavator Rental for Leak	R	10/21/2015	3,118.14		022103		
I-55208790001	Manlift Rental for TP	R	10/21/2015	562.36		022103		
I-55328832001	Forklift Rental for TP Proj	R	10/21/2015	827.46		022103		4,507.96

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00057	SUPPLYWORKS							
I-294012500	Shower Curtains for WP	R	10/21/2015	163.47		022104		163.47
00221	SWISHER HYGIENE							
I-509800300346	TP for LCRA	R	10/21/2015	193.50		022105		
I-6H02199672	Restroom Cleaning at LCRA	R	10/21/2015	240.80		022105		
I-6H02199673	Restroom Cleaning at LCRA	R	10/21/2015	266.60		022105		
I-6H02199674	Restroom Cleaning at LCRA	R	10/21/2015	360.00		022105		1,060.90
00641	SWRCB-ELAP Fees							
I-EA07151696	ELAP Certificate	R	10/21/2015	1,455.00		022106		1,455.00
00398	T & T TRUCK & CRANE SERVICE							
I-0122495IN	Crane to Move Motor Ave 1 PP	R	10/21/2015	780.00		022107		780.00
00471	UNION ENGINEERING COMPANY, INC.							
I-101615	LCRA Front Gate Payment #4	R	10/21/2015	19,821.28		022108		19,821.28
00247	County of Ventura							
I-101515	Encroachment Permit	R	10/21/2015	270.00		022109		270.00
00251	VENTURA COUNTY STAR							
I-714236	Notice of Public Hearing	R	10/21/2015	61.68		022110		61.68
	LCRA Fees							
00254	VENTURA LOCKSMITHS							
I-13302	Key for LCRA	R	10/21/2015	30.64		022111		30.64
00257	VENTURA RIVER WATER DISTRICT							
I-3826	GSA-Legal Services 9/15	R	10/21/2015	1,106.86		022112		1,106.86
09955	VENTURA WHOLESALE ELECTRIC							
I-205279	Fittings for Proj 259, TP	R	10/21/2015	29.84		022113		
I-205339	Elec Parts for SS Relief	R	10/21/2015	46.12		022113		
I-205365	Elec Parts for Ave 2 PP	R	10/21/2015	74.23		022113		150.19
01283	Verizon Wireless							
I-9753358312	Monthly Cell Charges DO & TP	R	10/21/2015	683.32		022114		
I-9753358907	LCRA Monthly Cell Phone Bills	R	10/21/2015	494.16		022114		1,177.48
	Acct#77232361800001							
00663	WAXIE SANITARY SUPPLY							
C-75552531a	Credit for Overcharge	R	10/21/2015	21.29CR		022115		
I-75532123	Janitorial Supplies	R	10/21/2015	428.28		022115		
I-75549947	Janitorial Supplies for LCRA	R	10/21/2015	101.16		022115		
I-75552530	Janitorial Supplies for LCRA	R	10/21/2015	888.35		022115		
I-75552531	Janitorial Supplies for DO	R	10/21/2015	362.64		022115		1,759.14

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00277	ZEE MEDICAL SERVICE CO. I-34111430 First Aid Supplies for DM	R	10/21/2015	25.20		022116		25.20
1	Robert Blank I-000201510131026 TS Refund	R	10/21/2015	85.00		022117		85.00
00128	INTERNAL REVENUE SERVICE							
	I-T1 201510131025 Federal Withholding	D	10/13/2015	25,198.91		101351		
	I-T3 201510131025 FICA Withholding	D	10/13/2015	21,625.84		101351		
	I-T4 201510131025 Medicare Withholding	D	10/13/2015	5,803.76		101351		52,628.51
00049	STATE OF CALIFORNIA							
	I-T2 201510131025 State Withholding	D	10/13/2015	8,332.23		101352		8,332.23
00187	CALPERS							
	I-PBB201510131025 PERS BUY BACK	D	10/13/2015	66.87		101353		
	I-PEB201510131025 PEBRA EMPLOYEES PORTION	D	10/13/2015	1,421.63		101353		
	I-PER201510131025 PERS EMPLOYEE PORTION	D	10/13/2015	9,908.96		101353		
	I-PRB201510131025 PEBRA EMPLOYER PORTION	D	10/13/2015	1,418.64		101353		
	I-PRR201510131025 PERS EMPLOYER PORTION	D	10/13/2015	10,318.88		101353		23,134.98

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	106	279,827.87	0.00	279,827.87
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	84,095.72	0.00	84,095.72
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET:	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
01	AP	TOTALS:	109	363,923.59	0.00	363,923.59
BANK: AP	TOTALS:		109	363,923.59	0.00	363,923.59
REPORT TOTALS:			111	363,923.59	0.00	363,923.59

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: LINDSAY CAO, CIVIL ENGINEER
SUBJECT: ADOPT RESOLUTION TO AWARD CONTRACT –VENTURA AVENUE PUMP PLANT NO.2 ELECTRICAL UPGRADE, SPECIFICATION 15-380
DATE: OCTOBER 28, 2015

RECOMMENDATION:

It is recommended that the Board of Directors adopt the resolution accepting a proposal submitted by the lowest responsible and responsive bidder and award the contract for construction of the Ventura Avenue Pump Plant No. 2 Electrical Upgrade, Specification 15-380 to Oilfield Electric and Motor of Ventura in the amount of \$403,500. It is further recommended that the President of the Board execute the agreement for said work and the Board authorize staff to proceed with the administration of the contract.

BACKGROUND AND DISCUSSION:

The Ventura Avenue Pump Plant No.2 is in need of electrical upgrades to improve the efficiency of the facility and bring the facility into current code compliance. This project includes installation of new switchgear and connecting it to the existing systems; installation of new underground conduits from the transformer to the new switchgear per Southern California Edison requirements; installation of new overhead power and control conduits from motor starters to outdoor pump motors; and installation of low voltage panel.

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

<u>FIRM</u>	<u>AMOUNT</u>
Oilfield Electric & Motor	\$403,500
Taft Electric Company	\$455,159

The FY 2015-16 Budget allocated \$400,000 to complete this project. The project is less than 1% over budget. The project is categorically exempt from CEQA per Section 15301 and 15302.

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION AWARDING A CONTRACT
FOR THE VENTURA AVENUE NO.2 PUMP PLANT ELECTRICAL UPGRADE
SPECIFICATION 15-380**

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

WHEREAS, the Ventura Avenue No.2 Pump Plant is a critical component in the District's water transmission system, and

WHEREAS, the District received two bids, with the lowest responsive bid submitted by Oilfield Electric and Motor Inc. in the sum of \$403,500.00.

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

1. That the bid from Oilfield Electric and Motor Inc. in the amount of \$403,500.00 be accepted for the Ventura Avenue No.2 Pump Plant Electrical Upgrades, Specification 15-380 and a contract awarded.
2. That staff is hereby authorized and directed to proceed with the administration of the contract.

ADOPTED this _____ day of _____, 2015.

President, Mary Bergen
Casitas Municipal Water District

ATTEST:

Secretary, Russ Baggerly
Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION CHANGING THE DATES OF THE NOVEMBER BOARD MEETINGS AND
CANCELLING THE SECOND BOARD MEETING IN DECEMBER

WHEREAS, the first regular meeting of the Board of Directors of Casitas Municipal Water District is scheduled to be held the second Wednesday of the month which is Veterans Day; and

WHEREAS, the second regular meeting of the board is held on the fourth Wednesday of the month in November which is the day before Thanksgiving; and

WHEREAS, the second regular meeting on the fourth Wednesday of the month of December is the day prior to Christmas Eve; and

WHEREAS, it is the desire of the Board of Directors to change the date of the first meeting in November to Friday November 13 at 3:00 p.m.; change the date of the second meeting in November to Tuesday, November 24 at 3:00 p.m. and cancel the second meeting in December.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Casitas Municipal Water District that the date of the first regular meeting of the Board in November will be moved to November 13, 2015 at 3:00 p.m., the date of the second regular meeting of the Board in November will be moved to November 24, 2015 at 3:00 p.m. and the second regular meeting in December is cancelled. The Clerk of the Board is hereby instructed to notice the changes for these meetings.

ADOPTED this 28^h day of October, 2015.

Mary Bergen, President
Casitas Municipal Water District

ATTEST:

Russ Baggerly, Secretary,
Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT

MINUTES Finance Committee

DATE: October 16, 2015
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Finance Committee Meeting of October 16, 2015, at 0930 hours

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Peter Kaiser and Director Jim Word
General Manager, Steve Wickstrum
2. **Public Comments.** None.
3. **Board/Management comments.**
The General Manager commented on the community meeting hosted by the Ventura County Office of emergency Services. Approximately 300 citizens attended the informative meeting concerning emergency response and preparation for the impending El Nino condition.
4. **Review of the Financial Statement for August 2015.**
The Committee commented on the reduction of water sales revenue that is approximately \$400,000 behind last year's revenue at the end of August, notably influenced by the drought declaration, customer conservation efforts, and rainfall events in the 2015 summer months. Director Word expressed that if the trend should continue, the \$3,000,000 reserve for variation of water sales may be impacted during the next year.

It was further noted that the Recreation Area is also approximately ten percent down in revenue when comparing to August 2014 data. Directors Kaiser and Word expressed their continuing concern over the level of overtime being paid for park staff. The General Manager described the work that is progressing to address the Park staff deficiencies.

5. **Review of the Water Consumption for August 2015.**
The Committee reviewed the water consumption numbers for August 2015. There is a notable reduction in water use due to rainfall event in July 2015 and customer conservation efforts in most classifications.

The Committee discussed the historical record of water consumption that occurred during wet years and determining the extent of water consumption reduction that may occur with the 2016 El Nino, specifically years 1969 and 1992. More recent reduction years during slightly wet years (greater than 25" of rainfall) that occurred in 2010 and 2011, when annual consumption of water from Lake Casitas dipped to less than 15,000 acre-feet.

Coultas Ranch

2251 FORDYCE ROAD OJAI, CALIF. 93023 (805) 646-2770

October 5, 2015

Dear Casitas board and staff members,

I want to thank you for providing the opportunity for James Coultas' family and friends to celebrate his life at Lake Casitas last weekend. My brother loved the lake and his work with all of you, so it was very appropriate that we shared our memories of him while enjoying the beauty of the lake and its birds.

Perhaps his favorite activity was arranging for the Olympics to hold the rowing events at Casitas. One of the posters from that event had a prominent place on the wall above his television, so he thought of it every day. He also reminisced about his frequent travels to Sacramento for committee meetings, getting animated whenever we spoke about water issues.

Thank you for all that you meant to and did for Jim.

A handwritten signature in cursive script that reads "Terry Wilson".

Sincerely,
Terry Coultas Wilson and family

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
10/23/15**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Federal Home Loan Bank	313379EE5	06/14/2019	\$1,374,001	\$1,372,545	1.625%	10/03/2012	7.08%	1311
*TB	Federal Home Loan Bank	313379RN1	12/27/2024	\$978,364	\$995,269	2.840%	06/18/2014	5.13%	3304
*TB	Federal Home Loan Bank	3133802D8	11/23/2022	\$1,477,575	\$1,485,356	2.400%	11/19/2014	7.66%	2550
*TB	Federal Home Loan Bank	313380A98	08/14/2024	\$126,966	\$130,725	2.500%	07/03/2014	0.67%	3171
*TB	Federal Home Loan Bank	313380S73	10/11/2022	\$378,227	\$378,462	2.430%	08/11/2014	1.95%	2508
*TB	Federal Home Loan Bank	313381TA3	01/17/2023	\$277,619	\$282,632	2.240%	09/08/2014	1.46%	2604
*TB	Federal Farm CR Bank	3133EAZM3	07/24/2023	\$1,658,682	\$1,722,379	2.380%	09/16/2014	8.88%	2791
*TB	Federal Farm CR Bank	3133EED31	04/28/2025	\$2,989,968	\$2,978,388	2.800%	06/02/2015	15.36%	3425
*TB	Federal Farm CR Bank	3133EEXPO	01/28/2021	\$735,794	\$735,140	1.990%	06/17/2015	3.79%	1895
*TB	Federal Farm CR Bank	33133EFHV2	10/13/2022	\$589,445	\$579,246	2.200%	10/23/2015	2.20%	2510
*TB	Federal Home Loan Bank	3133XFKF2	06/11/2021	\$685,128	\$679,146	5.625%	01/16/2013	3.50%	2028
*TB	Federal Home Loan MTG Corp	3134A4VG6	11/17/2015	\$701,278	\$702,184	4.750%	06/17/2015	3.62%	24
*TB	Federal Home Loan MTG Corp	3134G34R8	07/23/2021	\$513,841	\$516,152	2.000%	12/02/2014	2.66%	2070
*TB	Federal Home Loan MTG Corp	3134G43A4	10/30/2024	\$849,441	\$876,265	2.500%	07/03/2014	4.52%	3247
*TB	Federal National Assn	3135G0ES80	11/15/2016	\$686,162	\$690,096	1.375%	03/12/2012	3.56%	382
*TB	Federal National Assn	3136G0K67	04/09/2021	\$192,000	\$192,388	2.000%	12/02/2014	0.99%	1966
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,076,124	\$1,090,340	5.125%	01/03/2012	5.62%	744
*TB	Federal Home Loan MTG Corp	3137EADB2	01/13/2022	\$679,449	\$684,000	2.375%	09/08/2014	3.53%	2240
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/2018	\$1,153,756	\$1,152,562	1.375%	07/06/2010	5.94%	982
*TB	US Treasury Inflation Index NTS	912828LZ10	01/15/2020	\$1,138,432	\$1,159,772	2.125%	07/01/2010	5.98%	1522
*TB	US Treasury Note	912828WE6	11/15/2023	\$769,200	\$815,980	2.750%	12/13/2013	4.21%	2902
Accrued Interest					\$169,517				
Total in Gov't Sec. (11-00-1055-00&1065)				\$19,031,451	\$19,388,542			99.98%	
Total Certificates of Deposit: (11.13506)				\$0	\$0			0.00%	
**	LAIF as of: (11-00-1050-00)		N/A	\$447	\$447	0.32%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,845	\$2,845	0.42%	Estimated	0.01%	
TOTAL FUNDS INVESTED				\$19,034,743	\$19,391,834			100.00%	
Total Funds Invested last report				\$19,022,545	\$19,347,334				
Total Funds Invested 1 Yr. Ago				\$18,219,286	\$18,478,673				
****	CASH IN BANK (11-00-1000-00) EST.			\$3,544,314	\$3,544,314				
	CASH IN Western Asset Money Market			\$452	\$452	0.01%			
TOTAL CASH & INVESTMENTS				\$22,579,510	\$22,936,601				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$22,955,981	\$23,215,367				
*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.