

# Board Meeting Agenda

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

Pete Kaiser, Director  
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT  
March 23, 2016  
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 March 9, 2016 Board Meeting.

RECOMMENDED ACTION: Adopt Consent Agenda

6. Bills
7. Resolution to schedule a public hearing on April 13, 2016 to consider a resolution of necessity for the acquisition of Golden State Water Company's Ojai water system.

RECOMMENDED ACTION: Adopt resolution

8. Recommend approval of a purchase order to Ford of Ventura for the purchase of a 2016 Ford 3/4 Ton Super Duty 4x4 truck.

RECOMMENDED ACTION: Motion approving recommendation

9. Verbal Update from the Matilija Dam Design Oversight Group meeting.

10. Information Items:

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

11. Closed Session

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

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  
March 9, 2016

A meeting of the Board of Directors was held March 9, 2016 at the District office in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Kaiser, Baggerly, Word, and Bergen were present. Director Hicks was absent. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were two staff member and three members of the public in attendance. President Kaiser led the group in the flag salute.

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

None

2. General Manager comments.

Mr. Wickstrum informed the board that upon submittal of the offer to Golden State Water Company the District received a public records request for 41 items, some of the records are requested from 2000 and 2005 forward.

3. Board of Director comments.

Director Baggerly informed the board that OBGMA is talking to an attorney in Santa Barbara regarding representation.

4. Board of Director Verbal Reports on Meetings Attended.

Director Bergen reported on her attendance at the Upper Ventura River Basin Groundwater meeting the previous day from 2:00 – 7:00 p.m. They worked on the joint powers agreement and had major discussions regarding the voting process. They decided they would not develop the bylaws at this time but will wait until after the JPA is complete. Director Bergen added that she volunteered to help with the notice of intent.

5. Consent Agenda ADOPTED

- a. Minutes of February 24, 2016 Board Meeting.
- b. Minutes of February 24, 2016 Special Meeting.
- c. Resolution authorizing the joint funding agreement with the United States Geological Survey for operation and maintenance of stream gaging stations in the Ventura River watershed.

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

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

Resolution is numbered 16-04

6. Bills

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

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

7. Recommend that the Board find that the sound reducing measures taken at the 4M Pump Plant have reduced sound below the criteria in Ventura County General Plan Noise Source Limits Section 2.16.4(c) and no further action is needed. Continued to the second meeting in April

Director Baggerly suggested that since the residents did not receive the information until Monday and have only had a couple of days to review it and have asked for a postponement it is fair that they be given an opportunity to review and comment substantially. Director Bergen added it was short notice and we can allow more time. Director Baggerly moved that this be postponed until we are notified by the residents that they have completed their sound study. President Kaiser suggested that since the public is here we should hear from them.

Brian Holly thanked Mr. Baggerly for bringing this up and we want more time to look at this. At the last meeting we discussed the frequency issue. Director Baggerly played a recording while Mr. Holly was talking. President Kaiser asked that Director Baggerly turn the recording off. Director Baggerly stated this is the sound they listen to 24/7, get used to it.

Mr. Holly continued stating that high pitch Mr. Baggerly played is on quite frequently especially during the hotter months. The main point is we are not trying to make an issue; we want a resolution to this problem. We want to come to an agreement to a solution. We are open for ideas and request time to consider that option. This report falls short of discussing the frequency issues, it is not comparing apples to oranges. If the skirts did dampen the frequency let's look at those numbers. That recording Mr. Baggerly took is still the loud pitch noise that is there. We want our sound consultant to do a peer review. The Board should also have that information available before making decisions.

Carl Fout then commented that walking outside his house; it was quiet until you walk out front when the pumps are being used. It is very irritating, like an irritating pitch from an old radio station without good reception. It takes away from the whole purpose of living on the east end of Ojai. We live out there for the quiet and to be surrounded by nature. He suggested there may be a bearing issue in the pumps and suggested to shelter the thing with insulating material. He sees other facilities that are shelters with soundproof walls, a tough shed with walls and insulation so it is sound proof. Either a way to solve it or the bearings in the pumps needs to be maintained or removed and replaced.

Lou Preiczner thanked the board for this opportunity to speak and for the cooperative effort to work to resolve this problem amicably. He stated that they got the report two days ago and need more time to review it. He added that he is not here to be a thorn in your side but the pumps are loud and there may be a simple solution to control the frequency. Insulation in walls helps and might insulate the sound. He asked the board to consider our neighborhood that has children hearing this unpleasant sound.

Mr. Wickstrum asked how much time they would need. Mr. Holly thought they would need at least 30 days. President Kaiser asked how much time and money has been devoted to this. Neil Cole said the last time he looked it was approximately \$70,000 - \$80,000. Mr. Word added that having more time will not include more staff time. Mr. Wickstrum added we will coordinate with their consultant. Director Baggerly asked for the high frequency to be addressed as it is not in the study. President Kaiser said the high frequency data is in the report.

Brian Holly said he would like to see if the skirts placed at the bottom of the motor mutes knocked the frequency down. President Kaiser added you have to understand what staff has tried to do to address this sound that has been out there for a great number of years. There are many places throughout the district where there are pumps. In my district, they are 30 feet away from residents. Mr. Holly explained that Charlie has lived there forever and when they built those homes the frequency was not as high. He suggested that it could be that the bearings are wearing out. The noise has gotten louder. When I first started putting letters out there were already three or four letters that pre-dated me. President Kaiser asked if he has copies of those letters. Mr. Holly responded yes.

Director Baggerly moved that this be continued to the second meeting in April. This was seconded by Director Bergen and approved by the following roll call vote:

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

8. Recommend approval of a purchase order to Praxair, Inc. in the amount not to exceed \$180,000 for the purchase of liquid oxygen. APPROVED

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

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

9. Recommend approval of a purchase order to FAMCON Pipe and Supply for the purchase of two 42" Mueller Butterfly Valves in the amount of \$26,434.25. APPROVED

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

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

10. Recommend approval of a purchase order to West Coast Air Conditioning, Ventura in the amount of \$5,990.00 for the purchase and installation of an HVAC unit for the Lake Casitas Recreation Area. APPROVED

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

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

11. Recommend support of the Trout in the Classroom program organized by the California Department of Fish & Wildlife. APPROVED

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

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

12. Information Items: APPROVED

- a. Recreation Committee Minutes.
- b. Recreation Area Report for January, 2016.
- c. Letter from the Upper Ventura River Basin Groundwater Sustainability Agency Formation Committee regarding a meeting on April 12, 2016 at 2:00 p.m.
- d. Water Consumption Report.
- e. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- f. Investment Report.

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

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

13. Adjournment

President Kaiser adjourned the meeting at 3:40 p.m.

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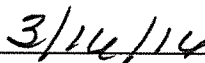
James W. Word, Secretary

CASITAS MUNICIPAL WATER DISTRICT  
Payable Fund Check Authorization  
Checks Dated 3/9/16-3/16/16  
Presented to the Board of Directors For Approval March 23, 2016

Check	Payee			Description	Amount
000630	Payables Fund Account	#	9759651478	Accounts Payable Batch 031016	\$565,895.64
000631	Payables Fund Account	#	9759651478	Accounts Payable Batch 031616	\$222,178.77
					\$788,074.41
000632	Payroll Fund Account	#	9469730919	Estimated Payroll 3/31/16	\$135,000.00
					\$135,000.00
				Total	\$923,074.41

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,  
000630-000632  
have been duly audited is hereby certified as correct.

   
\_\_\_\_\_  
Denise Collin, Accounting Manager/Treasurer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

CERTIFICATION

Payroll disbursements for the pay period ending 03/12/16  
Pay Date of 03/17/16  
have been duly audited and are  
hereby certified as correct.

Signed: Denise Collin 3/14/16  
Denise Collin

Signed: \_\_\_\_\_  
Signature

Signed: \_\_\_\_\_  
Signature

Signed: \_\_\_\_\_  
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.

000630	A/P Checks:	023089-023106
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Voids:	
000631	A/P Checks:	023107-023199
	A/P Draft to P.E.R.S.	031663
	A/P Draft to State of CA	031662
	A/P Draft to I.R.S.	031661
	Voids:	020545, 023157-023158

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

  
Denise Collin, Accounting Manager/Treasurer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: \* ALL BANKS  
 DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	3/16/2016			023157		
C-CHECK	VOID CHECK	V	3/16/2016			023158		

\* \* 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: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00004	ACWA/JPIA							
I-0399783	Apr 16 Health Insurance	R	3/09/2016	117,700.18		023089		117,700.18
00029	AMERICAN TOWER CORP							
I-2130139	Tower Rent, Rincon Pk, Red Mtn	R	3/09/2016	1,767.17		023090		1,767.17
02026	Carol Belser							
I-Jul 15 & Feb 16	Webinars for Training	R	3/09/2016	140.00		023091		140.00
02836	Gonzalo Carbajal-Ramirez							
I-022816	Safety Boot Purchase	R	3/09/2016	170.00		023092		170.00
02544	Department of Justice							
I-154700	Fingerprinting	R	3/09/2016	96.00		023093		96.00
00086	E.J. Harrison & Sons Inc							
I-28003	Acct#1C00054230	R	3/09/2016	621.10		023094		621.10
01186	GERARDO M HERRERA							
I-030316	Safety Boots Purchased	R	3/09/2016	170.00		023095		170.00
00126	CAROLE ILES							
I-Feb 16	Reimburse Mileage 2/16	R	3/09/2016	35.91		023096		35.91
02724	Michael Moler							
I-Feb 16	Reimburse Mileage 2/16	R	3/09/2016	129.06		023097		129.06
02830	Erica Morris							
I-020816	Replace Damaged Tire	R	3/09/2016	108.23		023098		108.23
00215	SOUTHERN CALIFORNIA EDISON							
I-030216	Acct#2269631768	R	3/09/2016	23.52		023099		
I-030216a	Acct#2210503702	R	3/09/2016	6,345.67		023099		
I-030416	Acct#2237789169	R	3/09/2016	29.96		023099		
I-030416a	Acct#2210502480	R	3/09/2016	42,377.10		023099		48,776.25
00048	STATE OF CALIFORNIA							
I-030116	State Water Plan Payment	R	3/09/2016	224,747.00		023100		224,747.00
00048	STATE OF CALIFORNIA							
I-1604E53103	1988 Drinking Water Bond	R	3/09/2016	152,533.74		023101		152,533.74
02643	Take Care by WageWorks							
I-4076657	Reimburse Medical	R	3/09/2016	10.00		023102		10.00

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00234	UNITED WATER CONSERVATION I-030116 SWP Flexible Storage	R	3/09/2016	4,472.00		023103		4,472.00
00949	CITY OF VENTURA I-030116 SWP Flexible Storage	R	3/09/2016	8,944.00		023104		8,944.00
02055	Watkins Fence Company I-CW3116 Ammonia Facility Fence Repair	R	3/09/2016	3,275.00		023105		3,275.00
02834	Concrete Resurrection I-030816 Deposit for Concrete Training	R	3/10/2016	2,200.00		023106		2,200.00
01509	ADVANCED TELEMETRY SYSTEMS, INC							
	C-65594a Accrue Use Tax	R	3/16/2016	221.93CR		023107		
	D-65594a Accrue Use Tax	R	3/16/2016	221.93		023107		
	I-65594 Radio Tags for Fish Tracking	R	3/16/2016	2,959.00		023107		2,959.00
01325	Aflac Worldwide Headquarters I-923580 Supplemental Insurance 2/16	R	3/16/2016	3,217.56		023108		3,217.56
00010	AIRGAS USA LLC							
	I-9048582343 Welding Hood for Pipelines	R	3/16/2016	234.35		023109		
	I-9934222839 Cylinder Rental for Pipelines	R	3/16/2016	57.07		023109		291.42
00011	ALERT COMMUNICATIONS I-160200847101 Call Center 3/16	R	3/16/2016	324.66		023110		324.66
00022	AMERICAN WATER WORKS ASSOC.							
	C-0001309267a Accrue Use Tax	R	3/16/2016	16.88CR		023111		
	D-0001309267a Accrue Use Tax	R	3/16/2016	16.88		023111		
	I-0001308903 Field Guide for Pump Plants	R	3/16/2016	61.50		023111		
	I-0001309267 Chlorine Safety DVD for TP	R	3/16/2016	234.00		023111		295.50
00014	AQUA-FLO SUPPLY							
	I-886008 Parts for Drain Pipe,Dist Main	R	3/16/2016	3,034.40		023112		
	I-887755 Plumbing Parts for Waterpark	R	3/16/2016	939.22		023112		
	I-888258 Plumbing Parts for Waterpark	R	3/16/2016	112.08		023112		
	I-891155 Piping for Waterpark	R	3/16/2016	101.98		023112		
	I-892428 Plumbing Parts for Waterpark	R	3/16/2016	1,347.82		023112		
	I-893524 Gloves, Lopper for Pipelines	R	3/16/2016	88.71		023112		
	I-894166 PVC for Pipelines	R	3/16/2016	8.90		023112		
	I-894873 PVC for Waterpark	R	3/16/2016	0.40		023112		
	I-896250 PVC Parts for O&M CS	R	3/16/2016	26.31		023112		
	I-898417 PVC for Pipelines	R	3/16/2016	32.58		023112		
	I-899375 PVC for Waterpark	R	3/16/2016	16.30		023112		5,708.70

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00840	AQUA-METRIC SALES COMPANY							
I-0059984IN	Water Meters & Parts, O&M CS	R	3/16/2016	9,052.91		023113		9,052.91
02179	Art Street Interactive							
I-124202	Res Sys Website, Hosting/Maint	R	3/16/2016	542.15		023114		542.15
00020	AVENUE HARDWARE, INC							
I-63564	Snap for O&M CS	R	3/16/2016	2.89		023115		2.89
00021	AWA OF VENTURA COUNTY							
I-031516	Waterwise Breakfast 3/17	R	3/16/2016	100.00		023116		100.00
00030	B&R TOOL AND SUPPLY CO							
I-1900879640	Drill Bits for Roto Hammer, PP	R	3/16/2016	59.05		023117		
I-1900879641	Lens Cleaner, Safety Glasses	R	3/16/2016	48.47		023117		107.52
	O&M CS							
00036	BC TREE SERVICE, INC							
I-1013	Pine Tree Remove at Top of Dam	R	3/16/2016	1,400.00		023118		1,400.00
00032	BIOVIR LABORATORIES, INC							
I-160302	Giardia/Crypto Feb 16	R	3/16/2016	365.00		023119		365.00
00055	CASITAS BOAT RENTALS							
I-Feb 16	Cafe Passes Feb 16	R	3/16/2016	1,739.23		023120		1,739.23
00055	CASITAS BOAT RENTALS							
I-Feb 16 Gas	Gas for Boats at LCRA	R	3/16/2016	641.80		023121		641.80
00511	Centers for Family Health							
I-55960	Pre-Employment Physicals	R	3/16/2016	210.00		023122		210.00
01384	CLEAN HARBORS ENVIRONMENTAL SE							
I-1001282965	Light Tube Disposal	R	3/16/2016	764.97		023123		764.97
01843	COASTAL COPY							
C-022416	Credit for LCRA Copier Usage	R	3/16/2016	85.27CR		023124		
C-656743	CM for Warehouse Copier Usage	R	3/16/2016	204.67CR		023124		
I-647134	Copier Usage, Warehouse	R	3/16/2016	21.16		023124		
I-656888	Copier Usage, LCRA	R	3/16/2016	276.82		023124		
I-658129	Copier Usage, Dist Office	R	3/16/2016	199.92		023124		207.96
00071	COMMANDER PRINTED PRODUCTS							
I-101701	Window Envelopes for Stock	R	3/16/2016	292.41		023125		292.41

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00061	COMPUWAVE							
I-SB02082829	Card Printer for LCRA	R	3/16/2016	1,450.18		023126		
I-SB02082848	APC Smart UPS for Telemetry	R	3/16/2016	994.38		023126		2,444.56
00062	CONSOLIDATED ELECTRICAL							
I-9009729455	E&M Label Tape	R	3/16/2016	77.46		023127		
I-9009730062	Automation Software Upgrades	R	3/16/2016	4,101.13		023127		
I-9009730149	HMI/SCADA Development Software	R	3/16/2016	5,428.75		023127		9,607.34
00719	CORELOGIC INFORMATION SOLUTION							
I-81665698	Monthly Realquest Software	R	3/16/2016	137.50		023128		137.50
01525	CPS HR CONSULTING							
I-INV351047	Recruiting Safety Officer	R	3/16/2016	1,336.43		023129		1,336.43
01764	DataProse, LLC							
I-DP1600377	UB Mailing 2/29/16	R	3/16/2016	1,893.03		023130		1,893.03
00085	DON'S INDUSTRIAL SUPPLIES, INC							
I-358605	Hose Repair for Pipelines	R	3/16/2016	63.25		023131		63.25
00086	E.J. Harrison & Sons Inc							
I-1162	Acct#500546088	R	3/16/2016	280.00		023132		
I-406	Acct#500139629	R	3/16/2016	729.12		023132		1,009.12
02171	Engbretson Underwater Photogra							
I-2185	Web Photos Licensing	R	3/16/2016	100.00		023133		100.00
00095	FAMCON PIPE & SUPPLY							
I-177497	Marking Paint for Pipelines	R	3/16/2016	128.48		023134		
I-177848	Parts for Camp Chaffee Leak	R	3/16/2016	2,537.00		023134		
I-177967	Parts for Camp Chaffee Leak	R	3/16/2016	797.65		023134		
I-178397	Meter Lid Lifters, O&M CS	R	3/16/2016	64.50		023134		3,527.63
00013	FERGUSON ENTERPRISES INC							
I-2984803	Shower Hot Water Mixing Valve	R	3/16/2016	931.93		023135		
I-2998519	Dielectric Unions for Maint	R	3/16/2016	43.30		023135		975.23
00099	FGL ENVIRONMENTAL							
I-601778A	Manganese Monitoring 2/10	R	3/16/2016	70.00		023136		70.00
00716	FLO-SYSTEMS INC.							
I-F1579215B393	TP Sludge Pump Parts	R	3/16/2016	1,297.21		023137		1,297.21

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02310	Flora Gardens							
I-113734	Grass Seed for 3MPP	R	3/16/2016	15.04		023138		
I-135179	Plant for LCRA	R	3/16/2016	8.59		023138		23.63
00713	FLUID MANUFACTURING							
I-44552	Shower Coin Boxes, LCRA	R	3/16/2016	381.00		023139		381.00
00104	FRED'S TIRE MAN							
I-89403	2 Tires for Small JD Mower	R	3/16/2016	73.64		023140		
I-89407	Oil Change #47, LCRA Truck	R	3/16/2016	83.75		023140		
I-89417	Flat Repair, Eq#29, Maint	R	3/16/2016	20.00		023140		
I-89600	4 Tires for #8, E&M Truck	R	3/16/2016	941.20		023140		
I-89687	Flat Repair, #43, Maint Truck	R	3/16/2016	20.00		023140		
I-89746	Oil Change, #15, O&M CS	R	3/16/2016	39.67		023140		1,178.26
01280	FRY'S ELECTRONICS, INC.							
I-6261584	Monitor for LCRA	R	3/16/2016	132.84		023141		
I-6261584a	Drive for E/M Laptop	R	3/16/2016	85.32		023141		
I-6261584b	UPS System, Water Cons	R	3/16/2016	183.59		023141		
I-6261584c	Misc Computer Supplies, IT	R	3/16/2016	46.09		023141		
I-6266466	Mouse for LCRA	R	3/16/2016	75.59		023141		
I-6266466a	Cord for IT Dept	R	3/16/2016	9.71		023141		533.14
00376	GALL'S, INC.							
I-004996523	Ballistic Vest Care Kit, LCRA	R	3/16/2016	193.50		023142		193.50
02720	Garda CL West, Inc.							
I-10188186	Armored Truck 3/16	R	3/16/2016	603.29		023143		603.29
00216	THE GAS COMPANY							
I-030216	Acct#18231433006	R	3/16/2016	120.31		023144		120.31
00115	GRAINGER, INC							
I-9031662514	Heavy Duty Jumper Cables, PL	R	3/16/2016	245.92		023145		
I-9042329251	Test Strips for Lab	R	3/16/2016	37.84		023145		
I-9046461159	Batteries, Band-aids for Stock	R	3/16/2016	44.51		023145		328.27
00746	GREEN THUMB INTERNATIONAL							
I-476688	Plants for Waterpark	R	3/16/2016	140.12		023146		140.12
01052	HARBOR FREIGHT TOOLS USA, INC							
I-01136913	Welding Safety Supplies, Maint	R	3/16/2016	114.95		023147		114.95

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00596	HOME DEPOT I-6914679 Camp B Pedestal Lights	R	3/16/2016	365.39		023148		365.39
01177	ICON SAFETY COMPANY INC. I-107007396 Oxygen O2 Sensors, Pipeline I-107007491 Gas Detectors for TP	R R	3/16/2016 3/16/2016	544.13 1,291.21		023149 023149		1,835.34
02825	Indian Springs Manufacturing C C-10399a Accrue Use Tax D-10399a Accrue Use Tax I-10399 Chlorine Leak Repair Parts, TP	R R R	3/16/2016 3/16/2016 3/16/2016	19.35CR 19.35 267.37		023150 023150 023150		267.37
00872	Irrisoft, Inc. I-5726 Weather Station Signal Svcs	R	3/16/2016	79.00		023151		79.00
02344	Janitek Cleaning Solutions I-22875 Janitorial Services 3/16	R	3/16/2016	1,329.00		023152		1,329.00
02658	Liebert Cassidy Whitmore I-1410314 Matter No:CA182-00001 9/15 I-1410315 Matter No:CA182-00003 9/15 I-1411333 Matter No:CA182-00005 9/15 I-1411956 Matter No;CA182-00001 10/15 I-1411957 Matter No:CA182-00003 10/15 I-1411958 Matter No:CA182-00005 10/15 I-1413342 Matter No:CA182-00003 11/15 I-1413343 Matter No:CA182-00005 11/15 I-1414699 Matter No:CA182-00003 12/15 I-1414700 Matter No:CA182-00005 12/15	R R R R R R R R R R	3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016	587.50 100.00 3,873.75 70.50 2,865.00 558.50 490.00 940.00 20.00 822.50		023153 023153 023153 023153 023153 023153 023153 023153 023153 023153		10,327.75
02215	Scott MacDonald I-031116 Safety Boots	R	3/16/2016	170.00		023154		170.00
00329	MCMMASTER-CARR SUPPLY CO. I-51149668 Toilet Partitions LCRA Maint I-52083964 Couplings for Pump Plant	R R	3/16/2016 3/16/2016	71.91 65.75		023155 023155		137.66
00151	MEINERS OAKS ACE HARDWARE C-707119 Pallet Deposit Return C-707556 Weldable Sheet Returned C-708918 LED Retro Fit Kits Returned I-706855 Park Store Office Lights I-707073 Concrete for Fence, Drains, DM I-707092 Glue for TP Repairs I-707093 Rebar, Tools for Drain, DM I-707125 Paint for District Office I-707216 Plumbing Parts for LCRA Maint I-707361 Weldable Sheet for Waterpark	R R R R R R R R R R R	3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016	15.00CR 17.59CR 97.78CR 97.78 212.77 40.26 70.43 27.21 75.55 17.59		023156 023156 023156 023156 023156 023156 023156 023156 023156 023156 023156		



VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-707720	Simple Green for Fisheries	R	3/16/2016	12.89		023156		
I-707747	Paint Supplies for LCRA Maint	R	3/16/2016	56.63		023156		
I-707799	PVC Parts for LCRA Maint	R	3/16/2016	13.30		023156		
I-707951	Paint Brushes for TP	R	3/16/2016	51.49		023156		
I-708034	Gloves, Paint Brushes for WP	R	3/16/2016	10.63		023156		
I-708151	Paint Supplies & Hardware, WP	R	3/16/2016	190.06		023156		
I-708198	Shower Parts for LCRA Maint	R	3/16/2016	102.86		023156		
I-708199	Light Bulbs for Reservations	R	3/16/2016	99.60		023156		
I-708218	Parts for Garage	R	3/16/2016	20.34		023156		
I-708618	Fertilizer for LCRA Maint	R	3/16/2016	10.17		023156		
I-708922	LED Bulbs for LCRA Maint	R	3/16/2016	58.67		023156		
I-709104	PVC Cement for LCRA Maint	R	3/16/2016	11.15		023156		
I-709245	PVC Parts for Fisheries	R	3/16/2016	2.53		023156		
I-709289	Adapters, Bolts for PP	R	3/16/2016	4.00		023156		
I-709300	Paint Supplies for Waterpark	R	3/16/2016	36.20		023156		
I-709376	Tools, Parts for Waterpark	R	3/16/2016	43.75		023156		
I-709498	Cleaning Supplies for LCRA	R	3/16/2016	25.14		023156		1,160.63
01549	NALMS							
I-16SP115	Membership 4/2016-3/2017	R	3/16/2016	125.00		023159		125.00
02792	OEO Energy Solutions							
C-9185a	Accrue Use Tax	R	3/16/2016	412.50CR		023160		
D-9185a	Accrue Use Tax	R	3/16/2016	412.50		023160		
I-9185	TP Filter Gallery Lighting	R	3/16/2016	5,500.00		023160		5,500.00
00625	OfficeTeam							
I-45267401	Admin Temp	R	3/16/2016	866.80		023161		866.80
00160	OILFIELD ELECTRIC CO, INC							
I-2019617	Boost Pump Seal Repair WP	R	3/16/2016	296.71		023162		296.71
01570	Ojai Auto Supply LLC							
I-367480	Socket for Tractor, LCRA Maint	R	3/16/2016	12.46		023163		12.46
00912	OJAI BUSINESS CENTER, INC							
I-11082	Shipping to Biovir for Lab	R	3/16/2016	62.44		023164		62.44
00165	OJAI LUMBER CO, INC							
I-1602762123	Lumber for #69, Dump Truck	R	3/16/2016	35.24		023165		
I-1603763926	Lumber for Signs, LCRA	R	3/16/2016	187.05		023165		
I-1603765206	Dobie Block for Dist Maint	R	3/16/2016	19.03		023165		241.32

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
00169	OJAI VALLEY SANITARY DISTRICT							
I-18121	Cust#20594	R	3/16/2016	166.08		023166		
I-18196	Cust#52921	R	3/16/2016	55.36		023166		221.44
00734	ONESOURCE DISTRIBUTORS							
I-S5043349001	E&M Wire Cable Ties	R	3/16/2016	207.39		023167		
I-S5043349002	E&M Wire Cable Ties	R	3/16/2016	36.08		023167		243.47
01627	OSCAR'S TREE SERVICE							
I-12349	Tree Service, RV Area at LCRA	R	3/16/2016	950.00		023168		950.00
00184	POWERSTRIDE BATTERY CO, INC							
I-V591354	Batteries for PIT Antennas	R	3/16/2016	189.46		023169		189.46
01439	PRECISION POWER EQUIPMENT							
I-2687	Chainsaw Equipment for Maint	R	3/16/2016	148.35		023170		148.35
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-7533	Gas Tank Inspection, Main Yard	R	3/16/2016	210.00		023171		
I-7534	Gas Tank Inspection,LCRA Maint	R	3/16/2016	210.00		023171		420.00
00313	ROCK LONG'S AUTOMOTIVE							
I-17401	Bearings, Battery, Shocks,#24	R	3/16/2016	1,218.07		023172		1,218.07
02584	Rubber Neck Signs							
I-3027	Logo Install,New Admin Vehicle	R	3/16/2016	123.89		023173		123.89
02475	Rutan & Tucker, LLP							
I-741546	Acct#029518-0001 2/16	R	3/16/2016	10,539.34		023174		10,539.34
01944	Luke Soholt							
I-031016	Safety Boots	R	3/16/2016	170.00		023175		170.00
00215	SOUTHERN CALIFORNIA EDISON							
I-030416b	Acct#2210505426	R	3/16/2016	1,638.81		023176		1,638.81
02703	Sunbelt Rentals							
I-58571357001	Excavator Rental, Pipelines	R	3/16/2016	282.03		023177		
I-58579885001	Steel Road Plate Rental TP	R	3/16/2016	63.05		023177		345.08
02527	Traffic Technologies LLC							
I-20552	Truck Out of Service Magnets	R	3/16/2016	97.20		023178		97.20

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01662	TYLER TECHNOLOGIES, INC. I-025148760 Allocation Overage Report	R	3/16/2016	5,000.00		023179		5,000.00
00225	UNDERGROUND SERVICE ALERT I-220160090 New Ticket Charges	R	3/16/2016	231.00		023180		231.00
00436	United States Geological Surve I-90420114 Foster Park Stream Gage Agree	R	3/16/2016	13,700.00		023181		13,700.00
00247	County of Ventura I-011916 Encroachment Permit I-224055 Encroachment Permit I-224057 Encroachment Permit	R R R	3/16/2016 3/16/2016 3/16/2016	270.00 540.00 540.00		023182 023182 023182		1,350.00
00257	VENTURA RIVER WATER DISTRICT I-022916 Acct#0350100A I-022916a Acct#0537500A	R R	3/16/2016 3/16/2016	24.48 39.20		023183 023183		63.68
00258	VENTURA STEEL, INC I-178302 Steel for Pipelines	R	3/16/2016	15.32		023184		15.32
09955	VENTURA WHOLESALE ELECTRIC I-208535 Electrical Parts for Ave 1 PP I-208536 Electrical Parts for Ave 1 PP I-208589 Electrical Parts for Ave 1 PP I-208670 Electrical Parts for Ave 1 PP I-208820 Electrical Parts for Ave 1 PP I-208934 Relay for LCRA Maint	R R R R R R	3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016	74.71 42.79 49.99 74.82 69.82 64.50		023185 023185 023185 023185 023185 023185		376.63
01283	Verizon Wireless I-9761538232 Monthly Cell Charges, DO & TP Acct#770628304-00001 I-9761538800 Monthly Cell Charges, LCRA, WP Acct#772323618-00001	R R	3/16/2016 3/16/2016	819.99 485.91		023186 023186		1,305.90
01396	VULCAN CONSTRUCTION MATERIALS I-71044358 Asphalt Recycling	R	3/16/2016	200.00		023187		200.00
00663	WAXIE SANITARY SUPPLY I-75844306 Janitorial Supplies, LCRA	R	3/16/2016	1,117.97		023188		1,117.97
00270	Wells Fargo Bank I-030816 Training Video for E&M I-030816a Small Water Tank, Dist Maint I-030816b Serviceline Puller, Pipeline I-030816c AWWA Spring Conference, TP I-030816d AWWA Spring Conference	R R R R R	3/16/2016 3/16/2016 3/16/2016 3/16/2016 3/16/2016	404.36 91.91 828.79 245.00 1,390.00		023189 023189 023189 023189 023189		

2 Board Members

VENDOR SET: 01 Casitas Municipal Water D  
BANK: AP ACCOUNTS PAYABLE  
DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-030816e	Security Monitors for LCRA	R	3/16/2016	748.04		023189		
I-030816f	Misc. Credit Card Charges	R	3/16/2016	145.03		023189		3,853.13
02654	Worthington Direct Holdings LL							
C-623025-CAS187a	Accrue Use Tax	R	3/16/2016	342.13CR		023190		
D-623025-CAS187a	Accrue Use Tax	R	3/16/2016	342.13		023190		
I-623025-CAS187	Employee Lockers for O&M Shop	R	3/16/2016	5,066.70		023190		5,066.70
00124	ICMA RETIREMENT TRUST - 457							
I-CUI201603141079	457 CATCH UP	R	3/16/2016	461.54		023191		
I-DCI201603141079	DEFERRED COMP FLAT	R	3/16/2016	1,859.62		023191		
I-DI%201603141079	DEFERRED COMP PERCENT	R	3/16/2016	89.81		023191		2,410.97
01960	Moringa Community							
I-MOR201603141079	PAYROLL CONTRIBUTIONS	R	3/16/2016	16.75		023192		16.75
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201603141079	457 CATCH UP	R	3/16/2016	211.53		023193		
I-DCN201603141079	DEFERRED COMP FLAT	R	3/16/2016	3,983.85		023193		
I-DN%201603141079	DEFERRED COMP PERCENT	R	3/16/2016	337.35		023193		4,532.73
00180	S.E.I.U. - LOCAL 721							
I-COP201603141079	SEIU 721 COPE	R	3/16/2016	12.00		023194		
I-UND201603141079	UNION DUES	R	3/16/2016	709.50		023194		721.50
01400	STATE DISBURSEMENT UNIT							
I-CS4201603141079	Payroll Deduction 10-D000121	R	3/16/2016	818.57		023195		818.57
00230	UNITED WAY							
I-UWY201603141079	PAYROLL CONTRIBUTIONS	R	3/16/2016	60.00		023196		60.00
1	Robert F Lennon							
I-000201603021076	TS Refund	R	3/16/2016	112.00		023197		112.00
1	Mario Cepeda							
I-000201603081077	TS Refund	R	3/16/2016	54.60		023198		54.60
1	Ralph W Robinson							
I-000201603081078	TS Refund	R	3/16/2016	84.00		023199		84.00
00128	INTERNAL REVENUE SERVICE							
I-T1 201603141079	Federal Withholding	D	3/16/2016	25,536.76		031661		
I-T3 201603141079	FICA Withholding	D	3/16/2016	24,652.48		031661		
I-T4 201603141079	Medicare Withholding	D	3/16/2016	5,765.64		031661		55,954.88

VENDOR SET: 01 Casitas Municipal Water D  
BANK: AP ACCOUNTS PAYABLE  
DATE RANGE: 3/09/2016 THRU 3/16/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00049	STATE OF CALIFORNIA							
I-T2 201603141079	State Withholding	D	3/16/2016	8,523.14		031662		8,523.14
00187	CALPERS							
I-PBB201603141079	PERS BUY BACK	D	3/16/2016	66.87		031663		
I-PBP201603141079	PERS BUY BACK	D	3/16/2016	161.96		031663		
I-PEB201603141079	PEBRA EMPLOYEES PORTION	D	3/16/2016	1,788.54		031663		
I-PER201603141079	PERS EMPLOYEE PORTION	D	3/16/2016	9,523.28		031663		
I-PRB201603141079	PEBRA EMPLOYER PORTION	D	3/16/2016	1,784.78		031663		
I-PRR201603141079	PERS EMPLOYER PORTION	D	3/16/2016	9,915.48		031663		23,240.91

\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	109	700,370.52	0.00	700,370.52
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	87,718.93	0.00	87,718.93
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			112	788,089.45	0.00	788,089.45
BANK: AP		TOTALS:	112	788,089.45	0.00	788,089.45
REPORT TOTALS:			114	788,089.45	0.00	788,089.45

Void CK# 020545 Stated dated  
reissued on CK# 023138

(15.04)  

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788,074.41

# MEMORANDUM

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TO: Board of Directors  
From: Steven E. Wickstrum, General Manager  
RE: Scheduling of a Public Hearing – Resolution of Necessity – Acquisition of the Golden State Water Company’s Ojai Water System  
Date: March 18, 2016

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## RECOMMENDATION:

It is recommended that the Board of Directors adopt a resolution to schedule the date of April 13, 2016, during the regular meeting of the Board of Directors, to hold a public hearing to consider a resolution of necessity for the acquisition of Golden State Water Company’s Ojai water system. It is further recommended that the Board of Directors direct staff and counsel notify the Golden State Water Company of the public hearing, in accordance with the California Code of Civil Procedure, Section 1245.235.

## BACKGROUND:

Per the Board’s prior direction, an offer of just compensation was delivered to GSWC and GSWC responded by rejecting the offer and saying its system is “not for sale,” so there appears to be no reason for delay and no purpose served by attempting to negotiate a voluntary acquisition. The next appropriate step is for the Board of Directors to consider the adoption of a resolution of necessity that meets the requirements of the California Code of Civil Procedure, Section 1245.210-1245.270.

A requirement of the Code is the allowance of a 15 day notice from the date of mailing to the person whose property is to be acquired by eminent domain, for that person to file a written request to appear and be heard by the Board of Directors. The setting of the hearing for April 13, 2016, would provide the appropriate number of days to comply with the Code requirement.

If you have any questions in this regard, please do not hesitate to refer your questions to counsel or me.

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING TO CONSIDER A RESOLUTION OF NECESSITY FOR THE ACQUISITION OF THE GOLDEN STATE WATER COMPANY'S OJAI WATER SYSTEM

WHEREAS, it is recommended that the Board of Directors schedule the date of April 13, 2016, during the regular meeting of the Board of Directors, to hold a public hearing to consider a resolution of necessity for the acquisition of Golden State Water Company's Ojai water system.

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

1. A public hearing will be conducted for the purpose of considering the resolution of necessity for the acquisition of the Golden State Water Company's Ojai water system.
2. The place of said hearing is hereby fixed at Casitas' Office, 1055 Ventura Avenue, in the town of Oak View. The date and time for said hearing is hereby fixed as April 13, 2016, at 3:00 p.m.
3. The Board of Directors directs staff and counsel to notify the Golden State Water Company of the public hearing in accordance with the California Code of Civil Procedures, Section 1245.235

ADOPTED this 23<sup>rd</sup> day of March, 2016.

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Pete Kaiser, President  
Casitas Municipal Water District

ATTEST:

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James W. Word, Secretary  
Casitas Municipal Water District

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**CC:** STEVE WICKSTRUM, GENERAL MANAGER  
**FROM:** GREG ROMEY, SAFETY OFFICER  
**SUBJECT:** RECOMMEND PURCHASE OF NEW O&M VEHICLE  
**DATE:** MARCH 17, 2016

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**RECOMMENDATION:**

It is recommended that the Board of Directors approve the General Manager's authorization to purchase a 2016 Ford 3/4 Ton Super Duty 4x4 Pick-up for the Operations and Maintenance department from Ford of Ventura in the amount of \$26,790.78.

**BACKGROUND:**

This purchase falls within the \$40,000 budgeted for a skip loader, which will not be purchased this year. Four bids were received that met required specifications for the pick-up truck listed on the request for quote.

Bids were received from four dealers as indicated in the following table:

Ford of Ventura	\$26,790.78
Perry Ford of Santa Barbara	\$27,881.00
National Auto Fleet Group	\$27,888.45
Vista Ford of Oxnard	\$28,088.00
Paradise Chevrolet	\$34,697.50

This vehicle will be utilized by Operations and Maintenance that has added two new utility crew members. The truck will be received no later than June 30, 2016.



# CASITAS MUNICIPAL WATER DISTRICT

## MINUTES Finance Committee

DATE: March 18, 2016  
TO: Board of Directors  
FROM: General Manager, Steve Wickstrum  
Re: Finance Committee Meeting of March 18, 2016, 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 Mary Bergen  
General Manager, Steve Wickstrum  
Accounting Manager/Treasurer, Denise Collin
2. **Public Comments.** None.
3. **Board/Management comments.** None.
4. **Review of the Financial Statement for December 2015.**  
The Committee reviewed the financial statement and discussed revenue, expenses, and allocation penalty charges that have been collected to date. The Committee reviewed the status of the budgeted capital projects.
5. **Review of the Water Consumption for December 2015.**  
The Committee reviewed the water consumption numbers for January 2016. There is a notable reduction in water use due to sporadic rainfall events and customer conservation efforts in every classification.
6. **Discussion regarding 2016/2017 Budget.**  
Denise Collin presented the initial work on budget revenue, expenses and capital projects. The estimated water sales decreased for FY 2016-17 that is anticipated from water demand reductions resulting from conservation measures.
7. **Discussion regarding Water Rates.**  
The Committee discussed the initial rate structures that have been developed initially by Raftelis Consultants and slight modifications that consider the removal of two residential tiers. The Committee discussed the applicability of variation in water sales reserves for offsetting the estimated water sales reduction. Additional work to proceed and to be brought to the Committee.
8. **Results of the vehicle bid for a 2016 Ford ¾ ton Super Duty 4x4 truck with the lowest bidder being Ventura Ford at a cost of \$26,790.78 as a special order with an approximate 12 week delivery schedule.**  
The Committee was informed of the bids received for a Ford truck. The item will be moved forward to the Board for consideration of approving the purchase. The Committee was also informed that the remaining budget may be a part of a request at a later date for an electric powered utility vehicle to be used at the Water Treatment Plant.

CASITAS MUNICIPAL WATER DISTRICT  
Minutes

DATE: March 18, 2016  
TO: Board of Directors  
FROM: Assistant to General Manager, Rebekah Vieira

Re: Personnel Committee Meeting of March 14, 2016

**RECOMMENDATION:**

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

**MEETING:**

1. **Roll Call.** Directors Mary Bergen and Jim Word  
Steve Wickstrum, General Manager  
Rebekah Vieira, Assistant to General Manager  
Chelbi Kelly
2. **Public Comments.** None.
3. **Board/Manager comments.** None.
4. **Discussion regarding recruitments.**  
The Assistant to the General Manager informed the committee that the Water Conservation Analyst, Bryan Sandoval had started a couple of weeks ago. The Safety Officer, Greg Romey started today. The Operations Coordinator was filled internally by Caron Smith which now opens up the Accountant position. The Utilities Foreperson was also filled internally by Scott MacDonald. Two Utility Worker positions were filled by part time maintenance workers Gonzalo Carbajal-Ramirez and Steve Stoner which opens up part time maintenance needs in both operations and recreation maintenance. We will also be moving ahead with recruitment for the Ranger positions.
5. **Discussion regarding utilizing an executive search firm for the Assistant General Manager recruitment.**  
The Committee discussed using a search firm for this recruitment. Costs appear to be in the \$15,000 - \$20,000 fixed cost range with actual fees for advertising and expenses expected to be between \$5,000 - \$7,000. A recommendation will be brought to the board for approval. The committee asked about the process of creating space in the district office for the additional staff. The General Manager explained that work is progressing with the architect.

CASITAS MUNICIPAL WATER DISTRICT  
Minutes

DATE: March 11, 2016  
TO: Board of Directors  
FROM: General Manager, Steve Wickstrum

Re: Executive Committee Meeting of March 11, 2016

**RECOMMENDATION:**

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

**MEETING:**

1. **Roll Call.** Directors Peter Kaiser and Russ Baggerly  
Steve Wickstrum, General Manager
2. **Public Comments.** None.
3. **Board/Manager comments.**  
The General Manager informed the Committee of the discussions between Casitas' Engineering section and the County of Ventura Encroachment section regarding fees and standards for asphalt repairs in County roadways. The General Manager will be meeting with the Public Works Director.
4. **Discussion regarding scheduling Board workshops for drought planning, budget and water rates.**  
The Committee discussed the need and format for workshops for critical items in the next few months. The drought continuation and future recommendation in accordance with the Casitas water Allocation and Efficiency Plan is a likely meeting for April 2016.
5. **Discussion regarding State Water.**  
The Committee discussed various options for State Water entitlement. Nothing to move forward from this meeting.

**CASITAS MUNICIPAL WATER DISTRICT  
TREASURER'S MONTHLY REPORT OF INVESTMENTS  
03/16/16**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Federal Farm CR Bank	3133EAZM3	7/24/2023	\$1,658,682	\$1,705,520	2.380%	9/16/2014	9.00%	2648
*TB	Federal Farm CR Bank	3133EFNR4	11/18/2024	\$809,165	\$801,176	2.870%	11/18/2015	4.23%	3122
*TB	Federal Farm CR Bank	33133EFHV2	10/13/2022	\$588,505	\$580,383	2.200%	10/23/2015	3.06%	2367
*TB	Federal Farm CR Bank	3133EED31	4/28/2025	\$2,989,158	\$2,961,856	2.800%	6/2/2015	15.62%	3282
*TB	Federal Home Loan Bank	313381TA3	1/17/2023	\$277,619	\$280,166	2.240%	9/8/2014	1.48%	2461
*TB	Federal Home Loan Bank	313379EE5	6/14/2019	\$1,371,428	\$1,362,731	1.625%	10/3/2012	7.19%	1168
*TB	Federal Home Loan Bank	3133802D8	11/23/2022	\$1,477,575	\$1,453,548	2.400%	11/19/2014	7.67%	2407
*TB	Federal Home Loan Bank	313379RN1	12/27/2024	\$978,364	\$995,010	2.840%	6/18/2014	5.25%	3161
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$773,370	\$746,953	2.875%	2/19/2016	3.94%	3327
*TB	Federal Home Loan Bank	313380A98	8/14/2024	\$126,966	\$131,076	2.500%	7/3/2014	0.69%	3028
676633	Federal Home Loan Bank	3133XFKF2	6/11/2021	\$676,633	\$668,444	5.625%	1/16/2013	3.53%	1885
*TB	Federal Home Loan MTG Corp	3134G43A4	10/30/2024	\$849,441	\$880,230	2.500%	7/3/2014	4.64%	3104
*TB	Federal Home Loan MTG Corp	3137EADB2	1/13/2022	\$678,517	\$685,879	2.375%	9/8/2014	3.62%	2097
*TB	Federal Home Loan MTG Corp	3134G34R8	7/23/2021	\$513,841	\$517,098	2.000%	12/2/2014	2.73%	1927
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,061,631	\$1,067,910	5.125%	1/3/2012	5.63%	601
*TB	Federal National Assn	3136G0K67	4/9/2021	\$192,000	\$192,117	2.000%	12/2/2014	1.01%	1823
*TB	Federal National Assn	3135G0ES80	11/15/2016	\$684,978	\$686,121	1.375%	3/12/2012	3.62%	239
*TB	US Treasury Inflation Index NTS	912828JE10	7/15/2018	\$1,145,419	\$1,147,866	1.375%	7/6/2010	6.05%	839
*TB	US Treasury Inflation Index NTS	912828MF4	1/15/2020	\$1,130,202	\$1,153,063	1.375%	11/18/2015	6.08%	1379
*TB	US Treasury Note	912828WE6	11/15/2023	\$769,013	\$815,918	2.750%	12/13/2013	4.30%	2759
Accrued Interest					\$127,634				
<b>Total in Gov't Sec. (11-00-1055-00&amp;1065)</b>				<b>\$18,752,505</b>	<b>\$18,960,700</b>			<b>99.98%</b>	
<b>Total Certificates of Deposit: (11.13506)</b>				<b>\$0</b>	<b>\$0</b>			<b>0.00%</b>	
**	LAIF as of: (11-00-1050-00)		N/A	\$448	\$448	0.32%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,848	\$2,848	0.50%	Estimated	0.02%	
<b>TOTAL FUNDS INVESTED</b>				<b>\$18,755,801</b>	<b>\$18,963,996</b>			<b>100.00%</b>	
Total Funds Invested last report				\$19,135,465	\$19,411,507				
Total Funds Invested 1 Yr. Ago				\$18,185,272	\$18,417,389				
****	CASH IN BANK (11-00-1000-00) EST.			\$4,028,963	\$4,028,963				
	CASH IN Western Asset Money Market			\$386,094	\$386,094	0.01%			
<b>TOTAL CASH &amp; INVESTMENTS</b>				<b>\$23,170,859</b>	<b>\$23,379,054</b>				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$23,194,447	\$23,426,564				
*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.