



Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT

Meeting to be held at the
Casitas Board Room
Off the main lobby
1055 Ventura Ave.

Oak View, CA 93022

September 27, 2017 @ 3:00 P.M.

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

1. Public comments (Items not on the agenda – three minute limit).
2. General Manager comments.
3. Board of Director comments.
4. Board of Director Verbal Reports on Meetings Attended.
5. Consent Agenda
 - a. Minutes from the September 13, 2017 meeting.
 - b. Ratification of a day of service for President Baggerly's meeting with Micelania Johnson on September 7th.

RECOMMENDED ACTION: Adopt Consent Agenda.

6. Review of District Accounts Payable Report for the Period of 9/07/17 - 9/20/17.

RECOMMENDED ACTION: Motion approving report.

7. Request of Mr. and Mrs. Martin to reverse their over allocation penalty in the amount of \$7,950.

RECOMMENDED ACTION: Motion to approve or deny request

8. Request of Ms. Tickell to reverse an over allocation penalty in the amount of \$5,870.

RECOMMENDED ACTION: Motion to approve or deny request

9. Recommend the board rescind their previous approval of a purchase order to EH Wachs in the amount of \$64,570.32 and approve a purchase order to Pres-Tech Equipment Company in the amount of \$50,375.33 for the purchase of a trailer mounted valve exerciser system.

RECOMMENDED ACTION: Motion approving recommendation

10. Resolution authorizing the General Manager to approve up to \$60,000 in additional asphalt paving work during Fiscal Year 2017-18.

RECOMMENDED ACTION: Adopt Resolution

11. Information Items:

- a. Finance Committee Minutes.
- b. Recreation Committee Minutes.
- c. Update on Human Resources.
- d. Investment Report.

12. Closed Session

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Subdivision (a) of Section 54956.9

Name of Case: Paula Suzanne Taylor v. Casitas Municipal Water District; Stephen E. Wickstrum and DOES 1 through 10, inclusive.

Civil Action No. 2:16-cv-7864-BRO-E.

13. Adjournment.

If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 649-2251, ext. 113. (Govt. Code Section 54954.1 and 54954.2(a).



Minutes of the Casitas Municipal Water District
Board Meeting Held
September 13, 2017

A meeting of the Board of Directors was held September 13, 2017 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Baggerly, Word, Hicks, Bergen and Kaiser 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 nine members of the public in attendance. President Baggerly led the group in the flag salute.

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

William Weirick, Mayor Pro Tem for the City of Ojai spoke as an individual council regarding SB 229 that is believed to be signed into law on October 15th and go into effect January 1, 2018. The bill is regarding connection fees or capacity charges for accessory dwelling units. The City Ojai is not requiring will serve letters and report to the board that we all need to look at our ordinances to be in compliance with state law.

2. General Manager comments.

Mr. Wickstrum reported on progress in the Ojai System. Approximately 2,400 meters have been installed. We are finding a lot of things that will need correction in the future. There have been a few issues where the contractor forgot to turn on the angle stop and we have talked to the contractor about those. We have found a lot of schedule 40 PVC service laterals in the system. When you put wrenches on it they tend to snap and break. Last week and this week we had a leak detection firm out there looking for leaks. We don't have too many weeping. Pipes on the Ojai system have had more of the catastrophic blow outs. Tank inspections are in process right now. Staff is preparing for customer billing. Ojai has not received a water bill since the final Golden State bills in June. We are gathering in applications for service and working with their software agency to prepare to bill at the end of October.

Ventura Water has hired Kevin Brown and we would like to invite him to visit myself and the board. He is a dynamic individual and I am looking forward to working with him.

3. Board of Director comments.

Director Hicks said he was sorry to hear about the death of Pat McPherson. President Baggerly added we will adjourn in memory of Pat. Director Hicks then mentioned an article he saw in the paper where there had been a \$10,000 bill and it went to court and the court backed up the water district.

Director Kaiser asked staff to look into software so things don't slip through the cracks with rescheduled meetings. Mr. Wickstrum explained that the Recreation committee was rescheduled due to the holiday and there are a lot of things that happened that Friday and it was not noticed. We will work hard at rescheduling and get those things accomplished. President Baggerly asked for an update on the HR and O & M recruitment and the policy updates.

4. Board of Director Verbal Reports on Meetings Attended.

Director Hicks reported he attended the AWA board meeting.

President Baggerly reported on his interview with Michelania Johnson that took place on September 7. She is writing an article on climate change and how it will impact the Ojai Valley for the Ojai Quarterly. Deadline is October 2017. I believe she also working on a collaboration with Kit Stoltz concerning water. She is a Ojai native, a Haas Scholar, and an honors Berkeley grad of 2017.

She has interviewed numerous people for the article. John Brosamle recommended me for the article. The article has a two pronged focus; first, climate change and the local agency involvement, second, water security for our customers as we are independent of the State Water Project and dependent on rainfall only.

We covered climate change difficulties for a local agency. The options include mitigation of the carbon footprint and adaptation from climate change impacts for protection in the future. I explained that statistical stationarity is a not reliable any more. We can't rely on what has happened in the past to help us determine what our future may be. It's too early in the climate change scenarios to tell if the southwest of California will be more drought prone, or it will be plagued by more intense storms bringing more flooding.

We also discussed the complexities of being independent from the State Water Project and the need to expand our water portfolio. Our current policies for the lake and distribution are functioning as designed. The twenty-one year safe yield cycle is providing water for our customers. Droughts are not short term phenomena, they take years to develop. The last time Lake Casitas spilled (and ended the drought) was 1998 with another close call spike in 2005. We discussed the Recon Water Security Study. There is lots of local water available;

all it takes if lots of money to develop. President Baggerly asked for the Board to ratify my the meeting as he was representing Casitas in his official capacity.

On the motion of Director Word, seconded by Director Kaiser the meeting was ratified as a paid meeting by the following roll call vote:

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

5. Consent Agenda ADOPTED

- a. Minutes from the August 23, 2017 meeting.
- b. Recommend approval of the invoice to Alliant Insurance Services, Inc. in the amount of \$63,241.47 for the renewal of the Special Liability Insurance coverage effective 9/29/17 – 9/29/18.

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

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

6. Review of District Accounts Payable Report for the Period of 8/18/17 - 9/06/17. APPROVED

Director Hick questioned the camping cancellations and Park Services Manager Carol Belser informed the board that our refund procedure only allows us to refund a credit card if it is within 120 days. Cancellations that happen after 120 days we have to issue a refund check back from the District.

Director Hicks then questioned the payment to KCLU and Mr. Merckling reported that we are using various venues and different approaches to get our conservation messages out.

Director Word asked about the GPS fee and Ms. Collins answered it is for the GPS for the vehicles. Director Word then asked about the side arm for the mower and Mr. Wickstrum stated it is a side arm extension for our current mower.

On the motion of Director Word, seconded by Director Bergen, the Accounts Payable Report was approved by the following roll call vote:

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

Director Kaiser asked that the board consider item number 8 prior to consideration of item number 7.

8. Recommend acceptance of the hydrographic survey report and ratings table prepared by Tetra Tech and direct staff to us the accepted ratings table going forward. APPROVED

Neil Cole presented the report explaining that the report found there is less water in the lake than based on the bureau study. Most of that does not appear to be attributable to siltation in the lake. Some of the roads barely had a dusting on them. The reason for the difference is methodology. The Bureau surveyed with land dry. The current one used multi beam sonar and LIDAR for land portion. There are advantages for both techniques. Ultimately, it does not change much, we were in stage 3 before and we remain in stage 3 now. The recommendation is to use the new ratings table to be more conservative and perhaps review the supply and demand study. We may want to wait until the drought is over to do that.

Bert Rapp with Ventura River Water District said he was glad you did this study. I had thought it was a waste of time as my thought is that the Bureau of Reclamation used the best available technology with margin of error in this report they are within a half percent. He suggested you take the results of the study and round down to the nearest 500 af.

William Weirick suggested that a lot of beach communities want to buy sand. Mr. Wickstrum explained that there it is difficult to find the need and there are issues with disruption of habitat. Director Bergen added it is silt, not sand.

Angelo Spandrio reviewed the data and composed plots of the lake elevation from the old and new data. The plots agree with each other. Shape and general trends are in agreement. If it is due to sediment or measurement difference, I don't think that really matters. The net result is there is a difference in volume of water in the lake. He researched other reservoirs and discovered the same trend in charts and shapes.

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

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

7. Recommend acceptance of the Annual Water Allocation Report and continue with the allocation policy adopted June 8, 2016.
Approved as modified

In 2016, the board agreed to authorize 10 af of water for sale for new or additional water allocation needs. We sold 4.65 af in the past year. As part of the agreement, we said we would come back and to the board and recommend continuing with the ten af per year. There is not a lot of growth in this area.

Director Baggerly suggested reducing it to five af since we only sold 4.65 last year and there is a demand reduction moratorium of new hookups in stage 3. Director Bergen countered that ten af is not very much water given everything. Director Hick suggested leaving it at ten and not create a run on the bank. Mr. Wickstrum added that last year at this time we had no idea we would be taking on Ojai. There may be some projects in the Ojai system and Mr. Cole added there are some ag customers who have expressed interest and a development in Ojai.

Director Kaiser added he does not like to send contradictory messages to the public. We are in a Drought; the lake is at 39%. The hydrographic study and it says there is about a 14,000 af difference. That being the case, to continue the same idea we had a year ago seems to undermine the intent of what this board is trying to achieve. This threshold can be adjusted every year. It makes sense and is logical to not provide contradictory decisions and I am in favor of bringing it down to five af.

Director Bergen mentioned revisiting the leak and allocation penalty and would like to get the board to revisit the ag penalty. Want to have an incentive but not drive people out of business. She asked that the Water Resources committee consider that.

Scott Van der Kar spoke regarding his over allocations and his desire to be a part of the solution. They paid \$26,000 in penalties. This is our business, farming, our livelihood but do not know if it is our future. I know we are all in a difficult position. I am here to apologize; I did not want to go over my allocation. We have three meters and I missed all three letters with the 2,000% increase. What's done is done and I would like to present to you in my apology some rational behind it. I have a mobile irrigation lab test report from our orchards showing we have decreased irrigation and are under irrigating. It was suggested that Mr. Van der Kar be invited to attend a water resources committee meeting to consider possibilities that Director Bergen may have been discussing.

Bert Rapp added that the run on the bank brings people out in the woodwork who are not really ready and they just burn up hours of staff time to process will serve letters. The amount you set will affect us. We get about two dwelling units every two or three years. If there is a moratorium in the wind, all these people start calling. If you wanted to do a ten percent reduction round it down to eight. If you go to five, it will create a panic. He strongly urged the board to keep it at ten but maybe lower to eight or nine.

Director Kaiser moved to reduce the allocations to five acre feet for this time period. The motion was seconded by Director Baggerly and passed by the following roll call vote:

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

9. Discussion regarding Quagga Mussels and Invasive Species

- a. Resolution for application to the Quagga/Zebra Mussel Infestation Prevention Grant Program administered by the State of California Department of Parks and Recreation, Division of Boating and Waterways in the amount of \$89,380.30. ADOPTED

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

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

- b. Quagga Ad Hoc Committee Report from Director Russ Baggerly and Director Pete Kaiser with Recommendations for Action.
- i. Based upon the threats imposed by migrating Quagga Mussels toward the District, Lake Casitas and its water treatment and distribution facilities, the Quagga Mussel Ad Hoc Committee should become a standing committee of the Board and meet at least once per month until further notice. APPROVED

Director Word suggested changing the name to invasive species.

On the motion of Director Kaiser, seconded by Director Hicks, the board approved a standing committee on invasive species by the following roll call vote:

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

- ii. Recommend that the Board of Directors set a six week date for the completion of the CMWD *Quagga Mussel Rapid Response Plan* with a report made to the Board no later than October 25, 2017. APPROVED

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

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

- iii. Recommend that the Committee review United's responses to the *Public Records Act Request (PRA)* made by CMWD on August 30, 2017 and have the Committee report the findings to the board. APPROVED

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

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

- iv. Based on the information received from the *PRA*, the Committee could recommend to the Board of Directors which defensive actions should be taken to defend CMWD against the movement of Quagga Mussels in both the Santa Clara and the Ventura Rivers. Rejected

On the motion of Director Word, seconded by Director Kaiser, item iv was rejected and items v and vi were approved by the following roll call vote:

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

- v. Invite a contingent from United Water Conservation District to meet with the Quagga Mussel Ad Hoc Committee so that collaborative efforts can be entertained by both agencies to effectively eliminate this invasive species from the nearby Santa Clara River Watershed. APPROVED
- vi. Work with UWCD to expedite state and federal agency support and/or approvals for actions necessary to successfully eliminate Quagga Mussels in a timely manner. APPROVED

10. Recommendation to approve Change Order 1 and authorize the general manager to sign the change order in the amount of \$26,339.16 for additional work on the Ojai Water Meter Replacement project, Specification 17-394. APPROVED

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

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

11. Resolution setting a public hearing for consideration of an ordinance to authorize an adjustment of 5% to Board of Director's compensation. ADOPTED

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

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

12. Information Items:

- a. Executive Committee Minutes.
- b. Water Resources Committee Minutes.
- c. Water Consumption Report.
- d. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- e. Investment Report.

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

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

13. Adjournment.

President Baggerly adjourned the meeting at 4:31 p.m. in memory of Pat McPherson who lived to see his dream completed.

Bill Hicks, Secretary

CASITAS MUNICIPAL WATER DISTRICT

Payable Fund Check Authorization

Checks Dated 09/07/17-09/20/17

Presented to the Board of Directors For Approval September 27, 2017

Check	Payee		Description	Amount
000752	Payables Fund Account	# 9759651478	Accounts Payable Batch 091317	\$307,057.12
000753	Payables Fund Account	# 9759651478	Accounts Payable Batch 092017	\$185,574.15
				\$492,631.27
000754	Payroll Fund Account	# 9469730919	Estimated Payroll 10/12/17	\$150,000.00
			Total	\$642,631.27

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, 000752-000754 have been duly audited is hereby certified as correct.

Denise Collin

9/20/17

Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 09/09/17
Pay Date of 09/14/17
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 9/11/17
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0044	C-CHECK VOID CHECK	V	9/20/2017			027788		
	CALIFORNIA ELECTRIC SUPPLY							
	C-CHECK CALIFORNIA ELECTRIC SUPPVOIDED	V	9/20/2017			027805		300.54CR
	C-CHECK VOID CHECK	V	9/20/2017			027826		
	C-CHECK VOID CHECK	V	9/20/2017			027851		

* * 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:	4	VOID DEBITS 0.00		
		VOID CREDITS 300.54CR		
		300.54CR	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			4	300.54CR	0.00	0.00
BANK:	TOTALS:		4	300.54CR	0.00	0.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00049	STATE OF CALIFORNIA							
I-T2 201709121255	State Withholding	D	9/13/2017	10,984.19		000000		10,984.19
00128	INTERNAL REVENUE SERVICE							
I-T1 201709121255	Federal Withholding	D	9/13/2017	34,202.57		000000		
I-T3 201709121255	FICA Withholding	D	9/13/2017	31,860.70		000000		
I-T4 201709121255	Medicare Withholding	D	9/13/2017	7,846.48		000000		73,909.75
00187	CALPERS							
I-PBB201709121255	PERS BUY BACK	D	9/13/2017	216.95		000000		
I-PBP201709121255	PERS BUY BACK	D	9/13/2017	161.96		000000		
I-PEB201709121255	PEPRA EMPLOYEES PORTION	D	9/13/2017	3,718.27		000000		
I-PEM201709121255	PERS EMPLOYEE PORTION MGMT	D	9/13/2017	3,044.23		000000		
I-PER201709121255	PERS EMPLOYEE PORTION	D	9/13/2017	6,872.74		000000		
I-PRB201709121255	PEBRA EMPLOYER PORTION	D	9/13/2017	3,886.61		000000		
I-PRR201709121255	PERS EMPLOYER PORTION	D	9/13/2017	11,010.17		000000		28,910.93
01483	CORVEL CORPORATION							
I-6/11641555-1	1102WC170500002 DOS 6/22-6/28	R	9/13/2017	9.50		027762		
I-6/11674867-1	1102WC170000001 DOS 7/28/17	R	9/13/2017	9.50		027762		
I-6/11676861-1	1102WC160500102 DOS 12/3/15	R	9/13/2017	9.50		027762		
I-6/11687435-1	1102WC170500002 DOS 8/2/17	R	9/13/2017	9.50		027762		38.00
02667	Digital Telecommunications Cor							
I-27962	Phone System Service Call-LCRA	R	9/13/2017	340.00		027763		340.00
01455	EXPRESS PHOTOCOPY SERVICE, INC							
I-090717	Inv#26550 Claim 1102WC17050002	R	9/13/2017	148.04		027764		
I-6/11687435-1	1102WC170500002 DOS 5/2/17	R	9/13/2017	194.80		027764		342.84
00099	FGL ENVIRONMENTAL							
I-707442A	Coliform & HPC Monitoring 6/21	R	9/13/2017	269.00		027765		269.00
00126	CAROLE ILES							
I-Aug 17	Reimburse Mileage 8/17	R	9/13/2017	43.07		027766		43.07
00169	OJAI VALLEY SANITARY DISTRICT							
I-19562	Cust # 20594	R	9/13/2017	168.84		027767		
I-19636	Cust # 52921	R	9/13/2017	56.28		027767		225.12
00188	PETTY CASH							
I-091317	Replenish Petty Cash - DO	R	9/13/2017	516.00		027768		516.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00215 I-091217	SOUTHERN CALIFORNIA EDISON Acct#2397969643	R	9/13/2017	23,703.32		027769		23,703.32
00621 I-6/11641555-1	Southern California Permanente 1102WC170500002 DOS 6/22-6/28	R	9/13/2017	200.36		027770		200.36
00048 I-1710E53103	STATE OF CALIFORNIA 1988 Drinking Water Bond	R	9/13/2017	152,533.74		027771		152,533.74
02643 I-6222042	Take Care by WageWorks Reimburse Med/Dep Care	R	9/13/2017	29.29		027772		29.29
02323 I-090117	Mitch Tull Advance - WIT III Conference	R	9/13/2017	745.43		027773		745.43
03121 I-5449	VAIRKKO Safety Training/Start Up Costs	R	9/13/2017	1,798.20		027774		1,798.20
02694 I-070717	Ventura County Star CCR Ad 7/7/17 & 7/14/17	R	9/13/2017	135.84		027775		135.84
02635 I-6/11676861-1	Ventura Emergency Physicians 1102WC160500102 DOS 12/3/15	R	9/13/2017	73.42		027776		73.42
01283 I-9792119174 I-9792119174a I-9792119718	Verizon Wireless Monthly Cell Charges - DO Monthly Cell Charges - DO Monthly Cell Charges - LCRA	R R R	9/13/2017 9/13/2017 9/13/2017	1,458.77 1,608.00 534.80		027777 027777 027777		3,601.57
01564 I-GCS201709121255	CALIFORNIA STATE DISBURSEMENT Payroll Deduction D381857	R	9/13/2017	65.19		027778		65.19
00124 I-CUI201709121255 I-DCI201709121255	ICMA RETIREMENT TRUST - 457 457 CATCH UP DEFERRED COMP FLAT	R R	9/13/2017 9/13/2017	461.54 2,109.62		027779 027779		2,571.16
01960 I-MOR201709121255	Moringa Community PAYROLL CONTRIBUTIONS	R	9/13/2017	16.75		027780		16.75
00985 I-DCN201709121255 I-DN%201709121255	NATIONWIDE RETIREMENT SOLUTION DEFERRED COMP FLAT DEFERRED COMP PERCENT	R R	9/13/2017 9/13/2017	4,734.81 392.14		027781 027781		5,126.95

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00180	S.E.I.U. - LOCAL 721							
I-COP201709121255	SEIU 721 COPE	R	9/13/2017	42.00		027782		
I-UND201709121255	UNION DUES	R	9/13/2017	775.00		027782		817.00
00230	UNITED WAY							
I-UWY201709121255	PAYROLL CONTRIBUTIONS	R	9/13/2017	60.00		027783		60.00
03003	Stephen Taylor							
I-091517	Reimburse Workers Comp	R	9/15/2017	338.52		027784		338.52
03278	Donna Aggers							
I-574314	Reduction in Stay - LCRA	R	9/20/2017	38.00		027785		38.00
03279	Martin Aghajanian							
I-562305	Camping Cancellation - LCRA	R	9/20/2017	130.00		027786		130.00
03044	Amazon Capital Services							
C-191T-WW1V-CC7Hb	Accrue Use Tax	R	9/20/2017	8.99CR		027787		
D-191T-WW1V-CC7Ha	Accrue Use Tax	R	9/20/2017	8.99		027787		
I-191T-WW1V-CC7H	Frames - Safety	R	9/20/2017	140.21		027787		
I-1CPD-9W7G-M1TC	Life Vests - WP	R	9/20/2017	22.43		027787		
I-1KCP-GJQY-C96R	Life Vests - WP	R	9/20/2017	67.29		027787		
I-1M1D-MHPW-CP6V	Guillotine Trimmer - LCRA	R	9/20/2017	89.47		027787		
I-1MVJ-Q3YY-JQWH	Otterbox Case - TP	R	9/20/2017	20.03		027787		
I-1NHM-LNWH-4LHJ	Life Vests - WP	R	9/20/2017	67.29		027787		
I-1NHM-LNWH-CCJF	Life Vests - WP	R	9/20/2017	67.29		027787		
I-1QRV-YQRR-MQMV	Entry Keyed Lock - LCRA	R	9/20/2017	122.37		027787		
I-1QRV-YQRR-MX3R	Keyboard & Mouse - Admin	R	9/20/2017	36.95		027787		
I-1QY6-1JY4-14T1	Coolers - Lab	R	9/20/2017	44.85		027787		
I-1TWD-7KWT-4LGC	Life Vests - Wp	R	9/20/2017	22.43		027787		700.61
00836	AMERICAN RED CROSS							
I-22018004	First Aid Training - LCRA	R	9/20/2017	108.00		027789		108.00
00014	AQUA-FLO SUPPLY							
I-SI1091687	Steel Fittings - UT	R	9/20/2017	11.57		027790		
I-SI1092378	Steel Fittings - UT	R	9/20/2017	13.70		027790		
I-SI1092381	Coupler & Adapter - WP	R	9/20/2017	414.45		027790		
I-SI1093988	Bass Fittings - TP	R	9/20/2017	53.15		027790		
I-SI1094817	Brass Fittings - TP	R	9/20/2017	81.30		027790		
I-SI1095819	Hand Pump - UT	R	9/20/2017	32.60		027790		
I-SI1098534	PVC Fittings - WP	R	9/20/2017	16.98		027790		623.75

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00840	AQUA-METRIC SALES COMPANY							
I-0066710-IN	Meters - OWS	R	9/20/2017	15,926.63		027791		
I-0066745-In	Radios for Water Meters - UT	R	9/20/2017	15,810.80		027791		31,737.43
01666	AT & T							
I-000010209448	T-1 Lines 9391051740	R	9/20/2017	1,907.66		027792		1,907.66
01666	AT & T							
I-000010209458	T-1 Lines 9391051750	R	9/20/2017	1,372.50		027793		1,372.50
01666	AT & T							
I-000010217135	Local,Regional,Long Distance	R	9/20/2017	1,245.08		027794		1,245.08
00018	AT & T MOBILITY							
I-829434088X09142017	PT Wildlife Biol Monthly Cell	R	9/20/2017	11.67		027795		11.67
00030	B&R TOOL AND SUPPLY CO							
I-1900902690	Hex Retheading Die - UT	R	9/20/2017	80.76		027796		80.76
01153	RUSS BAGGERLY							
I-Aug 17	Reimburse Mileage 8/17`	R	9/20/2017	24.61		027797		24.61
00679	BAKERSFIELD PIPE & SUPPLY INC							
I-S2373838.005	Gaskets - EM	R	9/20/2017	4.26		027798		
I-S2386835.001	Flanges - EM	R	9/20/2017	63.26		027798		
I-S2386960.001	Pipe Couplings - EM	R	9/20/2017	37.21		027798		104.73
00036	BC TREE SERVICE, INC							
I-2403	Tree Removal - Maint	R	9/20/2017	650.00		027799		650.00
01062	BP Medical Supplies							
C-E247243b	Accrue Use Tax	R	9/20/2017	3.62CR		027800		
C-E248039b	Accrue Use Tax	R	9/20/2017	20.31CR		027800		
D-E247243a	Accrue Use Tax	R	9/20/2017	3.62		027800		
D-E248039a	Accrue Use Tax	R	9/20/2017	20.31		027800		
I-E247243	Canister,Cuff - WP	R	9/20/2017	49.90		027800		
I-E248039	First Aid Supplies - WP	R	9/20/2017	280.15		027800		330.05
03208	Brady Americas							
I-9334916713	Printer Repair - EM	R	9/20/2017	187.70		027801		187.70
03059	Brenntag Pacific Inc.							
I-BPI765534	Chlroine for Ojai Sys. - TP	R	9/20/2017	1,341.17		027802		1,341.17

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03280 I-582447	Anita Brevell Camping Cancellation - LCRA	R	9/20/2017	175.00		027803		175.00
00463 I-423739	Cal-Coast Machinery JD Mower Spindle - LCRA	R	9/20/2017	83.10		027804		83.10
00055 I-Aug 17	CASITAS BOAT RENTALS Gas for Boats - LCRA	R	9/20/2017	1,593.95		027806		1,593.95
03021 I-170903147101	Central Communications Call Center 9/17	R	9/20/2017	407.71		027807		407.71
00707 I-23881	CHARLES P. CROWLEY CO. Booster Pump - EM	R	9/20/2017	2,549.65		027808		2,549.65
01843 I-748318	COASTAL COPY Copier Usage - DO	R	9/20/2017	250.50		027809		250.50
00059 I-S1973022.001	COASTAL PIPCO PVC Fittings - TP	R	9/20/2017	143.04		027810		143.04
00061 I-SB02087614 I-SB02087674	COMPUWAVE Replace Network Firewall Toners - DO	R R	9/20/2017 9/20/2017	4,956.60 205.66		027811 027811		5,162.26
02861 I-26824	Confidential Data Destruction Shredding Service	R	9/20/2017	200.00		027812		200.00
00062 I-9009-757496	CONSOLIDATED ELECTRICAL Alternating Relays - TP	R	9/20/2017	175.26		027813		175.26
00719 I-81828356	CORELOGIC INFORMATION SOLUTION Realquest Subscription	R	9/20/2017	137.50		027814		137.50
00064 I-26412	CROWDER BACKFLOW SERVICES, INC Backflow Testing - TP & GS	R	9/20/2017	216.00		027815		216.00
01764 I-DP1702493	DataProse, LLC UB Mailing 7/31/17	R	9/20/2017	1,732.32		027816		1,732.32
00081 I-04850 I-049027	DELTA LIQUID ENERGY Propane - TP Propane - LCRA	R R	9/20/2017 9/20/2017	76.68 190.48		027817 027817		267.16

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02873	DK Fleet Inc.							
I-4259	Air Compressor Repair -Unit 81	R	9/20/2017	792.55		027818		792.55
00086	E.J. Harrison & Sons Inc							
I-1516	Acct#500546088	R	9/20/2017	840.00		027819		840.00
00488	ELECTRONIC SYSTEMS TECHNOLOGY							
C-32020	Accrue Use Tax	R	9/20/2017	1,161.86CR		027820		
D-32020a	Accrue Use Tax	R	9/20/2017	1,161.86		027820		
I-32020	Esteem Radios - EM	R	9/20/2017	16,144.57		027820		16,144.57
00091	ERNST & YOUNG LLP							
I-US072	Client#60028334	R	9/20/2017	1,193.00		027821		1,193.00
00095	FAMCON PIPE & SUPPLY							
I-196473	Bolt & Nut Plated - UT	R	9/20/2017	72.93		027822		
I-196477	Fittings,Valves - INV	R	9/20/2017	874.09		027822		
I-196784	Meter Adapters - UT	R	9/20/2017	589.88		027822		
I-196849	Ball Corp Stop - EM	R	9/20/2017	386.10		027822		
I-196867	Angle Meters,Valves - INV	R	9/20/2017	529.82		027822		2,452.82
00093	FEDERAL EXPRESS							
I-5-923-17093	Shipping - Admin	R	9/20/2017	43.13		027823		43.13
00575	FENCE FACTORY - SATICOY							
I-401698	New Gates - Hiedelberger PP	R	9/20/2017	918.03		027824		918.03
00099	FGL ENVIRONMENTAL							
I-709031A	Irrigation Analysis 7/27/17	R	9/20/2017	374.00		027825		
I-709158A	THM/HAA5,TOC Analysis 8/1/17	R	9/20/2017	817.00		027825		
I-709513A	Cu&Pb Analysis 8/7/17	R	9/20/2017	360.00		027825		
I-709522A	Cu&Pb Analysis 8/7/17	R	9/20/2017	150.00		027825		
I-709613A	Cu&Pb Analysis 8/9/17	R	9/20/2017	360.00		027825		
I-709662A	EC&Alkanlinity Analysis 8/9/17	R	9/20/2017	93.00		027825		
I-709664A	Cu&Pb Analysis 8/9/17	R	9/20/2017	90.00		027825		
I-709736A	Cu&Pb Analysis 8/11/17	R	9/20/2017	90.00		027825		
I-709738A	EC&Alkalinity Analysis 8/10/17	R	9/20/2017	229.00		027825		
I-709870A	Cu&Pb for OWS - 8/9/17	R	9/20/2017	60.00		027825		
I-709871A	Nitrate Monitoring 8/15/17	R	9/20/2017	43.00		027825		
I-710112A	Manganese Monitoring 8/16/17	R	9/20/2017	145.00		027825		
I-710113A	Manganese OWS 8/17/17	R	9/20/2017	45.00		027825		
I-710237A	Nitrate Monitoring 8/22/17	R	9/20/2017	43.00		027825		
I-710509A	Nitrate Monitoring 8/29/17	R	9/20/2017	43.00		027825		
I-710510A	Nitrate Monitoring OWS 8/29/17	R	9/20/2017	18.00		027825		2,960.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00104	FRED'S TIRE MAN							
I-102685	Tires - Unit 53	R	9/20/2017	1,339.33		027827		1,339.33
00485	FRUIT GROWERS SUPPLY COMPANY							
I-91897678	Rake - Maint	R	9/20/2017	41.83		027828		41.83
002720	Garda CL West, Inc.							
I-10332795	Armored Truck Service	R	9/20/2017	633.38		027829		633.38
003226	GE Grid Solutions, LLC							
I-966492	Motor Management Systems-EM	R	9/20/2017	10,108.36		027830		10,108.36
00115	GRAINGER, INC							
I-9539673500	Certificate Paper - WP	R	9/20/2017	40.58		027831		
I-9539921487	Duct Booster - WP	R	9/20/2017	73.40		027831		
I-9540390953	Steel Ladder - TP	R	9/20/2017	356.44		027831		
I-9548672519	Mirror & Paint Remover - UT	R	9/20/2017	28.60		027831		
I-9548672527	Gloves - UT	R	9/20/2017	2.11		027831		
I-9549950096	Fire Extinguisher Sign - Eng	R	9/20/2017	17.01		027831		
I-9549950096a	Marking Paint - Inv	R	9/20/2017	91.12		027831		609.26
00746	GREEN THUMB INTERNATIONAL							
I-493097	Rock - UT	R	9/20/2017	77.53		027832		77.53
003281	Anna Gutierrez							
I-566228	Camping Cancellation - LCRA	R	9/20/2017	105.00		027833		105.00
00121	HACH COMPANY							
I-10614115	Reagents - Lab	R	9/20/2017	260.55		027834		
I-10615993	Ammonia Salicylate - Lab	R	9/20/2017	245.65		027834		
I-10618137	Ammonia Reagent - Lab	R	9/20/2017	104.57		027834		610.77
00596	HOME DEPOT							
I-1790561	Water Filling Station - LCRA	R	9/20/2017	214.49		027835		
I-2625577	Office Chairs - LCRA	R	9/20/2017	252.40		027835		466.89
00894	HOSE-MAN, INC.							
I-5240807-0001-05	Hose Fittings - UT	R	9/20/2017	576.26		027836		
I-5240900-0001-05	Hoses & Adapters - PL	R	9/20/2017	176.33		027836		
I-5241170-0001-05	Hose Coupling - LCRA	R	9/20/2017	0.98		027836		753.57
00127	INDUSTRIAL BOLT & SUPPLY							
I-181346-1	Hex Caps - UT	R	9/20/2017	47.95		027837		
I-181430-1	Washers - UT	R	9/20/2017	11.31		027837		59.26

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01486	INTEGRATED FIRE AND SAFETY Fire Extinguishers - LCRA	R	9/20/2017	126.97		027838		126.97
00872	Irrisoft, Inc. Weather Station Signal	R	9/20/2017	79.00		027839		79.00
02344	Janitek Cleaning Solutions Janitorial Services - DO	R	9/20/2017	1,550.00		027840		1,550.00
00131	JCI JONES CHEMICALS, INC Chlorine - TP, CM 734196	R	9/20/2017	1,650.00		027841		1,650.00
01022	KELLY CLEANING & SUPPLIES, INC Janitorial Services - LCRA	R	9/20/2017	280.00		027842		280.00
00759	LAFCO Apportionment of Net Costs	R	9/20/2017	11,541.00		027843		11,541.00
01161	LAKE CASITAS MARINA CAFE Staff Night - WP	R	9/20/2017	650.00		027844		650.00
02671	Tim Lawson Safety Boots	R	9/20/2017	160.53		027845		160.53
00360	LESLIE'S POOL SUPPLIES, INC Small Chemicals - WP Small Chemicals - WP Small Chemicals - WP	R R R	9/20/2017 9/20/2017 9/20/2017	740.12 373.40 76.72		027846 027846 027846		1,190.24
00328	LIGHTNING RIDGE Uniforms - PL	R	9/20/2017	643.74		027847		643.74
03283	David Lucas Camping Cancellation - LCRA	R	9/20/2017	127.00		027848		127.00
00329	MCMaster-CARR SUPPLY CO. Pump Plant Parts - EM	R	9/20/2017	492.90		027849		492.90
00151	MEINERS OAKS ACE HARDWARE Paint - LCRA Hinges, Dead Bolts, Locks - LCRA batteries, Conduit - LCRA Paint, Sprinkler, Buckets - WP Mouse Traps, Showerheads - LCRA Bug Traps, Socket Set - WP Concrete Mix & Bolts - TP Plywood - LCRA Mouse Traps - Maint	R R R R R R R R R	9/20/2017 9/20/2017 9/20/2017 9/20/2017 9/20/2017 9/20/2017 9/20/2017 9/20/2017 9/20/2017	133.46 370.60 77.63 149.54 55.18 42.66 21.22 101.86 8.97		027850 027850 027850 027850 027850 027850 027850 027850 027850		

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-791136	Mouse Traps & Lubricant -Maint	R	9/20/2017	9.35		027850		
I-791228	Bolts, Screws, Hose - LCRA	R	9/20/2017	26.15		027850		
I-791420	Pruning Saw Blades - LCRA	R	9/20/2017	58.04		027850		
I-791514	Dawn, Soap, plugs - EM	R	9/20/2017	21.15		027850		
I-791518	Vinyl Adhesive - IT	R	9/20/2017	3.89		027850		
I-791520	Mouse Traps - Maint	R	9/20/2017	9.94		027850		
I-791599	Manure Fork, Shovel - Maint	R	9/20/2017	55.90		027850		
I-791700	Spade, Rake - UT	R	9/20/2017	47.70		027850		
I-791838	Toggle Bolts - Maint	R	9/20/2017	9.20		027850		
I-792100	Tire Seal - LCRA	R	9/20/2017	16.07		027850		
I-792130	Fast Set - EM	R	9/20/2017	28.23		027850		
I-792131	Bolts,Screws,Brace - LCRA	R	9/20/2017	62.16		027850		
I-792166	Drycrete - EM	R	9/20/2017	6.84		027850		1,315.74
02797	Milner-Villa Consulting Urban Water Mgmt Plan Serv.	R	9/20/2017	1,337.50		027852		1,337.50
03284	Laura Munoz Camping Cancellation - LCRA	R	9/20/2017	85.00		027853		85.00
00163	OFFICE DEPOT Certificate Paper - WP	R	9/20/2017	42.81CR		027854		
	I-958775174001 Magnetic Tape - DO	R	9/20/2017	15.22		027854		
	I-961269895001 Thermal Paper - LCRA	R	9/20/2017	213.17		027854		
	I-961269895001a Office Supplies - DO	R	9/20/2017	4.91		027854		190.49
01570	Ojai Auto Supply LLC Core Deposit - Unit 55	R	9/20/2017	30.00CR		027855		
	I-413128 Freon - Unit 55	R	9/20/2017	67.90		027855		
	I-413230 Brakleen - LCRA	R	9/20/2017	35.91		027855		73.81
00912	OJAI BUSINESS CENTER, INC Copies,Laminating,Shipping -DO	R	9/20/2017	133.18		027856		
	I-12531a Copies,Shipping,Supplies - DO	R	9/20/2017	296.47		027856		429.65
00165	OJAI LUMBER CO, INC 2x4's, Plywood, Nails - LCRA	R	9/20/2017	254.30		027857		254.30
00602	OJAI TRUE VALUE Ice Packs - Lab	R	9/20/2017	11.87		027858		
	I-51520 Cooler - Lab	R	9/20/2017	16.08		027858		
	I-51534 Spray Bottles, Bungee Cord-Lab	R	9/20/2017	9.51		027858		37.46

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00168	OJAI VALLEY NEWS							
I-300016108	Conservation Ad 8/18-12/22	R	9/20/2017	55.00		027859		55.00
01627	OSCAR'S TREE SERVICE							
I-13270	Tree Removal - LCRA	R	9/20/2017	950.00		027860		
I-13289	Tree Trimming - LCRA	R	9/20/2017	975.00		027860		1,925.00
02833	Praxair, Inc							
I-78876573	Liquid Oxygen - TP	R	9/20/2017	2,240.10		027861		
I-78899112	Liquid Oxygen - TP	R	9/20/2017	1,954.35		027861		4,194.45
01439	PRECISION POWER EQUIPMENT							
I-2551	Chain - LCRA	R	9/20/2017	19.92		027862		19.92
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-8336	Gas Tank Inspection - DO	R	9/20/2017	220.00		027863		
I-8337	Gas Tank Inspection - LCRA	R	9/20/2017	220.00		027863		440.00
03276	Red Wing Shoes							
I-000000001-284	Boot Reimbursement Voucher	R	9/20/2017	340.00		027864		340.00
00313	ROCK LONG'S AUTOMOTIVE							
I-21730	Headlamp Bulb - Unit 41	R	9/20/2017	102.23		027865		
I-21796	Hoses & Clamps - Unit 15	R	9/20/2017	766.47		027865		868.70
02475	Rutan & Tucker, LLP							
I-786736	Matter#029518-001 8/17	R	9/20/2017	220.50		027866		220.50
02756	SC Fuels							
I-0961171-IN	Gas & Diesel - LCRA	R	9/20/2017	3,000.85		027867		3,000.85
03285	Penny Smith							
I-574790	Reduction in Stay - LCRA	R	9/20/2017	60.00		027868		60.00
02003	Sostre Enterprises Inc.							
I-3426	Website CMS/Fee Hosting	R	9/20/2017	249.00		027869		249.00
02202	Stanley Pest Control							
I-970172	Monthly Pest Control - WP	R	9/20/2017	170.00		027870		170.00
02950	Stantec Consulting Services In							
I-1220137	Rate Study 6/17	R	9/20/2017	8,676.25		027871		8,676.25

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02845	I-72401834612 Stericycle Environmental Solut Haz Waste Disposal	R	9/20/2017	405.50		027872		405.50
02770	I-1188 Stoner's One Off Customs Repair Oil Leak - Cart E23	R	9/20/2017	965.78		027873		965.78
02643	I-6238390 Take Care by WageWorks Reimburse Med/Dep Care	R	9/20/2017	192.30		027874		192.30
01959	I-090117 The Wharf Boot Reimbursement Voucher	R	9/20/2017	332.11		027875		332.11
03277	I-091117 Theodore Schneider Irrigation Controller Rebate	R	9/20/2017	250.00		027876		250.00
00266	I-836641264 THOMSON REUTERS - WEST Government Code Updates	R	9/20/2017	287.44		027877		287.44
02527	I-25499 Traffic Technologies LLC White Paint - WP	R	9/20/2017	78.66		027878		
	I-25525 Barricades to Mount Signs-LCRA	R	9/20/2017	70.04		027878		
	I-25526 "No Fireworks" Sign - LCRA	R	9/20/2017	130.70		027878		279.40
01662	I-025-200260 TYLER TECHNOLOGIES, INC. Accounts Conversion	R	9/20/2017	375.00		027879		375.00
03121	I-5453 VAIRKKO Safety Training Platform-10/17	R	9/20/2017	300.05		027880		300.05
00247	I-090117 County of Ventura Encroachment Permits	R	9/20/2017	780.00		027881		780.00
00258	I-199478 VENTURA STEEL, INC Galvanized Pipe - EM	R	9/20/2017	64.35		027882		64.35
09955	I-228011 VENTURA WHOLESALE ELECTRIC Clamps - EM	R	9/20/2017	40.41		027883		40.41
02583	I-INV299539 WageWorks FSA Monthly Admin Fee	R	9/20/2017	175.00		027884		175.00
01830	I-400650642 WATERTRAX USA Watertrax for Ojai Sys.-Lab	R	9/20/2017	1,385.00		027885		1,385.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00663	WAXIE SANITARY SUPPLY							
I-76916601	Janitorial Supplies -LCRA	R	9/20/2017	2,839.24		027886		
I-76926516	Janitorial Supplies -LCRA	R	9/20/2017	3.32		027886		
I-76939801	Janitorial Supplies -LCRA	R	9/20/2017	169.56		027886		3,012.12
00271	WEST COAST AIR CONDITIONING							
I-S85416	Quarterly AC Inspection - LCRA	R	9/20/2017	130.00		027887		130.00
00826	STAN WHISENHUNT DBA							
I-6088	Translate Form - LCRA	R	9/20/2017	570.00		027888		570.00
00330	WHITE CAP CONSTRUCTION SUPPLY							
I-10007479551	Concrete Cutting Blades - PL	R	9/20/2017	328.62		027889		328.62
03044	Amazon Capital Services							
I-16CF-7WJT-HW91	Vinyl Film - EM	R	9/20/2017	114.86		027890		114.86
00840	AQUA-METRIC SALES COMPANY							
I-0066903-IN	3/4 Water Meters - UT	R	9/20/2017	6,669.20		027891		6,669.20
00044	CALIFORNIA ELECTRIC SUPPLY							
I-8997524721	Adapters - EM	R	9/20/2017	184.90		027892		184.90
00062	CONSOLIDATED ELECTRICAL							
I-9009-756422	Volt Timer Relay - EM	R	9/20/2017	115.64		027893		115.64
00096	FIREMASTER - LOS ANGELES REG.							
I-0000455337	Fire Extinguishers Annual Serv	R	9/20/2017	1,475.29		027894		1,475.29
00369	HARRINGTON INDUSTRIAL PLASTICS							
I-01399815	Hosing Chlorine Injection - TP	R	9/20/2017	76.30		027895		76.30
02203	KEYT TV							
I-357293-1	Commercial - WP	R	9/20/2017	1,170.00		027896		1,170.00
00151	MEINERS OAKS ACE HARDWARE							
I-791460	Spray Paint - Fish	R	9/20/2017	41.22		027897		
I-791651	Stripper Disk Paint - Fish	R	9/20/2017	11.70		027897		
I-K92647	Tape, Sandblaster - Fish	R	9/20/2017	8.57		027897		61.49
00163	OFFICE DEPOT							
I-958774907001	Office Supplies - DO	R	9/20/2017	199.93		027898		199.93

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/07/2017 THRU 9/20/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01109	SALVADOR LOERA TRANSPORTATION							
I-15656	Fill Sand - LCRA	R	9/20/2017	420.00		027899		
I-15658	Base - LCRA	R	9/20/2017	550.00		027899		970.00
02666	Ventura County Resource Conser							
I-601	Irrigation Evaluation - Cons	R	9/20/2017	375.00		027900		375.00
00536	Water Resource Engr Associates							
I-3052-5	Phase 3:Permitting Hobo	R	9/20/2017	26,739.59		027901		26,739.59
00663	WAXIE SANITARY SUPPLY							
I-76952624	Janitorial Supplies - DO	R	9/20/2017	379.95		027902		379.95
1	MCCLAMROCH, DANIEL L							
I-000201709111254	TS REFUND	R	9/20/2017	126.00		027903		126.00
1	HOFF, APRIL							
I-000201709151257	TS REFUND	R	9/20/2017	84.00		027904		84.00
1	MCCULLEY, RYAN							
I-000201709191259	TS REFUND	R	9/20/2017	102.00		027905		102.00
1	BABBERT, PAULINE							
I-000201709191263	UB REFUND	R	9/20/2017	246.95		027906		246.95

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	141	378,826.40	0.00	378,826.40
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	113,804.87	0.00	113,804.87
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00	
		VOID CREDITS	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			144	492,631.27	0.00	492,631.27
BANK: AP	TOTALS:		144	492,631.27	0.00	492,631.27
REPORT TOTALS:			144	492,631.27	0.00	492,631.27

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: DENISE COLLIN – ACCOUNTING MANAGER / TREASURER
SUBJECT: OVER ALLOCATION PENALTY – RON MARTIN \$7,950.00
DATE: 09/15/2017

RECOMMENDATION:

The Finance Committee recommends no reversal of Allocation Penalty.

BACKGROUND AND OVERVIEW:

70-00418-00

Ag Domestic Account

2015 / 2016 Over Allocation 1224 Units @ \$0.25 = \$ 273.50

2016 / 2017 Over Allocation 1590 Units @ \$5.00 = \$ 7,950.00

Mr. Martin states he was not aware he had a leak until he received his bill for his annual usage at June 30, 2017 and received an over allocation penalty fee of \$7,950.00.

Mr. Martin explained he hired a professional leak detection company and they found that the fire hydrant which has a 3" water connection was leaking. It was buried under cement, four feet in the ground, once they found the leak they repaired the 3" cupping that had come apart.

Mr. Martin has included photos and repair bills. Mr. Martin is asking for a re-evaluation of the Allocation Penalty of \$7,950.00.

Attn: Finance Committee,
Casitas Municipal Water Department
1055 Ventura Avenue
Oak View, CA 93022-9622

My wife Darlene and I felt it necessary to explain the reason for the large use of water used the last few months.

Unfortunately we had a large water leak associated with our fire hydrant. The fire hydrant has a 3" water connection buried 4' in the ground. Although cemented with sand and cement the 3" cupping came apart. A small leak with the water going straight into the ground, became a larger leak over the course of time. No water had surfaced, no indication of any water problem!

The acknowledgement came with this months billing, "Big Shock". With the help of a professional, ("Curmax Leak Detection") the leak was located and we immediately hired AM/PM plumbing to fix the leak. A six hour project for three men, with the use of a jack hammer, with all new galvanized piping, the leak completed.

We are asking for the elimination of the penalty. We have always paid our monthly statement speedily. Never questioning the amount, as it always appeared to be the same each month. Just assumed because of the restriction on water use this was the cost. We haven't been watering the lawn, which now looks like straw, because we thought we were saving on water.

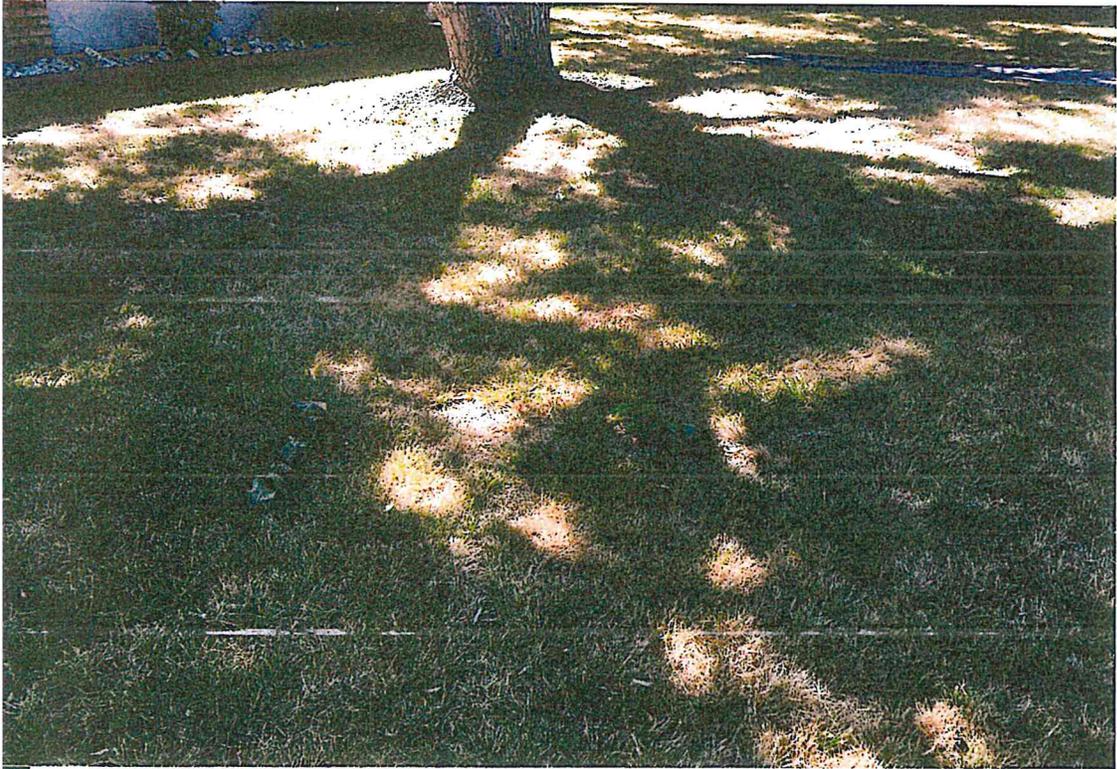
We are asking for a reevaluation.

Enclosed you will find copies of the billing, pictures of repaired area (fire hydrant), pictures of grass (saving water), and the receipts for repairs.

Thank you,

R.L. & Darlene Martin

R.L. Martin 8/15/17
Darlene Martin















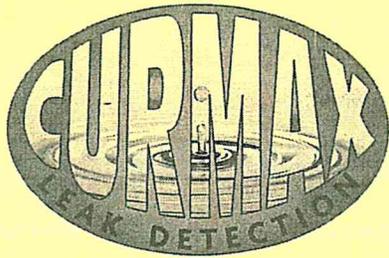
AM-DW

COOKER & PLUMBING
805) 890-6524
GUTTERS

ALL-IM
ROOF & PLUMBING
24 hr Service

LT # 56 79





PLEASE SEND PAYMENT TO

913 AYHENS STREET
SIMI VALLEY, CA 93065

PHONE (818) 939-5884
BILLING (818) 300-5209

EMAIL
curmaxleakdetection@yahoo.com

INVOICE # 2255

NAME:		BILL TO: <u>RON MARTIN</u>	
JOB AT: <u>10430 Qjai SANTA ANA RD</u>		AT:	
CITY: <u>Qjai</u>		CITY:	ZIP:
EMAIL:		EMAIL:	
TECHNICIAN	P.O. NUMBER	CONTACT	DATE
<u>BRENT</u>		<u>RON</u>	<u>8/9/17</u>

- | | | |
|---|--|--------------------------------|
| <input checked="" type="checkbox"/> SLAB LEAK DETECTION | <input type="checkbox"/> GAS LEAK | <input type="checkbox"/> BID |
| <input type="checkbox"/> UTILITY LOCATE | <input type="checkbox"/> SEWER LINE VIDEO/LOCATE | <input type="checkbox"/> OTHER |

REPORT: FOUND LOSS OF WATER TO BE COMING FROM THE IRRIGATION SIDE. FOUND LEAK AT SECOND SHUT OFF NEXT TO THE GATE, MARKED WITH AN ORANGE FLAG.

VISA • MASTERCARD • AMEX	CHECK NUMBER#: <u>CASH.</u>	TWO HOUR (MIN.): \$ <u>250-</u>
CARD BILLING <input type="checkbox"/> SAME AS ABOVE		ADD HOUR: \$
ADDRESS:		SAFE GAS: \$
CITY: STATE: ZIP:		TOTAL: \$ <u>250-</u>

CUSTOMER AUTHORIZATION: I agree the work is satisfactory and to pay the charges above and have read and understand the terms described on the reverse side.

SIGNATURE: _____ DATE: _____



Corporate Address:
 30 S. La Patera Lane, #10
 Goleta, CA 93117
 Tel: (805) 967-1938
 Fax: (805) 967-5509
 www.aquaflo.com

Sales Branch: 102
 1940 E. Ojai Avenue
 Ojai, CA 93023
 Tel: (805) 646-7245
 Fax: (805) 646-7725

Company Locations:
 Goleta Santa Clarita
 Santa Barbara Canoga Park
 Ventura West L.A.
 Ojai Torrance
 Moorpark

INVOICE

Invoice Number	SI1080983
Invoice Date	08/09/17
Page	1 of 1
Delivery Number	SD0182890

Bill To: 110462	Ship To: WC
------------------------	--------------------

AM-PM Rooter & Plumbing P.O. Box 7063 Ventura, CA 93006	Ordered By: Zack	Will Call
Special Instructions:		

Job Name	Customer PO	Ship Date	By	Terms	Tax Category	Delivery Mode	Carrier
		08/09/17	TRK	COD	Normal	Will Call	

Product Code	Description	Quantity	UM	Price	TX	Extension
50-030-408	3" Threaded Galvanized 90 Ell	1	EA	24.6586		24.66
50-030-12	3 x 12" Sch 40 Galvanized Steel Nipple	1	EA	19.7676		19.77
50-030-04	3 x 4" Sch 40 Galvanized Steel Nipple	1	EA	10.0854		10.09
50-020-458	2" Threaded Galvanized Union	1	EA	13.4310		13.43
55-030-BCI	3" IPS Metal Bolted Coupling (441-00000350-900)	1	EA	79.9272		79.93
50-020-18	2 x 18" Sch 40 Galvanized Steel Nipple	1	EA	14.5763		14.58
50-020-12	2 x 12" Sch 40 Galvanized Steel Nipple	1	EA	12.5015		12.50
50-020-10	2 x 10" Sch 40 Galvanized Steel Nipple	1	EA	10.7901		10.79
50-020-06	2 x 6" Sch 40 Galvanized Steel Nipple	3	EA	5.2344		15.70
50-020-04	2 x 4" Sch 40 Galvanized Steel Nipple	2	EA	3.6962		7.39
50-020-03	2 x 3" Sch 40 Galvanized Steel Nipple	2	EA	2.9169		5.83
50-020-00	2" x Close Sch 40 Galvanized Steel Nipple	2	EA	2.1922		4.38
50-338-430	3 x 2" Threaded Galvanized Bell Reducer	1	EA	18.4118		18.41
50-020-24	2 x 24" Sch 40 Galvanized Steel Nipple	1	EA	17.9997		18.00
50-020-430	2" Threaded Galvanized Coupling	2	EA	5.2635		10.53
91-CT1000	3" x 1,000' Yellow Caution Tape	1	EA	13.3352		13.34
50-020-408	2" Threaded Galvanized 90 Ell	1	EA	6.5340		6.53
91-10MT	2" x 100' 10 mil Pipe Wrap Tape	1	EA	6.9390		6.94

PAYMENT: CREDIT CARD 314.03 Amex

Thank you for your order!	Merchandise	Services	Misc	Shipping/Handling	Tax	Total
	292.80	0.00	0.00	0.00	21.23	314.03

Aqua-Flo Supply bills are due and payable per the terms stated on this document. A finance charge of 1-1/2% per month (18% annually) will be charged on all past due accounts and returned payments will be assessed a fee. In the event that a suit is filed for collection of this bill, customer will be responsible for court costs, expenses, reasonable attorney fees plus a finance charge.
 RETURN POLICY: Standard stock items will be accepted for return under the following circumstances: 1) Material must have been purchased within the previous 30 days. 2) Material must be clean, resaleable, and in original packaging. 3) A 15% restocking charge will be levied. 4) Proof of purchase will be required in the event that Aqua-Flo Supply is unable to verify purchase.

COJ01

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: DENISE COLLIN – ACCOUNTING MANAGER / TREASURER
SUBJECT: OVER ALLOCATION PENALTY – REBECCA TICKELL \$5,870.00
DATE: 09/09/2017

RECOMMENDATION:

The Finance Committee recommends waiving \$2,935.00

BACKGROUND AND OVERVIEW:

40-25909-03

Agriculture

2015 / 2016 No Over Allocation Penalty

2016 / 2017 Over Allocation 1174 Units @ \$5.00 = \$5,870.00

Ms. Tickell called Casitas to advise of a leak in August 2016 and then again at the end of 2016.

Ms. Tickell said she was told because she had not yet used all of her allocation, at that point no over Allocation Penalty would be assessed, however she did not realize at the time when summer came in 2017 she would most definitely go over her allocation assigned.

Ms. Tickell has submitted photos, descriptions and repair bills of five leaks repaired from July 1, 2016 through June 30, 2017. Ms. Tickell requests the full Allocation Penalty totaling \$5,870.00 be waived.

AUG 15 2017

Dear Casitas Municipal Water District attn. Board of Directors,

My husband and I own a 4.5 acre avocado farm at 350 Verano Dr in Ojai with account number 40-25909.

We are writing to humbly request that we be granted a waiver of the Conservation Penalty we recently received.

Please know, we are grateful for the service that you provide and we happily pay our bill each month. We are very committed conserving our precious resources and have taken extra precaution to conserve water, which is why we were surprised to receive the penalty.

Last year we installed smart meters on two of our irrigation systems and reduced our watering times significantly as per the drought restrictions. We've reduced our irrigation so much that we use just barely enough to keep our avocado trees alive. They have not produced avocados for the past two years because of these water restrictions.

We've had five major leaks in the past year. Three leaks between June – December of 2016, one in April 2017, and one leak this July which may was undiscovered for a few months before we fixed it.

I called Casitas customer service in August of 2016 to report the first leak and then again at the end of 2016 to report that we had fixed two more big leaks and to find out what needed to be done. I was told that since we had not gone over our Annual Allocation, that nothing needed to be done. I was not clear from that conversation that we had less than 60 units left to last us through the summer and I should have requested at that time that the leaked units not be counted towards our allocation.

I have enclosed photos and descriptions of the five leaks that we repaired.

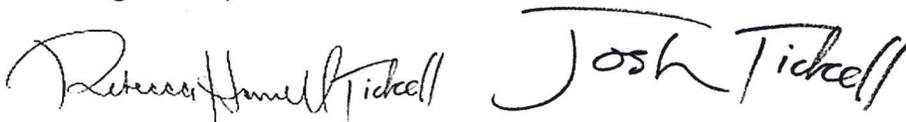
Our team said it is impossible to calculate the amount of water leaked because many of them had been happening for many months underground and in varying degrees. Often they would start small and then grow until it was finally discovered.

You have our word that we will drastically improve our system such that this does not happen again. We are putting a "smart" electric meter on our main irrigation line so that we will know when leaks are happening and we can repair them right away.

If you would be willing to waive the penalty, we promise that we will stay well within our allocation moving forward, and that if we fail to do so and go over our allocation a second time, not only will we pay the penalty we incur, but this one as well.

Thank you for being our partners in caring for this land.

With gratitude,

Handwritten signatures of Rebecca and Josh Tickell. The signature on the left is 'Rebecca and Josh Tickell' and the signature on the right is 'Josh Tickell'.

Rebecca and Josh Tickell

LEAK #1

Date Repaired: July 29th, 2016

Description: This was a big leak on the main line with high pressure located by the main entrance to the driveway in the middle orchard.

We dug 18 inches deep by 32 inches wide.

The pipe was completely broken. It appeared that a truck drove over it. The water was running down the driveway and the whole area was wet. It came from the main line from a 2 inch pipe. Estimated 120-140 psi.

Receipts attached.

This photo shows the location next to the entrance of our property and orchard of where the leak was.



THANK YOU FOR SHOPPING AT
MEINERS OAKS ACE HARDWARE
(805) 646-7234

like us at
facebook.com/meinersoakshardware

07/29/16 1:33PM DE 551 SALE

72996 1 EA 32.99 EA
TREE PRUNER 12FT ACE 32.99
SUB-TOTAL:\$ 32.99 TAX:\$ 2.47
TOTAL:\$ 35.46
BC AMT: 35.46

BK CARD#: XXXXXXXXXXXX1911
MID: 372055851888
AUTH: 007270 AMT: 35.46
Host reference #:049104 Bat#
SWIPED
CARD TYPE:VISA EXPR: XXXX
TxnID/ValCode: 011591
Bank card USD\$ 35.46



==>> JRNL#A49104 <<==
CUST NO:*10577

THANK YOU ANDRES HERNANDEZ
FOR YOUR PATRONAGE
ACE REWARDS ID # 19719528444

I agree to pay above total amount
according to card issuer agreement
(merchant agreement if credit voucher)
Acct: ANDRES HERNANDEZ

Customer Copy

THANK YOU FOR SHOPPING AT
MEINERS OAKS ACE HARDWARE
(805) 646-7234

like us at
facebook.com/meinersoakshardware

07/29/16 10:23AM CS 552 SALE

4038816 1 EA 4.49 EA
CEMENTPVCHOT LOVOC 4OZ 4.49
49806 1 EA 3.39 EA
PRIMER PVC PURPLE 4OZ 3.39
43109 1 EA .99 EA
COUPLE 2" SXS SCH40 .99
42125 1 EA 18.99 EA
COUPL QWIK FIX 2" HXSPIG 18.99
SUB-TOTAL:\$ 27.86 TAX:\$ 2.09
TOTAL:\$ 29.95
BC AMT: 29.95

BK CARD#: XXXXXXXXXXXX1911
MID: 372055851888
AUTH: 007038 AMT: 29.95
Host reference #:048842 Bat#
SWIPED
CARD TYPE:VISA EXPR: XXXX
TxnID/ValCode: 011498
Bank card USD\$ 29.95



==>> JRNL#A48842 <<==
CUST NO:*10577/ 3

THANK YOU ANDRES HERNANDEZ
FOR YOUR PATRONAGE
ACE REWARDS ID # 19719528444

I agree to pay above total amount
according to card issuer agreement
(merchant agreement if credit voucher)
Acct: ANDRES HERNANDEZ

Customer Copy

LEAK #2

Date Repaired: October 21st, 2016

Description: Another big leak on the main line with high pressure located 20 feet from the leak in July. The joint came loose, the pipe was $\frac{1}{4}$ inch disconnected from itself. We dug 18-20 inches underground. Water had been gushing down onto the edge of the orchard and appeared to have been leaking for many months.

This photo shows the location of where the leak was.



LEAK #3

Date Repaired: December 15th, 2016

Description: We discovered the leak because the water was actually seeping up through solid pavement. We ripped up the pavement and dug 18 – 20 deep and 30 inches wide beneath the driveway there was a large leak running underground underneath the hill towards the orchard that appeared to have been leaking for many months.

The water sprayed up into the air once we had removed the pavement and ran down the driveway and into the road.

In the photos you can see where we patched the driveway where the leak was, and also you can also see where the water ran down the driveway after the water erupted. This photo was taken AFTER the driveway had been resurfaced and the water stain still shows.

Receipts attached.



THANK YOU FOR SHOPPING AT
MEINERS OAKS ACE HARDWARE
(805) 646-7234

like us at
facebook.com/meinersoakshardware

12/15/16 8:24AM KAY 552 SALE

1704	EA	7.29	EA
ASPHALT PATCH	#		29.16
SUB-TOTAL:		29.16	TAX: 2.19
		TOTAL:	31.35
CASH TEND:	100.00	CHANGE:	68.65



==> JRNL#X11452 <<==
CUST # *10577
ACE REWARDS ID # 19719528444

Tell us about your experience today and
Enter to win a \$50 Ace gift card!

- To participate:
- * Visit www.TalkToAce.com
 - * This survey invitation is valid for 72 hours
 - * Store # 03937
 - * Survey approximately 5 minutes

No purchase necessary. Must be 18 or older to enter sweepstakes.
Void where prohibited.
See complete rules at www.TalkToAce.com
To participate via phone, call 1-866-264-2233

THANK YOU FOR SHOPPING AT
MEINERS OAKS ACE HARDWARE
(805) 646-7234

like us at
facebook.com/meinersoakshardware

12/15/16 12:11PM KAY 552 SALE

43105	1 EA	.27	EA
COUPLE 3/4" SXS SCH40			.27
42112	1 EA	4.99	EA
QWIK FIX COUPLNG 3/4HXS			4.99
SUB-TOTAL:		5.26	TAX: .39
		TOTAL:	5.65
CASH TEND:	10.00	CHANGE:	4.35



==> JRNL#A09588 <<==
CUST # *10577
ACE REWARDS ID # 19719528444

Tell us about your experience today and
Enter to win a \$50 Ace gift card!

- To participate:
- * Visit www.TalkToAce.com
 - * This survey invitation is valid for 72 hours
 - * Store # 03937
 - * Survey approximately 5 minutes

No purchase necessary. Must be 18 or older to enter sweepstakes.
Void where prohibited.
See complete rules at www.TalkToAce.com
To participate via phone, call 1-866-264-2233

LEAK #4

Date Repaired: April 28th, 2017

Description: Water was seeping above the ground, water moisture was 5 ft wide, extremely muddy. Crack in the joint.

Receipt attached.

Photo: We dug up the repaired pipe to show you the repair that was made.



LEAK #5

Date Repaired: July 28th, 2017

Description: improper connection had been installed, there was a severely cracked joint that appeared to have been leaking for a long time, a galvanized fitting had been put into a plastic joint and cracked. This was a very large leak that was buried under the ground, mulch and leaves. This was the most severe of our leaks.

Receipt attached.

Photo:

This was taken during the repair of the pipe, the water is turned off here, but you can see the galvanized fitting and the muddy area where the leak was.



MEMORANDUM

TO: Board of Directors
From: Michael Flood – Assistant General Manager
RE: Purchase of Pacific Tek Trailer-Mounted Valve Exerciser System (PV100-PT1000-D1HW-T)
Date: September 20, 2017

RECOMMENDATION:

- Recommend that the Board rescind approval of the unexecuted E.H. Wachs purchase order of a trailer-mounted valve operation and maintenance system which was approved at the July 12, 2017 Board meeting.
- Recommend the Board approve a purchase order to Pres-Tech Equipment Company for the purchase of a Pacific Tek trailer-mounted valve exerciser system (PV100-PT1000-D1HW-T) in the amount of \$ 50,375.33. This purchase is funded in the FY 2017-2018 capital budget at \$65,000 (GL# 11-5- 50-5911-00).

BACKGROUND:

CMWD is improving its preventive maintenance of underground assets by implementing a new valve operation and maintenance standard operating program. The key component of this system is the implementation of a trailer mounted valve maintenance system. This system contains a hydraulic valve operator mounted on an extended reach arm, vacuum with 100 gallon spoils holding tank, and a 3,000 psi high pressure washer with a 60 gallon water tank. This system reduces manual labor and potential injuries as a result of strenuous and repetitive tasks. Also, system is controlled through a high-tech wireless module that controls torque being applied to valves that will greatly reduce the potential of valves being broken due to over torque, which is extremely common in manual operations. The controller also provides the capability to collect data for multiple parameters.

Staff reviewed the original purchase and is recommending the purchase of the Pacific Tek system instead due to its lower cost, equivalent operating capabilities, and smaller footprint that will assist with operating in the more confined locations of the newly acquired Ojai water system.

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: NEIL COLE, PRINCIPAL CIVIL ENGINEER
SUBJECT: AUTHORIZE THE GENERAL MANAGER TO APPROVE UP TO \$60,000 IN
ADDITIONAL ASPHALT PAVING WORK DURING FISCAL YEAR 2017-18
DATE: SEPTEMBER 19, 2017

RECOMMENDATION:

It is recommended that the Board of Directors authorize the General Manager to approve up to \$60,000 in additional asphalt paving work during Fiscal Year 2017-18.

BACKGROUND AND DISCUSSION:

The Board of Directors awarded the annual paving project to BSN Construction, Inc. in the amount of \$40,914 at the August 23, 2017 meeting. At the meeting the board was requested to also authorize up to a \$60,000 in asphalt paving work during this fiscal year. The Board was unclear as to whether this meant up to an additional \$60,000 above the \$40,914 award amount or if this was for a total of \$60,000 including the \$40,914 award amount.

The request is for authorization for up to an additional \$60,000, bringing the total potential contract amount to \$100,914. Even this may not be enough to cover all of the asphalt patch work required this year. With the acquisition of the Ojai system, Casitas has experienced an average of 2-3 leaks per week. Each of the leak repairs requires timely asphalt patching. It is hoped that the number of leaks will slow down at some point.

\$55,000 was included in the FY 2017-18 Budget for this work. This estimate was based on previous year's patching requirements before the acquisition of the Ojai system. It is recommended that the portion of the work related to the Ojai System be included as part of the Community Facilities District 2013-01 (Ojai) bond proceeds.

This project is Categorically Exempt from CEQA under Section 15301 (c).

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION TO INCREASE MAXIMUM CONTRACT AMOUNT
ASPHALT WORK PROJECT
SPECIFICATION 17-395**

WHEREAS, the District awarded a construction contract to provide asphalt work at various locations for a maximum amount of \$40,914 at the August 23, 2017 meeting, and

WHEREAS, the construction of the Asphalt Work Project is required by Casitas' encroachment permits issued by the City, County and State, and

WHEREAS, the encroachments permits require the pavement to be repaired in a timely fashion

WHEREAS, the number of asphalt patches has increased since the award and is likely to continue to increase.

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

1. That the Board of Directors hereby authorizes the General Manager to approve change orders for asphalt patching work totaling a maximum of \$60,000, bringing the maximum contract amount up to \$100,914.

ADOPTED this 27th day of September, 2017.

Russ Baggerly, President
Casitas Municipal Water District

ATTEST:

Bill Hicks, Secretary
Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT

MINUTES Finance Committee

DATE: September 19, 2017
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Finance Committee Meeting of September 15, 2017, at 1000 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
Assistant General Manager, Michael Flood
Accounting Manager/Treasurer, Denise Collin

Public: Dennis Connor, Rebecca Tickell, Ron Martin

2. **Public Comments.** None.

3. **Board/Management comments.**

Director Kaiser commented on the thumbs down in the Ojai Valley News regarding Casitas' action to replace water meters.

The General Manager informed the Committee of the direction to solicit bids for truck purchases and staff may ask the Board for a change in the manufacturer of the valve trailer.

4. **Review of the Financial Statements for July 2017.** The Committee was informed that there is a delay in finalizing FY 2016-17 books due to additional accruals in June that are associated with the Ojai water system acquisition. The miscellaneous revenue is associated with the State Water Project refunds that are distributed between Casitas, United, and Ventura.

5. **Review of the July 2017 Consumption Report.**

The Committee commented on the continued low level of water consumption for July 2017 that is attributed to Ventura's change in operation, restoration of groundwater basins and continued conservation by direct customers.

6. **Request from Curtis Johnson regarding a leak and over allocation penalties totaling \$505.00.**

The Committee deferred this discussion to a future Finance Committee meeting when Mr. Johnson can represent his case.

7. **Request from Dennis Connor regarding a leak and over allocation penalties totaling \$745.00.**

The Committee deferred this discussion to a future Finance Committee meeting when Mr. Connor can represent his case.

8. **Request from Rebecca Tickell regarding a leak and over allocation penalties totaling \$5,870.00.**

Rebecca Tickell represented that she had experienced a water leak in the driveway to her property. Staff was directed to prepare additional information regarding this case and moved to

the Board of Directors for a final determination.

9. **Request from Ron Martin regarding a leak and over allocation penalties totaling \$7,950.00.**

Ron Martin represented that he had experienced a water leak from a private fire hydrant, underneath the concrete in the driveway. Staff was directed to prepare additional information regarding this case and moved to the Board of Directors for a final determination.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Recreation Committee

DATE: August 7, 2017
TO: Board of Directors
FROM: General Manager, Steven E. Wickstrum
Re: Committee Meeting of August 7, 2017

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Bill Hicks
Director Pete Kaiser
Steve Wickstrum, General Manager
Carol Belser, Park Services Manager
Joe Evans, Division Officer

2. **Public Comments.** None.

3. **Board/Management Comments.**

Director Kaiser commented on the speed bumps placed in the exit lane of the Main Gate and a suggestion for improved lighting and signage for the exit lane. Joe Evans informed the Committee that the speed bumps are effective in reducing vehicle speeds to 5 miles per hour, a safety issue and results in effective operation of the one-way tire spikes.

Director Hicks commented on the astrology night event with a good turn out, but the telescope was difficult to wait and see the object.

Carol Belser commented that several dead trees were removed from Camp A and activity in the application of a grant to fund public information concerning quagga.

4. **Discussion regarding animals in the park.**

Carol Belser reported that in her review of Ordinance 17-01 there is satisfactory coverage regarding animals in the park. No further action.

5. **Discussion regarding the Bail Schedule.**

Carol Belser presented that the bail schedule has not been updated since 2006 and that further consideration be made to update the bail schedule. Staff will develop a new bail schedule for consideration by the Committee and Board.

6. **Review of Incidents and Comments.**

Joe Evans updated the Committee on the customer interactions.

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: STEVE WICKSTRUM, GENERAL MANAGER
SUBJECT: HUMAN RESOURCES UPDATE
DATE: SEPTEMBER 21, 2017

President Baggerly requested an update on recruitments and staff progress to update the policies and procedures.

Recruitments:

There are numerous positions that are in various stages of the recruitment process. The status can change on a daily basis. Further information will be shared publically when it is appropriate to do so.

Operations & Maintenance Manager – First interviews conducted this week.

Distribution Foreman – Position filled.

Treatment Plant Operator – In process, interviews conducted.

Utility Worker – applications under review for selection.

Distribution Technicians – applications under review with new Distribution Foreman being involved in the selection process.

E & M Systems Specialist – Analysis of the specific needs has been completed and modifications are in process to the job description.

Water Quality Specialist – This is a new position and the draft job description is under review.

Watershed Coordinator – Position is posted and advertised.

Human Resources Manager – Job Description completed. Position is posted and advertised.

Policies and Procedures:

The updates to policies and procedures will be the initial focus of the incoming Human Resources Manager who will work with Liebert Cassidy Whitmore on the development and implementation of those procedures and involve the union when appropriate.

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
09/20/17**

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	3133EGZW8	10/25/2024	\$833,918	\$816,914	2.014%	10/25/2016	3.91%	2555
*TB	Federal Farm CR Bank	31331VWN2	4/13/2026	\$911,788	\$873,122	1.901%	5/9/2016	4.17%	3083
*TB	Federal Farm CR Bank	3133EFK71	3/9/2026	\$852,906	\$833,078	2.790%	3/28/2016	3.98%	3049
*TB	Federal Farm CR Bank	3133EFYH4	2/8/2027	\$1,014,182	\$994,430	3.000%	3/24/2016	4.75%	3378
*TB	Federal Farm CR Bank	3133EGWD	9/29/2027	\$694,629	\$675,094	2.354%	11/17/2016	3.23%	3609
*TB	Federal Home Loan Bank	3130A3DL	9/8/2023	\$1,575,863	\$1,527,345	1.486%	10/13/2016	7.30%	2148
*TB	Federal Home Loan Bank	313379EE5	6/14/2019	\$1,361,535	\$1,353,659	1.625%	10/3/2012	6.47%	624
*TB	Federal Home Loan Bank	3130A0EN	12/10/2021	\$536,340	\$520,545	1.107%	5/9/2016	2.49%	1520
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$764,505	\$742,742	2.875%	2/19/2016	3.55%	2783
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$466,725	\$444,507	1.203%	7/14/2016	2.12%	2148
*TB	Federal Home Loan Bank	3130A5VW6	7/10/2025	\$1,024,094	\$1,022,770	2.360%	5/10/2017	4.89%	2810
*TB	Federal Home Loan Bank	3130AIXJ2	6/14/2024	\$927,897	\$881,098	2.875%	8/2/2016	4.21%	2424
*TB	Federal Home Loan Bank	3133XFKF	6/11/2021	\$643,869	\$636,395	5.625%	1/16/2013	3.04%	1341
*TB	Federal Home Loan MTG Corp	3137EABA	11/17/2017	\$1,005,799	\$1,006,380	5.125%	1/3/2012	4.81%	57
*TB	Federal Home Loan MTG Corp	3137EADB	1/13/2022	\$674,904	\$678,316	2.375%	9/8/2014	3.24%	1553
*TB	Federal National Assn	31315P2J7	5/1/2024	\$796,244	\$758,292	1.721%	5/1/2016	3.62%	2381
*TB	Federal National Assn	3135G0ZR	9/6/2024	\$1,474,099	\$1,434,702	2.625%	5/25/2016	6.86%	2506
*TB	Federal National Assn	3135G0K3	4/24/2026	\$2,528,915	\$2,454,400	2.125%	5/25/2016	11.73%	3094
*TB	US Treasury Inflation Index NTS	912828JE1	7/15/2018	\$1,140,016	\$1,154,398	1.375%	7/6/2010	5.52%	295
*TB	US Treasury Inflation Index NTS	912828MF	1/15/2020	\$1,140,484	\$1,174,807	1.375%	11/18/2015	5.62%	835
*TB	US Treasury Note	912828WE	11/15/2023	\$768,283	\$799,127	2.750%	12/13/2013	3.82%	2215
Accrued Interest					\$136,648				
Total in Gov't Sec. (11-00-1055-00&1065)				\$21,136,997	\$20,918,770			99.98%	
Total Certificates of Deposit: (11.13506)				\$0	\$0			0.00%	
**	LAIF as of: (11-00-1050-00)		N/A	\$452	\$452	0.92%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,879	\$2,879	0.88%	Estimated	0.01%	
TOTAL FUNDS INVESTED				\$21,140,328	\$20,922,101			100.00%	
Total Funds Invested last report				\$21,148,572	\$21,132,423				
Total Funds Invested 1 Yr. Ago				\$19,212,521	\$19,409,771				
****	CASH IN BANK (11-00-1000-00) EST.			\$8,451	\$8,451				
	CASH IN Western Asset Money Market			\$5	\$5	0.19%			
TOTAL CASH & INVESTMENTS				\$21,148,784	\$20,930,557				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$24,783,174	\$24,980,424				

- *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.