



Board of Directors

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

Pete Kaiser, Director

CASITAS MUNICIPAL WATER DISTRICT Meeting to be held at the

The meeting will be held via teleconference.
To attend the meeting please call US Toll Free (888) 788-0099 or (877) 8535247
Enter Meeting ID: 910 9447 8837#
July 08, 2020 @ 3:00 PM

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.

Special Accommodations: 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)).

1. CALL TO ORDER
2. ROLL CALL
3. AGENDA CONFIRMATION
4. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.
5. CONSENT AGENDA
 - 5.a. Approval of the Accounts Payable Report for the period 6/11/20 - 6/24/20.
[Accounts Payable Report.pdf](#)

- 5.b. Approve the updated Associate Fisheries Biologist job description and request for reclassification from the General Unit to the Supervisory and Professional Unit.
[Fisheries Job Description Update and Reclassification Staff Report.pdf](#)
- 5.c. Approve the updated Information Systems Technology Administrator job description and request for reclassification from the General Unit to the Supervisory and Professional Unit.
[Information Technology Administrator Job Description Update and Reclassification Staff Report.pdf](#)

6. ACTION ITEMS

- 6.a. Award the contract for the construction of the Paving Contract (FY20-21), Specification No. 19-433 to BSN Construction Inc. in the amount of \$250,000; and the President of the Board execute the agreement for said work.
[Award Memo- FY 2020-21.pdf](#)
[200611 - Bid Summary - 20-433.pdf](#)
- 6.b. Adopt a Resolution authorizing the General Manager and Assistant General Manager to sign and file a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of the Ventura-Santa Barbara County Intertie project.
[Board_ASADRA 20200708.pdf](#)
- 6.c. Resolution approving the authorized signers on the District Bank Accounts.
[Board Memo and Resolution Account Signers.pdf](#)

7. DISCUSSION ITEMS

- 7.a. Update and Discussion of the State Water Project Interconnection Project.
[Board Memo regarding an update on the State Water Project Interconnection Project 070820.pdf](#)

8. INFORMATION ITEMS

- 8.a. Public Relations Committee Minutes.
[Public Relations Committee Minutes 061820.pdf](#)
- 8.b. Finance Committee Minutes.
[Finance Minutes 061920.pdf](#)
- 8.c. Letter from Ventura Grand Jury.
[Grand Jury Letter 2020.pdf](#)
- 8.d. CFD 2013-01 (Ojai) Project Report.
[CFD 2013-1 Project Cost 06-22-20.pdf](#)

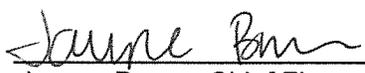
- 8.e. State Water Project – Interconnect Project Costs.
[SWP Intertie Project Cost 06-22-2020.pdf](#)
- 8.f. Investment Report
[Investment Report 06-22-20.pdf](#)
- 9. GENERAL MANAGER COMMENTS
- 10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED
- 11. BOARD OF DIRECTOR COMMENTS PER GOVERNMENT CODE SECTION 54954.2(a).
- 12. CLOSED SESSION
 - 12.a. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9(a) Santa Barbara Channelkeeper v. State Water Resources Control Board, City of San Buenaventura, et al.; and City of San Buenaventura v Duncan Abbott, et al., Cross Complaint; Superior Court of the State of California, County of Los Angeles, Case No. 19STCP01176.
 - 12.b. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9 (a) C-Win v. City of San Buenaventura; Superior Court, State of California, County of Ventura, Case No. 56-2019-00532905-CU-WM-VTA
 - 12.c. Conference with Labor Negotiators (Government Code Sec. 54957.6) Agency Designated Representative: Julia Aranda Employee Organization: Management.
- 13. POSSIBLE ACTION ITEM
 - 13.a. Adopt Resolution approving the two-year Memorandum of Understanding (MOU) with the Management Group.
[Board Memo Mgmt Negotiations 20200708.pdf](#)
- 14. ADJOURNMENT

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 06/11/20-06/24/20
Presented to the Board of Directors For Approval July 8, 2020

Check	Payee		Description	Amount
000969	Payables Fund Account	# 9759651478	Accounts Payable Batch 061720	\$352,094.60
000970	Payables Fund Account	# 9759651478	Accounts Payable Batch 062420	\$2,299,266.26
				\$2,651,360.86
000971	Payroll Fund Account	# 9469730919	Estimated Payroll 07/16/20	\$220,000.00
				\$2,871,360.86

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, 000969-000971 have been duly audited is hereby certified as correct.

 6/25/20

 Janyne Brown, Chief Financial Officer

 Signature

 Signature

 Signature

A/P Fund

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

000969	A/P Checks:	039240-039325
	A/P Draft to P.E.R.S.	000000
	A/P Draft to State of CA	000000
	A/P Draft to I.R.S.	000000
	Voids:	
000970	A/P Checks:	039326-039463
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Voids:	039405, 039460, 039461

Janyne Brown 6/25/20
 Janyne Brown , Chief Financial Officer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 06/13/20
Pay Date of 06/18/20
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 6/15/2020
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

6/24/2020 1:45 PM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 6/11/2020 THRU 6/24/2020

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03206	C-CHECK VOID CHECK U.S. Bank Global Corporate Tru	V	6/24/2020			039405		
0270	C-CHECK U.S. Bank Global Corpora Wells Fargo Bank	VOIDED V	6/24/2020			039460	1,152,147.47CR	
	C-CHECK Wells Fargo Bank	VOIDED V	6/24/2020			039461		1,788.76CR

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	3	VOID DEBITS 0.00		
		VOID CREDITS 1,153,936.23CR		
			1,153,936.23CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			3	1,153,936.23CR	0.00	0.00
BANK:	TOTALS:		3	1,153,936.23CR	0.00	0.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00128	INTERNAL REVENUE SERVICE							
I-T1 202006151715	Federal Withholding	D	6/17/2020	42,592.20		000040		
I-T1 202006151716	Federal Withholding	D	6/17/2020	120.31		000040		
I-T3 202006151715	FICA Withholding	D	6/17/2020	43,677.14		000040		
I-T3 202006151716	FICA Withholding	D	6/17/2020	150.28		000040		
I-T4 202006151715	Medicare Withholding	D	6/17/2020	10,214.82		000040		
I-T4 202006151716	Medicare Withholding	D	6/17/2020	35.14		000040		96,789.89
00187	CALPERS							
I-PBB202006151715	PERS BUY BACK	D	6/17/2020	130.46		000041		
I-PBP202006151715	PERS BUY BACK	D	6/17/2020	161.96		000041		
I-PEB202006151715	PEPRA EMPLOYEES PORTION	D	6/17/2020	9,488.33		000041		
I-PEM202006151715	PERS EMPLOYEE PORTION MGMT	D	6/17/2020	2,584.52		000041		
I-PER202006151715	PERS EMPLOYEE PORTION	D	6/17/2020	6,487.32		000041		
I-PRB202006151715	PEBRA EMPLOYER PORTION	D	6/17/2020	9,818.63		000041		
I-PRR202006151715	PERS EMPLOYER PORTION	D	6/17/2020	11,248.93		000041		39,920.15
00049	STATE OF CALIFORNIA							
I-T2 202006151715	State Withholding	D	6/17/2020	16,809.95		000042		
I-T2 202006151716	State Withholding	D	6/17/2020	24.25		000042		16,834.20
00047	A-1 WATER							
I-4953	Water Truck for Beach Shutdown	R	6/17/2020	6,079.00		039240		6,079.00
05481	Oscar Acosta							
I-061720	Meter Install. Refund - O&M	R	6/17/2020	312.00		039241		312.00
00006	ADAMSON'S AUTOMOTIVE REPAIR							
I-009502	Tow Truck - Unit 12	R	6/17/2020	200.00		039242		200.00
05482	Steve Alary							
I-061720	Meter Intall Refund - O&M	R	6/17/2020	4,915.67		039243		4,915.67
00012	ALL-PHASE ELECTRIC SUPPLY CO.							
I-5665-669256	Groham Well Material - ENG	R	6/17/2020	6,051.67		039244		
I-5665-669349	PVC Conduit & Bell End - ENG	R	6/17/2020	54.62		039244		
I-5665-669469	Steel Rod - LCRA	R	6/17/2020	22.39		039244		6,128.68
03044	Amazon Capital Services							
I-11MT-4QL6-9FCN	Delta Faucet - LCRA	R	6/17/2020	361.07		039245		
I-11MT-4QL6-RWGQ	Ear Protection,Mask & Filters	R	6/17/2020	184.33		039245		
I-11MV-FCHW-F36G	Phone Case - EM	R	6/17/2020	38.89		039245		
I-14HC-YYLK-D33M	Plant Tools - TP	R	6/17/2020	490.41		039245		
I-1FHX-VVX7-J9VK	Face Shields - LCRA	R	6/17/2020	166.20		039245		
I-1WPG-CFN-33MW	Fuse - EM	R	6/17/2020	67.03		039245		
I-1XC3-FHTX-JTHG	Office Supplies - DO	R	6/17/2020	62.32		039245		
I-1XH1-H7Y7-DDJF	Lable Maker - IT	R	6/17/2020	32.16		039245		1,402.41

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04130	Frank Annunziata							
I-792021	Camping Cancellation - LCRA	R	6/17/2020	246.00		039246		246.00
05450	Wendy Armond							
I-895641	Camping Cancellation - COVID19	R	6/17/2020	141.00		039247		141.00
05451	Mike Armstrong							
I-895653	Camping Cancellation - COVID19	R	6/17/2020	261.00		039248		
I-895655	Camping Cancellation - COVID19	R	6/17/2020	219.00		039248		
I-895663	Camping Cancellation - COVID19	R	6/17/2020	252.00		039248		732.00
01666	AT & T							
I-00001874421	Local, Reginal, Long Distance	R	6/17/2020	1,225.88		039249		1,225.88
00018	AT & T MOBILITY							
I-287290467941X0610	Acct#287290467941	R	6/17/2020	243.86		039250		243.86
05452	Tabatha Auldridge							
I-893862	Camping Cancellation - COVID19	R	6/17/2020	201.00		039251		201.00
00030	B&R TOOL AND SUPPLY CO							
I-1900945986	Gloves - ADM	R	6/17/2020	14.50		039252		
I-1900945987	Gloves - IT	R	6/17/2020	14.50		039252		29.00
00679	BAKERSFIELD PIPE & SUPPLY INC							
I-S2718522.001	Simple Green Pro - ADM	R	6/17/2020	258.51		039253		258.51
05453	Kenneth Bullardwolf							
I-893866	Camping Cancellation - COVID19	R	6/17/2020	169.00		039254		169.00
05454	Kristi Caban							
I-903149	Camping Cancellation - COVID19	R	6/17/2020	137.00		039255		137.00
03021	Central Communications							
I-000017-173-481	Call Center 05/20	R	6/17/2020	386.79		039256		386.79
00117	CERTEX USA, INC							
I-10803525-00	Tie Down Ratchet - EM	R	6/17/2020	18.23		039257		18.23
01843	COASTAL COPY							
I-909640	Copier Usage - WHS	R	6/17/2020	56.47		039258		
I-910203	Copier Usage - DO	R	6/17/2020	457.65		039258		514.12

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DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05455	Bernard Combs Camping Cancellation - COVID19	R	6/17/2020	300.00		039259		300.00
00061	COMPUWAVE Anti-Virus for Computer - IT	R	6/17/2020	1,320.00		039260		1,320.00
00719	CORELOGIC INFORMATION SOLUTION Realquest Subscription	R	6/17/2020	137.50		039261		137.50
04322	Lauriel Cover Camping Cancellation - COVID19	R	6/17/2020	59.00		039262		59.00
00740	DELL MARKETING L.P. Laptom & Monitor - TP	R	6/17/2020	2,545.92		039263		3,855.40
	I-10400021310 Laptop - PR	R	6/17/2020	1,309.48		039263		
05456	Anthony Dominguez Camping Cancellation - COVID19	R	6/17/2020	99.00		039264		99.00
05457	Lisa Ellison Camping Cancellation - COVID19	R	6/17/2020	139.00		039265		139.00
00095	FAMCON PIPE & SUPPLY 36" Butterfly Valve - EM	R	6/17/2020	14,210.63		039266		14,277.13
	I-S100029618.001 Gasket & Flange - PL	R	6/17/2020	66.50		039266		
00099	FGL ENVIRONMENTAL Manganese Monitoring 04/23/20	R	6/17/2020	145.00CR		039267		1,863.00
	I-005567A Lake Nutrient Monitoring 04/23	R	6/17/2020	1,472.00		039267		
	I-005568C Manganese Monitoring 04/23/20	R	6/17/2020	120.00		039267		
	I-005569A Nitrate Monitoring 04/28/20	R	6/17/2020	43.00		039267		
	I-005913A Plant Effluent DBP 05/04/20	R	6/17/2020	224.00		039267		
	I-006195A Nitrate Monitoring 05/12/20	R	6/17/2020	43.00		039267		
	I-006530A Nitrate Monitoring 05/19/20	R	6/17/2020	43.00		039267		
	I-006531A OWS-San Antonio TP 05/13/20	R	6/17/2020	45.00		039267		
	I-006535A OWS 05/19/20	R	6/17/2020	18.00		039267		
00879	Galco Industrial Electronics Accrue Use Tax	R	6/17/2020	9.31CR		039268		
	D-AF8169401a Accrue Use Tax	R	6/17/2020	9.31		039268		
	I-AF8169401 Fuse Block & Saffety Cover -EM	R	6/17/2020	148.30		039268		
05458	Manuel Gonzalez Camping Cancellation - COVID19	R	6/17/2020	109.00		039269		109.00

VENDOR SET: 01 Casitas Municipal Water D
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02217	Greg Rents							
I-17387	Concrete Vibrator - ENG	R	6/17/2020	52.76		039270		52.76
05459	David Hall							
I-893817	Camping Cancellation - COVID19	R	6/17/2020	119.00		039271		119.00
00131	JCI JONES CHEMICALS, INC							
I-823358	Chlorine - TP, CM 823373	R	6/17/2020	1,650.00		039272		1,650.00
05460	Elonda Jones							
I-901105	Camping Cancellation - COVID19	R	6/17/2020	198.00		039273		198.00
01022	KELLY CLEANING & SUPPLIES, INC							
I-48966457	Janitorial Service 06/20-LCRA	R	6/17/2020	215.00		039274		
I-48966665	Janitorial Service 05/20-LCRA	R	6/17/2020	188.00		039274		403.00
05480	Robert Lagomarsino							
I-061720	Miter Install Refund - O&M	R	6/17/2020	312.00		039275		312.00
05461	Hugo Laurel							
I-903636	Camping Cancellation - COVID19	R	6/17/2020	158.00		039276		158.00
05462	Margie Lombardi							
I-901506	Camping Cancellation - COVID19	R	6/17/2020	198.00		039277		198.00
05463	Ruddy Lopez							
I-900281	Camping Cancellation - COVID19	R	6/17/2020	69.00		039278		
I-900327	Camping Cancellation - COVID19	R	6/17/2020	69.00		039278		138.00
05464	Tania Magdaleno							
I-904101	Camping Cancellation - COVID19	R	6/17/2020	114.00		039279		114.00
00145	MAGNUM FENCE & SECURITY, INC.							
I-5721	Pipe Trach Wheels - MAINT	R	6/17/2020	40.95		039280		40.95
02129	Tracy Medeiros							
I-06/11/20	1102WC180000001 05/30-06/12	R	6/17/2020	2,129.42		039281		2,129.42
00151	MEINERS OAKS ACE HARDWARE							
I-923734	Marking Paint & Glass Clean-PL	R	6/17/2020	30.01		039282		
I-926700	Paint Brush & Glue - WP	R	6/17/2020	24.15		039282		
I-926953	Bolts & Screws - LCRA	R	6/17/2020	15.35		039282		
I-927152	Nuts, Bolts & Screws - LCRA	R	6/17/2020	10.37		039282		
I-927425	Concrete & Thread Road - LCRA	R	6/17/2020	44.54		039282		
I-927522	Spray Paint & Screws - LCRA	R	6/17/2020	21.54		039282		
I-927730	Cement & 10" Pump Channel-LCRA	R	6/17/2020	37.03		039282		
I-928189	Hex Wrenches & Spray Paint-LCR	R	6/17/2020	31.67		039282		
I-928199	Zone Mark - MAINT	R	6/17/2020	11.25		039282		

VENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-928537	Bolts & Screws - LCRA	R	6/17/2020	17.98		039282		
I-928599	Brass Twist Nozzle - FISH	R	6/17/2020	33.31		039282		277.20
05465	Nora Meza							
I-901696	Camping Cancellation - COVID19	R	6/17/2020	228.00		039283		228.00
03724	Michael K. Nunley & Associates							
I-7064	Ojai Sys.Water Replacement-ENG	R	6/17/2020	3,556.25		039284		3,556.25
05466	Andrea Miranda							
I-894489	Camping Cancellation - COVID19	R	6/17/2020	158.00		039285		158.00
05467	Jeremy Neidens							
I-887068	Camping Cancellation - COVID19	R	6/17/2020	397.00		039286		
I-887204	Camping Cancellation - COVID19	R	6/17/2020	198.00		039286		
I-888742	Camping Cancellation - COVID19	R	6/17/2020	247.00		039286		842.00
03845	Oakridge Geoscience, Inc.							
I-048.007-1	Geotech Serv. Ayers Creek -ENG	R	6/17/2020	5,927.52		039287		5,927.52
00163	OFFICE DEPOT							
I-506625957001	Office Supplies - DO	R	6/17/2020	71.24		039288		
I-506625959001	Office Supplies - DO	R	6/17/2020	82.21		039288		153.45
01570	Ojai Auto Supply							
I-491780	Fuel Tubing - GARAGE	R	6/17/2020	7.18		039289		
I-492986	Lamp - Unit 46	R	6/17/2020	3.14		039289		10.32
00165	OJAI LUMBER CO, INC							
I-2006-978797	Fastener - LCRA	R	6/17/2020	10.68		039290		10.68
00602	OJAI TRUE VALUE							
I-52646	Battery Brush - LAB	R	6/17/2020	12.10		039291		12.10
01342	ONSET COMPUTER CORPORATION							
C-173578b	Accrue Use Tax	R	6/17/2020	43.21CR		039292		
D-173578a	Accrue Use Tax	R	6/17/2020	43.21		039292		
I-173578	Water Temp Probe - FISH	R	6/17/2020	612.92		039292		612.92
05468	Grace Paez							
I-889232	Camping Cancellation - COVID19	R	6/17/2020	60.00		039293		
I-889243	Camping Cancellation - COVID19	R	6/17/2020	60.00		039293		120.00

VENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05469	James Peterson Camping Cancellation - COVID19	R	6/17/2020	201.00		039294		201.00
00188	PETTY CASH Replenish Petty Cash - DO	R	6/17/2020	1,131.09		039295		1,131.09
05470	Fairon Pinto Camping Cancellation - COVID19	R	6/17/2020	237.00		039296		237.00
02928	Playcore Wisconsin, Inc. d/b/a Playground Surface Repair -ENG	R	6/17/2020	22.25		039297		
	I-PJI-0135792-B Camp B & Spec Events PIP -ENG	R	6/17/2020	3,000.70		039297		3,022.95
05471	Ken Pollex Camping Cancellation - COVID19	R	6/17/2020	219.00		039298		219.00
02833	Praxair, Inc Liquid Oxygen - TP	R	6/17/2020	2,273.86		039299		2,273.86
00790	PROFORMA #10 White Envelopes - ADM	R	6/17/2020	1,293.00		039300		
	I-BI85001966A Business Cards - ENG	R	6/17/2020	107.75		039300		1,400.75
02767	Pueblo Water Resources, Inc. Replecement Well Project -ENG	R	6/17/2020	31,635.00		039301		31,635.00
00306	Rincon Consultants, Inc. Running Ridge Zone Improv-ENG	R	6/17/2020	530.25		039302		
	I-21997 Env Services Emily/Canada -ENG	R	6/17/2020	14,452.88		039302		
	I-21998 Robles Prog. Permits - ENG	R	6/17/2020	17,713.63		039302		
	I-22000 Arborist Service - ENG	R	6/17/2020	4,656.25		039302		
	I-22001 Arborist Service Tree Perm-ENG	R	6/17/2020	1,684.25		039302		39,037.26
05473	Maribel Rios Camping Cancellation - COVID19	R	6/17/2020	201.00		039303		201.00
05472	Elizabeth Rodriguez Day Use Cancellation - LCRA	R	6/17/2020	10.00		039304		10.00
01037	SAF-T-FLO INDUSTRIES CORP. Injection Quill Assamble - TP	R	6/17/2020	1,151.53		039305		1,151.53
05474	Lonnie Sims Camping Cancellation - COVID19	R	6/17/2020	99.00		039306		99.00

6/24/2020 1:45 PM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05475	Chenita Smith							
I-898859	Camping Cancellation - COVID19	R	6/17/2020	137.00		039307		137.00
0608	SMITH PIPE & SUPPLY INC.							
I-3586571	Squirrel Bait - LCRA	R	6/17/2020	35.72		039308		35.72
0215	SOUTHERN CALIFORNIA EDISON							
I-061120	Acct#2397969643	R	6/17/2020	29,068.88		039309		29,068.88
05476	Kerry Sprick							
I-892680	Kerry Sprick	R	6/17/2020	109.00		039310		109.00
05477	Mark Starr							
I-894054	Camping Cancellation - COVID19	R	6/17/2020	261.00		039311		261.00
02703	Sunbelt Rentals							
I-101395535-0001	Lift Rental - LCRA	R	6/17/2020	483.79		039312		483.79
05478	Julie Triggs							
I-893944	Camping Cancellation - COVID19	R	6/17/2020	169.00		039313		169.00
01662	TYLER TECHNOLOGIES, INC.							
I-025-294554	UB Monthly Online Fee 06/20	R	6/17/2020	153.00		039314		153.00
05479	Larry Urzua							
I-891312	Camping Cancellation - COVID19	R	6/17/2020	251.00		039315		251.00
0928	US POSTMASTER							
I-061720	CCR Postcards Postage - PR	R	6/17/2020	6,303.00		039316		6,303.00
0246	VENTURA COUNTY AIR POLLUTION							
I-1042813	Air Permit Fee - Heidelberger	R	6/17/2020	623.00		039317		
I-1042816	Air Permit Fee - Signal	R	6/17/2020	623.00		039317		1,246.00
0247	County of Ventura							
I-060120	Encroachment Permits	R	6/17/2020	1,450.00		039318		1,450.00
1283	Verizon Wireless							
I-9855922621	Monthly Cell Charges - DO	R	6/17/2020	5,940.73		039319		
I-9855923076	Monthly Cell Charges - LCRA	R	6/17/2020	541.51		039319		6,482.24
2583	WageWorks							
I-INV2150093	FSA Monthly Admin Fee	R	6/17/2020	175.00		039320		175.00

6/24/2020 1:45 PM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

A/P HISTORY CHECK REPORT

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04010	CALIFORNIA STATE DISBURSEMENT I-CS5202006151715 200000001181291	R	6/17/2020	386.30		039321		386.30
02823	Franchise Tax Board I-G08202006151715 STATE TAX GARNISHMENT	R	6/17/2020	500.00		039322		500.00
00124	ICMA RETIREMENT TRUST - 457 I-DCI202006151715 DEFERRED COMP FLAT I-DI%202006151715 DEFERRED COMP PERCENT	R R	6/17/2020 6/17/2020	425.00 93.65		039323 039323		518.65
00985	NATIONWIDE RETIREMENT SOLUTION I-CUN202006151715 457 CATCH UP I-DCN202006151715 DEFERRED COMP FLAT I-DN%202006151715 DEFERRED COMP PERCENT	R R R	6/17/2020 6/17/2020 6/17/2020	499.23 5,647.10 412.96		039324 039324 039324		6,559.29
00180	S.E.I.U. - LOCAL 721 I-COP202006151715 SEIU 721 COPE I-UND202006151715 UNION DUES	R R	6/17/2020 6/17/2020	45.00 774.00		039325 039325		819.00
05485	James Aguirre I-896375 Camping Cancellation - COVID19	R	6/24/2020	99.00		039326		99.00 ✓
00010	AIRGAS USA LLC I-9971478763 Welding Gasses - PL	R	6/24/2020	267.38		039327		267.38 ✓
03044	Amazon Capital Services I-19FP-FCPP-KX96 Fluke Process Calibrator - EM I-1CJJ-VT97-4H6J Belt Clip for Phone - EM I-1GN9-9YJ3-1GWN Laminated P-touch Tape - ENG I-1J91-CYHT-G6WG Windshield Washer - GARAGE I-1KFh-QYQh-V1TT Webcam & Microphone - ENG I-1MHH-P91J-VTLK Metal Gas Cans - UT I-1Q6X-FT69-M9W1 Plastic Paper Laminator - LCRA I-1R4N-QLQ6-6YXT Ink Cartridges - ADM I-1XDR-WFDK-CY6V Stamp "urgent" - DO	R R R R R R R R R R	6/24/2020 6/24/2020 6/24/2020 6/24/2020 6/24/2020 6/24/2020 6/24/2020 6/24/2020 6/24/2020 6/24/2020	1,485.36 19.21 51.33 41.88 47.18 104.44 65.52 174.56 19.62		039328 039328 039328 039328 039328 039328 039328 039328 039328		2,009.10 ✓
00836	AMERICAN RED CROSS I-22275242 BBP Certs - LCRA	R	6/24/2020	117.00		039329		117.00 ✓
05486	Thomas Angulo I-889495 Camping Cancellation - COVID19	R	6/24/2020	79.00		039330		79.00 ✓
05487	Melissa Armstrong I-892260 Camping Cancellation - COVID19	R	6/24/2020	144.00		039331		144.00 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01666	AT & T I-000014927793 Acct#9391035541	R	6/24/2020	494.05		039332		494.05 ✓
00018	AT & T MOBILITY I-287294256431X06102 Acct#287294256431	R	6/24/2020	2,351.83		039333		2,351.83 ✓
03429	AT&T I-0972765500 Acct# 8310009376372	R	6/24/2020	1,302.40		039334		1,302.40 ✓
03429	AT&T I-1338265506 Acct#8310009376326	R	6/24/2020	1,302.40		039335		1,302.40 ✓
00021	AWA OF VENTURA COUNTY I-06-12608 CCWUC Training - EM	R	6/24/2020	25.00		039336		25.00 ✓
05140	Annette Ayala I-42 Emily & Canada Native Amer-ENG	R	6/24/2020	9,137.00		039337		9,137.00 ✓
00030	B&R TOOL AND SUPPLY CO I-1900945598 Extantion Chain - PL I-1900945843 Demo Hammer - PL I-1900946125 Set Hex Bit - ENG	R R R	6/24/2020 6/24/2020 6/24/2020	108.91 734.32 73.59		039338 039338 039338		916.82 ✓
00679	BAKERSFIELD PIPE & SUPPLY INC I-S2723711.001 Gasket - PL	R	6/24/2020	41.96		039339		41.96 ✓
05488	Jason Barker I-907566 Boat Day Use Refund - LCRA	R	6/24/2020	15.00		039340		15.00 ✓
05489	Russell Beck I-902875 Camping Cancellation - COVID19	R	6/24/2020	201.00		039341		201.00 ✓
03207	BMI PacWest Inc. I-013958 AC Maintenance - DO I-014014 Water Heating Maint - DO	R R	6/24/2020 6/24/2020	576.00 428.04		039342 039342		1,004.04 ✓
05490	Grace Brehenet I-891444 Camping Cancellation - COVID19	R	6/24/2020	109.00		039343		109.00 ✓
05491	Edmond Buenaventura I-895454 Camping Cancellation - COVID19	R	6/24/2020	790.00		039344		790.00 ✓
00494	C.D. LYON CONSTRUCTION, INC. I-060120 Ave 1 PP Piping Work - ENG	R	6/24/2020	85,322.16		039345		85,322.16 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03702	Cannon Corporation							
I-72704	Grand & Lion PL Design - ENG	R	6/24/2020	12,374.53		039346		12,374.53 ✓
00208	CareIQ							
I-6/14495709-1	1102WC180000001 DOS 04/28/20	R	6/24/2020	115.30		039347		
I-6/14498633-1	1102WC180000001 DOS 05/05/20	R	6/24/2020	180.17		039347		
I-6/14498640-1	1102WC180000001 DOS 05/08/20	R	6/24/2020	186.77		039347		482.24 ✓
01023	CARQUEST AUTO PARTS							
I-7294-651818	Headlights - Unit 22	R	6/24/2020	12.81		039348		12.81 ✓
05492	Adela Carreon							
I-888350	Camping Cancellation - COVID19	R	6/24/2020	99.00		039349		99.00 ✓
05493	Emma Castillo							
I-898265	Camping Cancellation - COVID19	R	6/24/2020	456.00		039350		456.00 ✓
05494	Manuel Castro							
I-16-465362	Camping Cancellation - COVID19	R	6/24/2020	125.00		039351		125.00 ✓
05495	Terry Choi							
I-889139	Camping Cancellation - COVID19	R	6/24/2020	201.00		039352		
I-889149	Camping Cancellation - COVID19	R	6/24/2020	169.00		039352		370.00 ✓
04678	Cla-Val, Soundcast, Griswold C							
I-799163	2' Valve - PL	R	6/24/2020	1,026.76		039353		1,026.76 ✓
01843	COASTAL COPY							
I-911031	Copier Usage - WHS	R	6/24/2020	56.47		039354		
I-911157	Copier Usage - LCRA	R	6/24/2020	196.62		039354		253.09 ✓
00060	COASTLINE EQUIPMENT							
I-701417	Bushing & Hydraulic - Unit 114	R	6/24/2020	878.87		039355		878.87 ✓
05496	Paula Connelly							
I-449823	Camping Cancellation - COVID19	R	6/24/2020	103.50		039356		103.50 ✓
05497	William Connelly							
I-896180	Camping Cancellation - COVID19	R	6/24/2020	119.00		039357		119.00 ✓
01483	CORVEL CORPORATION							
I-6/14478221-1	1102WC180000001 DOS 01/31/20	R	6/24/2020	9.50		039358		
I-6/14488531-1	1102WC180000002 DOS 03/19/20	R	6/24/2020	9.50		039358		
I-6/14495709-1	1102WC180000001 DOS 04/28/20	R	6/24/2020	9.50		039358		
I-6/14498633-1	1102WC180000001 DOS 05/05/20	R	6/24/2020	9.50		039358		
I-6/14498640-1	1102WC180000001 DOS 05/08/20	R	6/24/2020	9.50		039358		
I-C00206241082	Claim 1102WC200000006	R	6/24/2020	25.00		039358		
I-C00206242079	CLaim 1102WC180000001	R	6/24/2020	457.20		039358		529.70 ✓

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05498	Lori Counihan							
I-888920	Camping Cancellation - COVID19	R	6/24/2020	158.00		039359		158.00 ✓
02142	Cummins-Allison Corp.							
I-1367293	Currency Counter - LCRA	R	6/24/2020	436.02		039360		436.02 ✓
02041	Custom Mailing Solutions, Inc							
I-8934	Mailing Prop 218 Notice - PR	R	6/24/2020	3,070.09		039361		3,070.09 ✓
01001	CUSTOM PRINTING							
I-156894	Prop 2018 Printing Notice - PR	R	6/24/2020	500.11		039362		500.11 ✓
00079	DANIELS TIRE SERVICE							
I-250106318	Flat Tire Repair - MAINT	R	6/24/2020	99.97		039363		99.97 ✓
00081	DELTA LIQUID ENERGY							
I-E009774	Service Agreement to 03/30/21	R	6/24/2020	85.00		039364		85.00 ✓
02544	Department of Justice							
I-453881	Fingerprinting - PR	R	6/24/2020	32.00		039365		32.00 ✓
03910	DoiT International USA, INC							
I-IN204000669	Google Apps 04/20	R	6/24/2020	1,450.40		039366		1,450.40 ✓
00086	E.J. Harrison & Sons Inc							
I-1622	Acct#500766090	R	6/24/2020	521.63		039367		521.63 ✓
00086	E.J. Harrison & Sons Inc							
I-4288	Acct#1C00114748	R	6/24/2020	60.00		039368		60.00 ✓
00086	E.J. Harrison & Sons Inc							
I-4399	Acct#1C00053370	R	6/24/2020	241.91		039369		241.91 ✓
00086	E.J. Harrison & Sons Inc							
I-4418	Acct#1C00054230	R	6/24/2020	105.00		039370		105.00 ✓
00086	E.J. Harrison & Sons Inc							
I-4419	Acct#1C00054240	R	6/24/2020	394.22		039371		394.22 ✓
05499	James Emch							
I-896799	Camping Cancellation - COVID19	R	6/24/2020	119.00		039372		119.00 ✓
00095	FAMCON PIPE & SUPPLY							
I-S100028397.002	CMWD G3 Lids - PL	R	6/24/2020	4,290.00		039373		
I-S100028853.001	12' Falange & Pipe - PL	R	6/24/2020	1,562.10		039373		
I-S100029851.001	1' Poly Pipe - PL	R	6/24/2020	268.13		039373		6,120.23 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03640	Famcon Utility Supply, Inc. Penta Handle - PL	R	6/24/2020	188.76		039374		188.76 ✓
00013	FERGUSON ENTERPRISES INC Torch Gun & Coil - PL	R	6/24/2020	280.62		039375		280.62 ✓
00099	FGL ENVIRONMENTAL Reservoir Raw 05/11/20	R	6/24/2020	30.00		039376		
	I-006534A OWS EPA 524.02 05/19/20	R	6/24/2020	120.00		039376		
	I-006863A Manganese Monitoring 05/21/20	R	6/24/2020	120.00		039376		
	I-006865A Nitrate Monitoring 05/26/20	R	6/24/2020	43.00		039376		313.00 ✓
04858	Fiona Hutton & Associates, Inc PR Consulting Services - PR	R	6/24/2020	15,810.56		039377		15,810.56 ✓
00104	FRED'S TIRE MAN Tires - Unit 15	R	6/24/2020	884.80		039378		
	I-125077 Flat Tire - Unit 47	R	6/24/2020	20.00		039378		
	I-125229 Oil Change - Unit 17	R	6/24/2020	48.61		039378		953.41 ✓
00106	FRONTIER PAINT Paint - PL	R	6/24/2020	40.52		039379		40.52 ✓
02720	Garda CL West, Inc. Armored Truck Service	R	6/24/2020	753.26		039380		753.26 ✓
05500	Cathey Gordon Camping Cancellation - COVID19	R	6/24/2020	119.00		039381		119.00 ✓
00115	GRAINGER, INC Pump Flow Meter - GARAGE	R	6/24/2020	293.08		039382		
	I-9565729010 Sediment Filter Sock - LAB	R	6/24/2020	169.41		039382		462.49 ✓
05501	Rachel Graves Camping Cancellation - COVID19	R	6/24/2020	2,923.00		039383		2,923.00 ✓
04983	Ayrian Gridiron Camping Cancellation - COVID19	R	6/24/2020	69.00		039384		
	I-901725 Camping Cancellation - COVID19	R	6/24/2020	69.00		039384		138.00 ✓
05502	Arlene Gutierrez Camping Cancellation - COVID19	R	6/24/2020	396.00		039385		396.00 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01052 I-919267	HARBOR FREIGHT TOOLS USA, INC Paint Brush - LCRA	R	6/24/2020	17.22		039386		17.22 ✓
05503 I-896791	Amanda Hoffman Camping Cancellation - COVID19	R	6/24/2020	137.00		039387		137.00 ✓
04675 I-887470	Roy Holbert Camping Cancellation - COVID19	R	6/24/2020	381.00		039388		381.00 ✓
00596 I-4360371	HOME DEPOT Stacked Dado - MAINT	R	6/24/2020	178.08		039389		178.08 ✓
00127 I-211341-1	INDUSTRIAL BOLT & SUPPLY Nuts & Bolts - PL	R	6/24/2020	77.15		039390		77.15 ✓
05504 I-899504	Priya Jackson Camping Cancellation - COVID19	R	6/24/2020	69.00		039391		69.00 ✓
00131 I-824008	JCI JONES CHEMICALS, INC Chlorine - TP, CM 824014	R	6/24/2020	1,650.00		039392		1,650.00 ✓
05505 I-886992	Gary Kaiser Camping Cancellation - COVID19	R	6/24/2020	958.00		039393		958.00 ✓
02658 I-1499369	Liebert Cassidy Whitmore Metter # CA182-00001 05/20	R	6/24/2020	114.00		039394		114.00 ✓
05506 I-900695	Laura Locey Camping Cancellation - COVID19	R	6/24/2020	201.00		039395		201.00 ✓
05507 I-894251	Anthony Luben Camping Cancellation - COVID19	R	6/24/2020	261.00		039396		261.00 ✓
05508 I-895431	Angie Luna Camping Cancellation - COVID19	R	6/24/2020	144.00		039397		144.00 ✓
05509 I-898504 I-898825	Alejandro Maldonado Camping Cancellation - COVID19 Camping Cancellation - COVID19	R R	6/24/2020 6/24/2020	327.00 109.00		039398 039398		436.00 ✓
05510 I-900054	Ana Marroquin Camping Cancellation - COVID19	R	6/24/2020	137.00		039399		137.00 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04661	Vincent Mason							
I-891736	Camping Cancellation - COVID19	R	6/24/2020	129.00		039400		129.00 ✓
03631	Suzanne McCabe							
I-889520	Camping Cancellation - COVID19	R	6/24/2020	213.00		039401		213.00 ✓
05511	Sherri McGuire							
I-890414	Camping Cancellation - COVID19	R	6/24/2020	182.00		039402		182.00 ✓
05512	Michael Medel							
I-898233	Camping Cancellation - COVID19	R	6/24/2020	158.00		039403		158.00 ✓
00151	MEINERS OAKS ACE HARDWARE							
I-923170	Fittings - UT	R	6/24/2020	7.33		039404		
I-925210	Paint Brushes & Gloves - PL	R	6/24/2020	92.15		039404		
I-926603	Padlock Comb - ENG	R	6/24/2020	34.14		039404		
I-928125	Clamp - UT	R	6/24/2020	4.25		039404		
I-928147	Broom & Paint Brush - TP	R	6/24/2020	59.80		039404		
I-928240	Wood - SAFETY	R	6/24/2020	24.62		039404		
I-928323	Washer, Bolt & Screws - MAINT	R	6/24/2020	26.03		039404		
I-928598	Plier & Faucet Line - LCRA	R	6/24/2020	20.96		039404		
I-928653	Brass Nipple - UT	R	6/24/2020	29.82		039404		
I-928741	Pressure Treated & Screw -LCRA	R	6/24/2020	119.65		039404		
I-928773	Channel Trim & Hinge - WP	R	6/24/2020	24.37		039404		
I-928841	Pressure Treated & Screw -LCRA	R	6/24/2020	255.31		039404		
I-928904	Fittings - LCRA	R	6/24/2020	24.91		039404		
I-928960	Flat Wash & Bolts - LCRA	R	6/24/2020	36.78		039404		
I-929005	Gloves & Garden Sprayer - WP	R	6/24/2020	28.84		039404		788.96 ✓
03444	Mission Linen Supply							
I-512661071	Uniforms Pant - PL	R	6/24/2020	28.71		039406		
I-512661072	Uniform Pants - MAINT	R	6/24/2020	27.00		039406		
I-512661073	Uniform Pants - UT	R	6/24/2020	28.56		039406		
I-512661075	Uniform Pants - TP	R	6/24/2020	35.98		039406		120.25 ✓
00149	MRC Global							
I-5194527001	Flanges for Fortress - PL	R	6/24/2020	173.11		039407		173.11 ✓
00625	OfficeTeam							
I-559444487	Water Quality Temp - 6/06-6/12	R	6/24/2020	594.00		039408		594.00 ✓
01570	Ojai Auto Supply							
I-493361	Mercon V ATF - GARAGE	R	6/24/2020	29.09		039409		29.09 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00165	OJAI LUMBER CO, INC							
I-2006-980672	Hammer & Duct Tape - UT	R	6/24/2020	60.65		039410		
I-2006-980881	Roller Cover - ENG	R	6/24/2020	21.32		039410		
I-2006-980885	Hex Nuts & Washer - ENG	R	6/24/2020	17.42		039410		99.39 ✓
01464	OJAI PRINT WORKS							
I-3352	Hats - PL	R	6/24/2020	656.37		039411		656.37 ✓
00602	OJAI TRUE VALUE							
I-52654	Insecticide - LAB	R	6/24/2020	18.48		039412		18.48 ✓
00168	OJAI VALLEY NEWS							
I-300036246	Legal Notice - PR	R	6/24/2020	20.00		039413		
I-300036294	Legal Notice - PR	R	6/24/2020	16.00		039413		36.00 ✓
05513	Ruby Ortiz							
I-896730	Camping Cancellation - COVID19	R	6/24/2020	297.00		039414		297.00 ✓
04290	Sylvia Pena							
I-889162	Camping Cancellation - COVID19	R	6/24/2020	99.00		039415		99.00 ✓
02053	Photo-Scan of Los Angeles, Inc							
I-25939	Security Cameras & Access Cont	R	6/24/2020	26,544.23		039416		26,544.23 ✓
02187	Pitney Bowes Inc							
I-1015775819	Quarterly Postage Maint - ADM	R	6/24/2020	112.61		039417		112.61 ✓
05514	Resemary Polito							
I-905384	Camping Cancellation - LCRA	R	6/24/2020	126.00		039418		126.00 ✓
00823	POLYDYNE, INC.							
I-1462182	Cationic Polymer - TP	R	6/24/2020	18,840.00		039419		18,840.00 ✓
02833	Praxair, Inc							
I-97175941	Liquid Oxigen - TP	R	6/24/2020	2,327.79		039420		
I-97196898	Liquid Oxigen - TP	R	6/24/2020	2,394.61		039420		4,722.40 ✓
00790	PROFORMA							
I-BI85001995A	Hats - PR	R	6/24/2020	77.50		039421		
I-BI85002037A	Long Sleeve Shirt - EM	R	6/24/2020	116.24		039421		193.74 ✓
03554	J. Harris Industrial Water Tre							
I-1805168	Water Softner Service - WP	R	6/24/2020	141.75		039422		141.75 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05515 I-887462	Alfredo Ramos Camping Cancellation - COVID19	R	6/24/2020	274.00		039423		274.00 ✓
05516 I-907416	Elisa Ramos Day Use Refund - LCRA	R	6/24/2020	20.00		039424		20.00 ✓
05517 I-896521	Christina Reyes Camping Cancellation - COVID19	R	6/24/2020	114.00		039425		114.00 ✓
00306 I-21995	Rincon Consultants, Inc. Env Permit Support Robles -ENG	R	6/24/2020	4,971.05		039426		4,971.05 ✓
05518 I-898187	Julie Rini Camping Cancellation - COVID19	R	6/24/2020	141.00		039427		141.00 ✓
00313 I-29437 I-29466	ROCK LONG'S AUTOMOTIVE Oil Change - Unit 12 Engine Check - Unit 16	R R	6/24/2020 6/24/2020	208.76 256.84		039428 039428		465.60 ✓
05519 I-894712	John Russell Camping Cancellation - COVID19	R	6/24/2020	137.00		039429		137.00 ✓
02475 I-870289	Rutan & Tucker, LLP Acct#029518-003 05/20	R	6/24/2020	1,350.50		039430		1,350.50 ✓
05520 I-898319	Narciso Saldana Camping Cancellation - COVID19	R	6/24/2020	137.00		039431		137.00 ✓
02837 I-3353 I-3377 I-3378	Sam Hill & Sons, Inc. Emergency Repair Rincon 2M -PL Pipeline Sewer Leach Replaceme Pipeline Sewer Leach Replaceme	R R R	6/24/2020 6/24/2020 6/24/2020	14,455.24 20,910.00 1,142.00		039432 039432 039432		36,507.24 ✓
02756 I-1647571-IN	SC Fuels Gas & Diesel - LCRA	R	6/24/2020	2,894.03		039433		2,894.03 ✓
05521 I-891310	Jeanne Simones Camping Cancellation - COVID19	R	6/24/2020	251.00		039434		251.00 ✓
04620 I-902051	Kimiko Soto Camping Cancellation - COVID19	R	6/24/2020	219.00		039435		219.00 ✓
00215 I-062320	SOUTHERN CALIFORNIA EDISON Acct#2266156405	R	6/24/2020	180.03		039436		180.03 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00216	Southern California Gas Co.							
I-062420a	Acct#00801443003	R	6/24/2020	224.20		039437		
I-062420b	Acct#18231433006	R	6/24/2020	37.31		039437		261.51 ✓
05522	Michael Spears							
I-887550	Camping Cancellation - COVID19	R	6/24/2020	402.00		039438		402.00 ✓
02950	Stantec Consulting Services In							
I-1667636	Casitas Master Plant - ENG	R	6/24/2020	22,996.86		039439		
I-1667689	Comprehensive Water Res. Plan	R	6/24/2020	3,639.25		039439		26,636.11 ✓
00048	STATE OF CALIFORNIA							
I-070120	State Water Payment	R	6/24/2020	858,234.00		039440		858,234.00 ✓
02707	State Ready Mix Inc.							
I-577434	Concrete - ENG	R	6/24/2020	437.02		039441		437.02 ✓
02703	Sunbelt Rentals							
I-101075109-0002	Hydraulic Power Plant - PL	R	6/24/2020	969.11		039442		969.11 ✓
01696	SUPERIOR MACHINE							
I-4359	Drill Holes in Hydrant Spools	R	6/24/2020	3,771.25		039443		
I-4360	Machine Two Flanges - UT	R	6/24/2020	355.58		039443		
I-4361	Flanges for Rincon Leak - PL	R	6/24/2020	323.25		039443		4,450.08 ✓
02643	Take Care by WageWorks							
I-10968523	Reimburse Med/Dep Care	R	6/24/2020	982.33		039444		
I-10984822	Reimburse Med/Dep Care	R	6/24/2020	10.00		039444		992.33 ✓
03001	TimeClock Plus							
C-533471CR	Timeclock Licenses CR Memo	R	6/24/2020	3,360.00CR		039445		
I-533471	TimeClock Plus Licences - LCRA	R	6/24/2020	5,760.00		039445		2,400.00 ✓
02527	Traffic Technologies LLC							
I-34727	No Parking Signs - MAINT	R	6/24/2020	241.36		039446		
I-34728	Signs for New Gate - MAINT	R	6/24/2020	71.12		039446		312.48 ✓
09465	TRAVIS AGRICULTURAL CONSTRUCTI							
I-191258	Robles Prototype Backspray-ENG	R	6/24/2020	723.48		039447		723.48 ✓
00254	VENTURA LOCKSMITHS							
I-RH 616205	Duplicate Key - Unit 117	R	6/24/2020	37.71		039448		37.71 ✓

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04732	Ventura Orthopedics Medical Gr							
I-6/14488531-1	1102WC180000002 DOS 03/19/19	R	6/24/2020	10.75		039449		10.75
09955	VENTURA WHOLESALE ELECTRIC							
I-252924	Clamp & Adapters - ENG	R	6/24/2020	27.39		039450		27.39
05523	Erin Villaverde							
I-893836	Camping Cancellation - COVID19	R	6/24/2020	379.00		039451		379.00
02854	Water Works Engineers, LLC							
C-061620	CR Memo for Invoice 10384	R	6/24/2020	39,995.68CR		039452		
I-10384	VTA/CARP Intertie - ENG	R	6/24/2020	39,995.68		039452		
I-10635	VTA/CARP Intertie - ENG	R	6/24/2020	10,853.63		039452		
I-10725	Dam Drainage Lmps - ENG	R	6/24/2020	22,209.91		039452		33,063.54
00663	WAXIE SANITARY SUPPLY							
I-79215718	Gloves & Janitorial Supplies-DO	R	6/24/2020	968.18		039453		
I-79244270	Janitorial Supplies - DO	R	6/24/2020	502.83		039453		1,471.01
05524	Robin Weber							
I-893786	Camping Cancellation - COVID19	R	6/24/2020	119.00		039454		119.00
00270	Wells Fargo Bank							
I-061020	Service Fee for OPC	R	6/24/2020	5.42		039455		
I-061020a	Return to Work Webinar - MGMT	R	6/24/2020	200.00		039455		
I-061020b	Notary Renew Pkg - MGMT	R	6/24/2020	750.80		039455		
I-061020c	Hand Sanitizer - DO	R	6/24/2020	53.63		039455		
I-061020d	Pump Truck Health Permith-LCRA	R	6/24/2020	252.00		039455		1,261.85
00330	WHITE CAP CONSTRUCTION SUPPLY							
I-10012431757	Gloves & Cement - PL	R	6/24/2020	688.62		039456		688.62
05525	Debby Williams							
I-896083	Camping Cancellation - COVID19	R	6/24/2020	144.00		039457		144.00
05526	Jay Wright							
I-895297	Camping Cancellation - COVID19	R	6/24/2020	79.00		039458		79.00
05527	Reiona Ysaguirre							
I-898555	Camping Cancellation - COVID19	R	6/24/2020	411.00		039459		411.00
03206	U.S. Bank Global Corporate Tru							
I-1613444	Tax Bonds, Series B	R	6/24/2020	1,152,147.47		039462		1,152,147.47

6/24/2020 1:45 PM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 6/11/2020 THRU 6/24/2020

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
10270	Wells Fargo Bank							
I-061020f	Zanitizer - DO	R	6/24/2020	1,089.76		039463		
I-061020g	GSM Gowns - LCRA	R	6/24/2020	699.00		039463		1,788.76

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	221	2,551,270.70	0.00	2,551,270.70
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	153,544.24	0.00	153,544.24
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
			224	2,704,814.94	0.00	2,704,814.94
BANK: AP	TOTALS:		224	2,704,814.94	0.00	2,704,814.94
REPORT TOTALS:			224	2,704,814.94	0.00	2,704,814.94

Void Check # 34222, Reissue
 Void Check # 38666
 Void Check # 38372, Reissue
 Void Check # 36310, Reissue
 Void Check # 38831, Reissue

(\$ 246.00)
 (\$ 252.00)
 (\$ 1,450.40)
 (\$ 656.37)
 (\$ 50,849.31)

 2,651,360.86

Casitas Municipal Water District
Reimbursement Disclosure Report (1)
Fiscal Year 2018/19
July 1, 2019-June 30, 2020

<u>Date paid</u>	<u>Board of Director/Employee</u>	<u>Description</u>	<u>Amount Paid</u>
7/3/2019	Gonzalo Carbajal-Ramirez	D2 Certification Fee	125.00
7/3/2019	Scott Lewis	Airfare to CMWD 5/15-5/17	704.00
7/3/2019	Scott Lewis	Hotel 5/15-5/17	179.48
7/3/2019	Scott Lewis	Car Rental 5/15-5/17	277.84
7/3/2019	Scott Lewis	Airfare to CMWD 6/9-6/14	539.99
7/3/2019	Scott Lewis	Hotel 6/9-6/14	547.45
7/3/2019	Jordan Switzer	Lab Analyst Grade 1 Fee	120.00
7/3/2019	Jordan Switzer	Water Treatment Course Fee	163.53
7/10/2019	Brian Brennan	Reimburse Mileage 6/19	156.8
7/10/2019	Scott Lewis	Airfare Change Fee	197.4
7/10/2019	Scott Lewis	Car Rental 6/9-6/14	416.17
7/10/2019	Scott Lewis	Hotel 6/14-6/15	148.97
7/10/2019	Traci Ozuna	Craft Supplies for Jr. Ranger Program	182.20
7/25/2019	Stuart Birdsey	Thermal Paper	271.49
7/25/2019	Luis Mejia	Trucking School Training	295.00
7/25/2019	Gustavo Muro Jr.	Hotel for ESRI Conference	827.46
7/25/2019	Dylan Palmer	Safety Boot Stipend	102.31
7/31/2019	Joe Evans	Portable Radios	134.01
7/31/2019	Chelbi Kelley	Hotel for Audit Water Course	160.27
7/31/2019	Chelbi Kelley	Mileage for Audit Water Course	135.72
7/31/2019	Scott MacDonald	D4 Certification Renewal	105.00
7/31/2019	Greg Romey	Lunch For Safety Trainings	373.29
7/31/2019	Brian Taylor	CEU Reimbursement	125.00
8/7/2019	Lindsay Cao	CEWA Renewal Fee	192.00
8/7/2019	Gonzalo Carbajal-Ramirez	Safety Boot Stipend	170.00
8/14/2019	Kevin Champlin	Safety Boot Stipend	170.00
8/14/2019	Ramiro Garcia	Safety Boot Stipend	170.00
8/14/2019	Vincent Godinez	Safety Boot Stipend	170.00
8/14/2019	Gerardo Herrera	Safety Boot Stipend	170.00
8/14/2019	Eric Lara	Safety Boot Stipend	170.00
8/14/2019	Mario Mariscal	Safety Boot Stipend	170.00
8/14/2019	Levi Maxwell	Safety Boot Stipend	170.00
8/14/2019	Luis Mejia	Safety Boot Stipend	170.00
8/14/2019	David Pope	Safety Boot Stipend	170.00
8/14/2019	David Pope	Reimburse Mileage 8/19	230.84
8/14/2019	David Pope	Hotel for Pesticide Exam	200.93
8/14/2019	Edgar Ramos	Safety Boot Stipend	170.00
8/14/2019	Michael Robles	Safety Boot Stipend	170.00
8/14/2019	Luke Soholt	County Possessory Taxes for Dam Tender House	424.23
8/14/2019	Brian Taylor	Safety Boot Stipend	170.00
9/4/2019	Kevin Champlin	Water Treatment Book	140.00
9/4/2019	Greg Romey	AC Pipe Wrap	101.29
9/4/2019	Greg Romey	Vehicle Taxes	201.00
9/4/2019	Greg Romey	Utility Cabinet	144.39
9/4/2019	Greg Romey	Trackers for Keys	171.60
9/11/2019	Michael Robles	Distribution Course Fee	163.53
9/18/2019	Gonzalo Carbajal-Ramirez	Water Treatment Course Fee	162.53
9/18/2019	Scott Lewis	Airfare to CMWD 8/18-8/30	587.99
9/18/2019	Scott Lewis	Hotel 8/18-8/30	1132.88
9/18/2019	Scott Lewis	Car Rental 8/18-8/30	732.89
9/18/2019	Scott Lewis	Airport Parking	195.00
10/3/2019	David Pope	Hotel for DPR Pesticide Test	133.28
10/9/2019	Brian Brennan	Reimburse Mileage 9/19	162.40
10/9/2019	Joel Cox	Advance for Sensus Conference	138.00
10/9/2019	Eric Lara	Advance for Sensus Conference	888.00

Casitas Municipal Water District
Reimbursement Disclosure Report (1)
Fiscal Year 2018/19
July 1, 2019-June 30, 2020

10/9/2019	Edgar Ramos	Advance for Sensus Conference	888.00
10/16/2019	Greg Romey	Advance for ASSP Training	1565.92
10/16/2019	Greg Romey	Waste Disposal Reimbursement	428.92
11/7/2019	Denise Collin	Reimburse Mileage 9/19	199.41
11/7/2019	Greg Romey	ASSP Membership Fee	230.00
11/7/2019	Brian Taylor	Hotel For AWWA Conference	529.86
11/13/2019	Brian Brennan	Reimburse Mileage 10/19	133.40
11/13/2019	Corban Suggs	Hotel For Sensus Conference	736.83
11/21/2019	Carol Belser	CPRS Job Listing	100.00
11/21/2019	Joel Cox	Hotel For Sensus Conference	814.83
11/27/2019	Greg Romey	Reimburse Mileage 11/19	151.38
11/27/2019	Greg Romey	Hotel For CalOES Training	205.56
12/4/2019	John Simon	Safety Boot Stipend	170.00
12/11/2019	Joe Martinez III	WIT III Training Advance	570.38
12/11/2019	Scott Lewis	Office Chairs + Supplies	183.82
12/11/2019	Scott Lewis	Fisheries Supplies	125.12
12/11/2019	Scott Lewis	Car Rental	1235.36
12/11/2019	Scott Lewis	Airport Parking	255.00
12/11/2019	Scott Lewis	Airfare to CMWD	589.99
12/11/2019	Corban Suggs	Reimburse Maileage 11/19-11/20	118.32
12/11/2019	Michael Shields	O&M Crew Meal @ Robles	131.33
12/18/2019	Brian Brennan	Hotel For ACWA	580.55
12/18/2019	Brian Brennan	Reimburse Mileage 11/19	113.66
12/18/2019	Kevin Nguyen	Windows 10 Licenses	249.76
12/26/2019	Gerardo M Herrera	Luncheon Reimbursement	168.20
12/16/2019	Gerardo M Herrera	Reimbursement of Class Expenses	311.00
12/26/2019	Peter M Kaiser	Reimburse Mileage 01/14/19-11/13/19	176.32
12/26/2019	Vincent Godinez	Reimbursement of Class Expenses	190.00
1/2/2020	Scott MacDonald	T4 Certification Fee	105.00
1/16/2020	Eric Lara	D1 & T1 Certification Fee	200.00
1/21/2020	Diana Impeartrice	Conference Advance	549.70
1/22/2020	Scott Lewis	Hotel 12/4-12/15	793.06
1/22/2020	Scott Lewis	Airfare Change Fee	233.01
1/22/2020	Scott Lewis	Hotel 12/15-12/19	393.40
1/22/2020	Scott Lewis	Rental Car 12/4-12/19	1188.43
1/22/2020	Scott Lewis	Airport Parking	239.00
1/22/2020	Scott Lewis	Fall Tuition	2001.86
1/29/2020	Joel Cox	T4 Certification Fee	105.00
1/29/2020	Joel Cox	T4 Continuing Education Package	125.00
2/12/2020	Anthony Albanez	Safety Boot Stipend	170.00
2/12/2020	Eric Behrendt	Safety Boot Stipend	170.00
2/12/2020	Scott Byron	Safety Boot Stipend	170.00
2/12/2020	Lindsay Cao	Safety Boot Stipend	170.00
2/12/2020	Gonzalo Carbajal-Ramirez	Safety Boot Stipend	170.00
2/12/2020	Virgil Clary	Safety Boot Stipend	170.00
2/12/2020	Joel Cox	Safety Boot Stipend	170.00
2/12/2020	Alvin Domingo	Safety Boot Stipend	170.00
2/12/2020	Todd Evans	Safety Boot Stipend	170.00
2/12/2020	Ramiro Garcia	Safety Boot Stipend	170.00
2/12/2020	Vincent Godinez	Safety Boot Stipend	170.00
2/12/2020	Eric Grabowski	Safety Boot Stipend	170.00
2/12/2020	Ken Grinnell	Safety Boot Stipend	170.00
2/12/2020	Willis Hand	Safety Boot Stipend	170.00
2/12/2020	Grerardo M Herrera	Safety Boot Stipend	170.00
2/12/2020	Joe Martinez III	Cal Park Ranger Conference Advance	734.67
2/12/2020	Joe Martinez III	Fuel Reimbursment for Conf.	134.00

Casitas Municipal Water District
Reimbursement Disclosure Report (1)
Fiscal Year 2018/19
July 1, 2019-June 30, 2020

2/12/2020	Eric Lane	Safety Boot Stipend	170.00
2/12/2020	Eric Lara	Safety Boot Stipend	170.00
2/12/2020	Tim Lawson	Safety Boot Stipend	170.00
2/12/2020	Ivan Lopez	Safety Boot Stipend	170.00
2/12/2020	Scott MacDonald	Safety Boot Stipend	170.00
2/12/2020	Mario Mariscal	Safety Boot Stipend	170.00
2/12/2020	Ian McMahon	Safety Boot Stipend	170.00
2/12/2020	Tracy Medeiros	Safety Boot Stipend	170.00
2/12/2020	Luis Mejia	Safety Boot Stipend	170.00
2/12/2020	Gustavo Muro Jr.	Safety Boot Stipend	170.00
2/12/2020	Curtis Orozco	Safety Boot Stipend	170.00
2/12/2020	David Pope	Safety Boot Stipend	170.00
2/12/2020	Edgar Ramos	Safety Boot Stipend	170.00
2/12/2020	William Reeder	Safety Boot Stipend	170.00
2/12/2020	Michael Robles	Safety Boot Stipend	170.00
2/12/2020	Steven Sharp	Safety Boot Stipend	170.00
2/12/2020	Luke Soholt	Safety Boot Stipend	170.00
2/12/2020	Stephen Sulkowski	Cal Park Ranger Conference Advance	734.67
2/12/2020	Jordan Switzer	Safety Boot Stipend	170.00
2/12/2020	Brian Taylor	Safety Boot Stipend	170.00
2/12/2020	Cameron Tindle	Safety Boot Stipend	170.00
2/26/2020	Scot Byron	Hotel for Cla-val	220.16
2/26/2020	Julie Howard	CPRS Conference Advance	908.00
2/26/2020	Chelbi Kelley	AWWA Conference Advance	611.10
3/18/2020	Scott Lewis	Fisheries Supplies	107.60
3/18/2020	Scott Lewis	Hotel 02/07-02/09	181.72
3/18/2020	Scott Lewis	Air Fair Change	125.00
3/18/2020	Scott Lewis	Car Rental	1318.43
3/18/2020	Scott Lewis	Airport Parking	270.00
3/18/2020	Scott Lewis	Airfare to CMWD	463.40
3/18/2020	Scott Lewis	Airfare to CMWD	475.40
3/18/2020	Scott Lewis	Printer & Toner	665.95
3/18/2020	Scott Lewis	Hotel 01/23-02/07	1126.58
4/29/2020	Scott Lewis	Hotel 03/02-03/11	769.58
4/29/2020	Scott Lewis	Fisheries Supplies	164.74
4/29/2020	Scott Lewis	Hote 03/11-03/13	188.44
4/29/2020	Scott Lewis	Rental Car	853.12
4/29/2020	Scott Lewis	Airport Parking	180.00
4/29/2020	Scott Lewis	Air Fair to CMWD	463.40
4/29/2020	Scott Lewis	Hotel 03/16-03/23	740.40
4/29/2020	Scott Lewis	Hotel 03/23-03-27	247.50
4/29/2020	Scott Lewis	Airport Parking	180.00
5/6/2020	Denise Collin	Ink for Printer	138.31
5/6/2020	David Pope	Rekeing Locks at OWS Wellfield	158.00
5/13/2020	Rebekah Vieira	Tuition Reimbursment	1200.00
5/20/2020	Michael Gibson	Reimburse Mileage 04/20	152.38
5/20/2020	Michael Gibson	Waders	343.47
5/20/2020	Michael Gibson	Waders	306.74
5/20/2020	Ramiro Garcia	Class Reimbursment	217.00
5/27/2020	Luke Soholt	Tuition Reimbursment	478.67
6/10/2020	Joel Cox	Meal Reimbursment for Rincon leak	170.39

1) Reimbursement Disclosure Report prepared pursuant to California Government Code 53065.5

CASITAS MUNICIPAL WATER DISTRICT MEMORANDUM

TO: BOARD OF DIRECTORS

FROM: DIANA IMPEARTRICE, HUMAN RESOURCES MANAGER

SUBJECT: ASSOCIATE FISHERIES BIOLOGIST JOB DESCRIPTION UPDATE
AND RECLASSIFICATION

DATE: JULY 8, 2020

RECOMMENDATION:

Approve the updated Associate Fisheries Biologist job description and request for reclassification from the General Unit to the Supervisory and Professional Unit.

BACKGROUND AND DISCUSSION:

Board Resolution 01-16, Employer-Employee Resolution, defines a Professional Employee as “employees engaged in work requiring specialized knowledge and skills attained through completion of a prolonged recognized course of specialized intellectual and study, including, but not limited to, engineers, architects, and various types of physical, chemical and biological scientists.”

As defined above the position meets the qualification of a Professional Employee. The Fisheries Program Manager requested the classification adjustment and after reviewing the request and the position the General Manager and Human Resources Manager concur.

The job classification adjustment of transferring the position from General Unit (E31) to Supervisory & Profession Unit (S22) is justified.

The Personnel Committee supported the reclassification at the May 12, 2020 meeting and the SEIU Union has approved the job description.

BUDGET IMPACT:

The annual salary change will increase by \$1,532.96 with limited impact to employer payroll taxes; vacation monthly accrual will increase by 2.66 hours.

Attachment: Associate Fisheries Biologist Job Description

CASITAS MUNICIPAL WATER DISTRICT

JOB TITLE: Associate Fisheries Biologist
REPORTS TO: Fisheries Program Manager
SALARY LEVEL: S22
DATE: May 2020
FLSA Status: Non-Exempt

Associate Fisheries Biologist

Under the general direction of the Fisheries Program Manager, the Associate Fisheries Biologist will be responsible for carrying out components of the Fisheries Program for Casitas Municipal Water District. The Associate Fisheries Biologist must be skilled in many areas of the fisheries field that includes:

Monitoring and Research

- Conduct fish related studies including but not limited to; upstream fish migration impediment evaluation, sandbar/estuary monitoring, fish attraction evaluation, downstream fish passage evaluation, evaluate downstream migration, water depths and velocities monitoring, and fish passage monitoring.
- Biological monitoring for Robles Diversion/Fish Passage operations.
- Record clear and accurate field notes.

Administration/Communication

- Estimate time, materials, and equipment required for study tasks and requisitioning of materials/equipment as needed.
- Record minutes of regulatory meetings for proper documentation.
- Answer phone, copy, print, fax, and scan documents.
- Maintain effective working relationship with co-workers, regulatory agencies, customers, and public.

Data Entry and Manipulation/Writing

- Input data into spreadsheets and databases.
- Create tables, graphs, and figures for reports and presentations.
- Assisting or writing of reports including; state and federal grants, annual progress report, annual work plan, fisheries management plan, and biological monitoring reports as needed.
- Conduct literature searches and analyses others sources of information.
- Maintain Casitas' Fisheries Program library as directed.

Other Duties

- Training and day-to-day direction of Fisheries Technicians in all aspects of the Casitas Fisheries Program.
- Adhere to safe work practices and procedures and represent the Fisheries Program on the Safety Committee as needed.

Knowledge, Experience, and Skills

- Operate and maintain a variety of fisheries equipment including; velocity meter, electrofisher, nets, seines, traps, GPS units, temperature data loggers, aquatic life-support system, water quality meters, fish counting device, surveying equipment, radio/PIT tags, radio antenna and receiver, microscope, hand and power tools and motor boats.
- Work independently and/or in a small group in the absence of direct supervision.
- Properly handle fish, take fin clips and scale samples, anesthetize fish, and know habitat requirements for adult and juvenile steelhead.
- Scientific methods/techniques/procedures for conducting fishery related studies including; presence/absences surveying (snorkel/bank and electrofishing surveying): stream habitat mapping; redd surveys; tagging, trapping, and handling of fish; fin clipping for genetic analysis; scale removal for aging; specimen collecting, preserving, and cataloging; stream discharge measurements; stream channel profiling; stage-discharge modeling; GPS/GIS acquisition and analysis.
- Occupational hazards and standard safety practices.
- Software including: Access, Excel, Word, Internet Explorer, Outlook, Acrobat, Photoshop, Arcview, Datastream, Winari, Maricam, Endnote, Photomapper, Hoboware/Boxcar Pro, Hotsync, Swoffer Data Transfer, Global Logger, Pathfinder, Mapsource, Sigma Plot, and Statistix.

Working Conditions and Physical Requirements

Walk long distances over uneven, slippery terrain. Swim and tread water for prolonged periods of time, frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Good physical condition and must be able to bend, kneel, stoop, sit, walk, use both hands, sit and/or stand for extended periods of time; carry, push, pull, reach or lift equipment, materials or supplies weighing up to 25 pounds; walk in uneven or slippery/rocky terrain while carrying equipment; work in an indoor and outdoor environment ranging from cold/rainy to very warm and humid, hearing and vision within correctable ranges.

Qualifications

Qualified applicants must have a 4-year degree in Fisheries, Biology, Ecology, or closely related field. Applicants must have at least 2 years post-degree of experience in a closely related field. Applicants must have an appropriate and valid operator's license issued by the California Department of Motor Vehicles.

Date: _____

Employee Signature

CASITAS MUNICIPAL WATER DISTRICT MEMORANDUM

TO: BOARD OF DIRECTORS

FROM: DIANA IMPEARTRICE, HUMAN RESOURCES MANAGER

SUBJECT: INFORMATION SYSTEMS TECHNOLOGY ADMINISTRATOR JOB DESCRIPTION UPDATE AND RECLASSIFICATION

DATE: JULY 8, 2020

RECOMMENDATION:

Approve the updated Information Systems Technology Administrator job description and request for reclassification from the General Unit to the Supervisory and Professional Unit.

BACKGROUND AND DISCUSSION:

Board Resolution 01-16, Employer-Employee Resolution, defines a Professional Employee as “employees engaged in work requiring specialized knowledge and skills attained through completion of a prolonged recognized course of specialized intellectual and study, including, but not limited to, engineers, architects, and various types of physical, chemical and biological scientists.”

As defined above the position meets the qualification of a Professional Employee. The General Manager requested the classification adjustment and after reviewing the request and the position the Human Resources Manager concurs. This position has already been reporting directly to the General Manager.

The job classification adjustment of transferring the position from hourly under the General Unit (E47) to salaried under the Supervisory & Profession Unit (S39) is justified.

The Personnel Committee supported the reclassification at the May 12, 2020 meeting and the SEIU Union has approved the job description.

BUDGET IMPACT:

The annual salary change will increase by \$7,438.08 with an impact to employer payroll taxes, CalPERS contributions and vacation monthly accrual will increase by 2.00 hours.

Attachment: Information Systems Technology Administrator Job Description

CASITAS MUNICIPAL WATER DISTRICT

JOB TITLE: Information Systems Technology Administrator
REPORTS TO: General Manager
SALARY LEVEL: E47 – move to S39
DATE: May 2020
FLSA STATUS: Exempt

Definition

Under general direction of the General Manager, plans and assumes responsibility for leadership, direction, technical solutions and hands-on results for daily technology operational needs including hardware and software applications, network and intra/internet administration, web site development and maintenance, and maintenance of the District's integrated information systems technology.

Essential Functions:

- Provides technical support for the District's technology program including micro-computers, networks, voice communication equipment and other elements of the program including updating/expanding hardware and software;
- Ability to identify and conceptualize information needs, work flow sequences, and data acquisition problems;
- Installation of systems and hardware and maintenance and coordination of the technology of the office building, garage, warehouse, O&M sites, treatment plant, recreation area and other District sites;
- Analyzes, diagnoses and corrects problems with existing computer applications;
- Installs software and provides technical support in managing the various end user software that provides for the delivery of customer services and products keeping them functional and providing for increased productivity;
- Assists in maintaining user password security program and network user access with appropriate user rights
- Provides cost estimates, when required, for software changes and equipment acquisitions.
- Maintains familiarity with developments in computer equipment marketplace.
- Constantly looks for ways to improve upon Casitas technology and systems and provides suggestions to General Manager;

- Assist with development and maintenance of a computer-based file system;
- Development and maintenance of an up-to-date District-wide web site;
- Provide training for District staff on hardware and software and keep personal knowledge and training up to date;
- Performs other related duties as assigned

Desirable Qualifications

Education and Experience: Graduation from high school; completion of computer certification programs, or a combination of training, education and experience equivalent to college coursework in information services, computer science, business administration; knowledge and/or experience to facilitate the management of the District's electronic technology internally and at remote sites. College degree in computer science desirable, but not required.

Knowledge and Abilities: Thorough knowledge of data processing practices and procedures. Strong knowledge of mainframe, micro-computers, network systems and related software; good verbal, analytical, organizational, and inter-personal skills; capabilities and limitations of computer hardware and software; network concepts and operations; software; system software as used at Casitas. **Ability to:** observe, troubleshoot and problem solve operational policy and procedural issues; organize and manage multiple priorities; read, write, speak and understand English well; communicate orally with District management, co-workers, and the public in face-to-face, one-on-one, and group settings; regularly use a telephone and office equipment such as computer terminals, FAX machines, copiers, and calculators; establish and maintain effective relations with a variety of governmental officials, fellow workers, and the general public; sit and/or stand for extended periods of time; carry, push, pull, reach or lift office equipment, materials or supplies weighing up to 25 pounds; stoop, kneel and bend during routine work; hearing and vision within normal ranges; follow written and oral safety practices and policies of the District.

License: Possession of an appropriate and valid operator's license issued by the California Department of Motor Vehicles.

Physical Activities: May occasionally travel by automobile in conducting District business; communicates orally with District management, co-workers, and the public in face-to-face, one-to-one, and group settings; regularly uses a telephone for communication; uses office equipment such as computer terminals, copiers, and FAX machines; sits for extended time periods; hearing and vision within normal ranges.

Physical Requirements: bend, stoop, sit, walk, use both hands, vision within correctable ranges; work in close quarters or office setting.

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: AWARD OF CONTRACT FOR PAVING CONTRACT (FY20-21),
SPECIFICATION NO. 19-433
DATE: JULY 8, 2020

RECOMMENDATION:

Award the contract for the construction of the Paving Contract (FY20-21), Specification No. 19-433 to BSN Construction Inc. in the amount of \$250,000; and the President of the Board execute the agreement for said work.

BACKGROUND AND DISCUSSION:

Repairs to pipelines and water service lines require excavation, causing damage to asphalt roadways. Casitas crews cover the damaged area with a temporary patch. This contract solicited bids to install permanent asphalt patches meeting City, County, and State requirements using the awarded contractor to complete patch lists that may be required during FY 2020-21 at Casitas' direction. The project was advertised on the District's website. Three bids were received. A "sample" patch list was used as the basis to compare unit prices.

BIDDER	SAMPLE PATCH LIST BID AMOUNT
BSN Construction, Inc.	\$28,207.00
Hardy & Harper, Inc.	\$66,254.00
Toro Enterprises, Inc.	\$1,664,914.00

BSN Construction Inc. has a Contractor's license in good standing and is currently under contract with the District for FY 2019-20 paving. This project is Categorically Exempt from CEQA under Section 15301 (c).

FINANCIAL IMPACT:

In FY 19-20, \$250,000 was budgeted and the entire amount was spent. Budget for FY 20-21 in the amount of \$250,000 was approved by the Board at their meeting of June 24, 2020.

Attachment: Bid Summary

CASITAS MUNICIPAL WATER DISTRICT 1055 VENTURA AVENUE Oak View, CA 93022 (805) 649-2251 SPEC 20-433 Project: Paving Contract (FY19-20) Bid: 6/11/20 2:00 PM				BSN Construction, Inc. lic.#806551 P.O. Box 6714 Ventura, CA 93006		Hardy & Harper, Inc. lic.#215952 32 Rancho Circle Lake Forest, CA 92630		Toro Enterprises, Inc. lic.#710580 P.O. Box 6285 Oxnard, CA 93031	
ITEM #	DESCRIPTION	APROX. QTY	UNIT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT
1	Mobilization/Demobilization	1	LS	\$ 100.00	\$ 100.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
2	Install AC (Total Tonnage: 1-10)	0	Ton	\$ 1,600.00	\$ -	\$ 685.00	\$ -	\$ 1,100.00	\$ -
	Install AC(Total Tonnage: 10.1-20)	0	Ton	\$ 1,550.00	\$ -	\$ 490.00	\$ -	\$ 890.00	\$ -
3	Install AC (Total Tonnage: 20-30)	0	Ton	\$ 1,220.00	\$ -	\$ 420.00	\$ -	\$ 820.00	\$ -
4	Install AC (Total Tonnage: 30.1-50)	45	Ton	\$ 350.00	\$ 15,750.00	\$ 409.00	\$ 18,405.00	\$ 760.00	\$ 34,200.00
	Install AC (Total Tonnage: >50)	0	Ton	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ 740.00	\$ -
5	T-Grind 1-1/2 "	1000	SF	\$ 3.00	\$ 3,000.00	\$ 8.00	\$ 8,000.00	\$ 1,600.00	\$ 1,600,000.00
6	Raise Valve Can	10	EA	\$ 400.00	\$ 4,000.00	\$ 900.00	\$ 9,000.00	\$ 560.00	\$ 5,600.00
7	Install AC Berm	12	LF	\$ 40.00	\$ 480.00	\$ 12.00	\$ 144.00	\$ 190.00	\$ 2,280.00
8	Remove PCC	90	SF	\$ 10.00	\$ 900.00	\$ 40.00	\$ 3,600.00	\$ 22.00	\$ 1,980.00
9	Install PCC Curb & Gutter	25	LF	\$ 60.00	\$ 1,500.00	\$ 150.00	\$ 3,750.00	\$ 138.00	\$ 3,450.00
10	Install Thermoplastic Striping	15	LF	\$ 25.00	\$ 375.00	\$ 130.00	\$ 5,450.00	\$ 90.00	\$ 1,350.00
11	Install Paint Striping	10	LF	\$ 15.00	\$ 150.00	\$ 90.00	\$ 900.00	\$ 90.00	\$ 900.00
12	Hot Rubberized Crack Seal	30	LF	\$ 15.00	\$ 450.00	\$ 1.50	\$ 2,545.00	\$ 91.00	\$ 2,730.00
13	Certified Flagger	6	HR	\$ 97.00	\$ 582.00	\$ 150.00	\$ 900.00	\$ 102.00	\$ 612.00
14	Flashing Arrow Sign	4	Per/Day	\$ 190.00	\$ 760.00	\$ 300.00	\$ 1,200.00	\$ 116.00	\$ 464.00
15	Construction sign per day	12	Per/Day	\$ 10.00	\$ 120.00	\$ 100.00	\$ 1,200.00	\$ 25.00	\$ 300.00
16	Traffic Barricade	4	Per/Day	\$ 10.00	\$ 40.00	\$ 40.00	\$ 160.00	\$ 12.00	\$ 48.00
								\$ -	
BASE BID TOTAL AMOUNT FOR BID ITEMS 1 THROUGH 16				\$ 28,207.00	\$ 66,254.00	\$ 1,664,914.00			

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS

FROM: MICHAEL FLOOD, GENERAL MANAGER

SUBJECT: VENTURA-SANTA BARBARA COUNTY INTERTIE – STATE OF CALIFORNIA DRINKING WATER STATE REVOLVING FUND (DWSRF) ADDITIONAL SUPPLEMENTAL APPROPRIATIONS FOR DISASTER RELIEF ACT (ASADRA)

DATE: JULY 8, 2020

RECOMMENDATION:

Adopt a Resolution authorizing the General Manager and Assistant General Manager to sign and file a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of the Ventura-Santa Barbara County Intertie project.

BACKGROUND AND DISCUSSION:

The Ventura-Santa Barbara County Intertie project is included in the Draft Comprehensive Water Resources Plan as a recommended project for implementation in the next five years. Preliminary design was completed for the project. The State of California released the Drinking Water State Revolving Fund (DWSRF) Additional Supplemental Appropriations for Disaster Relief Act (ASADRA) Draft Intended Use Plan (State Fiscal Year 2020-21) with Supplemental Intended Use Plan in May 2020. The Plan includes a Fundable Project List which includes the Ventura–Santa Barbara County Intertie project.

A Resolution adopted by the Board of Directors is needed to apply for the funds. The application will be submitted for completion of design, compliance with California Environmental Quality Act (CEQA) and National Environmental Protection Act (NEPA), easement acquisition, and construction. The program includes a maximum award of \$10,000,000 per agency.

Attachment: Resolution

CASITAS MUNICIPAL WATER DISTRICT

Resolution No. XXX

WHEREAS, one of the recommended projects in the Draft Comprehensive Water Resources Plan is the Ventura-Santa Barbara County Intertie project; and

WHEREAS, Casitas Municipal Water District wishes to proceed with planning, design, and construction; therefore

RESOLVED by the Board of Directors of the Casitas Municipal Water District (the "ENTITY") as follows:

The General Manager and Assistant General Manager (the "Authorized Representatives") or designee are hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of the Ventura-Santa Barbara County Intertie project (the "Project").

The Authorized Representatives, or his/her designee, are designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representatives, or his/her designee, are designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement request on behalf of the Entity and compliance with applicable state and federal laws.

CERTIFICATION

I do hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors held on July 8, 2020.

Rebekah Vieira, Clerk of the Board

SEAL

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS

FROM: MICHAEL FLOOD, GENERAL MANAGER

SUBJECT: RESOLUTION AUTHORIZING CHANGES TO THE SIGNERS ON THE DISTRICT BANK ACCOUNTS

DATE: JULY 8, 2020

RECOMMENDATION:

Adopt the Resolution authorizing changes to the District accounts with Mechanics Bank to reflect recent staff and board changes.

BACKGROUND AND DISCUSSION:

The District has bank accounts for Accounts Payables, Payroll and General Fund with Mechanics Bank. The following changes need to be authorized to allow the bank to accept appropriate signatures on district accounts.

The changes are as follows:

Remove: Dennise Collin, CFO
James W. Word, Director

Add: Janyne Brown, CFO
Kelley Dyer, Assistant General Manager

Attachment: Resolution Authorizing Changes to Approved Signers for District Accounts with Mechanics Bank.

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION AUTHORIZING APPROVAL OF CHANGES TO APPROVED SIGNERS ON DISTRICT
ACCOUNTS WITH MECHANICS BANK

WHEREAS, the Casitas Municipal Water District has accounts with Mechanics Bank for
Accounts Payable, Payroll and General Fund; and

WHEREAS, changes need to be made to the authorized signers on the account to remove
individuals who are no longer authorized to sign on the accounts and add staff who are authorized
signers; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Casitas Municipal Water
District that the Denise Collin and James W. Word be removed as signers and Janyne Brown, CFO and
Kelley Dyer, Assistant General Manager be added as authorized signers on the accounts with Mechanics
Bank.

ADOPTED this 8th day of July 2020.

Russ Baggerly, President
Casitas Municipal Water District

ATTEST:

Angelo Spandrio, Secretary
Casitas Municipal Water District

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, General Manager
RE: **Update and Discussion of the State Water Project Interconnection Project**
Date: July 2, 2020

RECOMMENDATION:

No staff recommendation at this time

BACKGROUND:

At the January 11, 2017 Regular Meeting of the Board of Directors, the Board approved Casitas' participation in the alignment study for the SWP Interconnection in an amount not-to-exceed \$200,000.00.

The participants in this project were Casitas MWD, the City of Ventura, United Water Conservation District, and Calleguas MWD.

The alignment study was completed in June of 2018 with the District's expenditure being approximately \$98,000.00

Calleguas MWD and the City of Ventura subsequently split the project into two sections with each participant owning their respective section.

The City certified the Environmental Impact Report on the project in August 2019.

The project partners along with the Metropolitan Water District of Southern California were sued by California Water Impact Network in September of 2019. All parties other than the City of Ventura were subsequently dismissed from the case.

The City of Ventura subsequently issued a request for proposals for the design of the City's section of the project which was awarded to Stantec Consulting Engineers in the amount of \$3,550,000.00. A copy of Ventura Water's staff report is attached.

DISCUSSION:

In 2016, Casitas identified the SWP Interconnect Project alignment study proposal as an opportunity for the District to better utilize its State Water Project Table A allocation of 5,000 AF.

While the study originally contemplated the possibility of a connection at Lake Castaic, subsequent research revealed that a connection could be achieved within Calleguas' current distribution system and require only a seven-mile pipeline to reach the City of Ventura's distribution system.

After the alignment study was completed, Casitas, Calleguas, United, and the City began discussions of an agreement to design, construct, operate, and maintain the proposed pipeline.

These discussions currently ongoing.

The City of Ventura and Calleguas have split the project up into two sections with the City being responsible for roughly 2/3rds of project including the pipeline section passing under the Santa Clara River (see map in Ventura Water Staff report).

The City estimates their cost of the project to be approximately \$30M.

Casitas staff has asked the project partners that the District be allowed to participate in the design and construction of the City of Ventura's section of the pipeline.

This would allow Casitas to have first-priority use of capacity of the project, allowing Casitas additional certainty in scheduling of deliveries into Casitas' distribution system.

This first-priority capacity is expected to be in ratio to Casitas' contribution to the design and construction, currently proposed to be 1/3rd of that cost.

Casitas' estimated share in the design and construction of this project is currently estimated to be \$10M.

The current design effort is expected to be complete in June 2022 with Casitas' proposed share of the cost over those two years to be approximately \$1.2M.

The District has budgeted \$500,000 for this project for fiscal 2021.

Other issues of the operation, maintenance, and repair of the project will also be addressed in the agreement.

The agreement with Calleguas, United, and the City of Ventura is expected to be completed soon and will then be brought forward to the Casitas Board of Directors for review and discussion.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Public Relations Committee

DATE: July 1, 2020
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Public Relations Committee Meeting of June 18, 2020, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Russ Baggerly
Director Angelo Spandrio
General Manager, Michael Flood
Assistant General Manager, Kelley Dyer
Public Relations Consultant, Fiona Hutton
Audio-Visual Consultant, Jamie Friedman (CPI)

2. **Public Comments.**

None

3. **Board/Management comments.**

None

4. **Presentation on the Boardroom Audio-Visual Upgrade**

GM Flood provided an overview of the progress of the project and its capabilities.

A-V Consultant Friedman provided a presentation regarding the project that provided information on the equipment, broadcast capabilities, and cost details.

Director Spandrio inquired about the original system installer and details of the revised design.

Director Baggerly made comments regarding the use of reserves for this project.

5. **Review Messaging for Comprehensive Water Resources Plan**

AGM Dyer provided an overview of the messaging platform.

PRC Hutton provided verbal comments as to consistent messaging for the CWRP and that the messaging was ready for Committee and Board feedback.

Director Spandrio commented that the messaging looks comprehensive and asked questions about its use.

Director Baggerly indicated it is ready for the Board to review.

6. **Public Opinion Survey Status Update**

PRC Hutton provided an update on the survey, indicated that it will have additional COVID-19 related content, and will be conducted soon.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES

Finance Committee

(this meeting was held telephonically)

DATE: July 1, 2020
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Finance Committee Meeting of June 19, 2020 at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Angelo Spandrio
Director Peter Kaiser
General Manager, Michael Flood
Assistant General Manager, Kelley Dyer
Chief Financial Officer, Denise Collin (retiring)
Chief Financial Officer, Janyne Brown

2. **Public Comments.**

None

3. **Board/Management comments.**

GM Flood gave the Committee an update on a failure of Mutual Well #6 and that a cost proposal would be brought directly to the Board. He also asked that items #8 & #9 be moved up and introduced the District's new CFO, Janyne Brown.

Director Spandrio asked about the nature of the failed well and welcomed Ms. Brown to the District.

Director Kaiser also welcomed Ms. Brown and indicated that items should be added to the Committee's agenda in a timely fashion.

4. **Fiscal Year 2020-2021 Budget Review.**

GM Flood made comments as to the revised Capital Project budget and recommended further review of the FY 2020-2021 budget in September of this year.

Director Kaiser asked questions/made comments regarding the revised budget and concurred with the September review.

Director Spandrio made comments regarding the various impacts to the department budgets and CFD 2013-1 funds.

CFO Collin made comments regarding reserves and CFD 2013-1 funds.

The Committee asked that the revised budget be sent forward to the budget hearing for consideration by the Board.

5. **Review of the Financial Statements for April 2020**

CFO Collin reviewed the financial statements with the Committee including the multi-fund nature of the District, revenues, expenses, and taxes received in April.

Director Kaiser asked about property tax funds.

Director Spandrio asked about tracking of unbudgeted expenses and mentioned that the District appeared to be on track financially.

6. **Review of the Consumption Report for April 2020.**

CFO Collin reviewed the report with the Committee.

Director Kaiser noted a marked decline in consumption from this time last year.

7. **Proposition 4- Establishment of Appropriation Limit for 2020 / 2021 of \$15,031,621.**

CFO Collin reviewed this item with the Committee.

The Committee asked that this be forwarded to the Board for consideration.

8. **White, Nelson, Diehl, Evans LLP- Entrance Conference with Kassie Radermacher, CPA, CFE.** (this item was moved up to before item #4)

Kassie Radermacher introduced herself and her firm and provided an overview of the firm's experience.

Director Spandrio asked questions about the audit of internal controls and procedures and the current year water storage calculation that's in the current CAFR.

Ms. Radermacher indicated that she would provide a proposal for additional internal auditing.

Director Kaiser mentioned that the auditor is hired directly by the Board and expected to have direct communications with them.

9. **Presentation by Richard Rosenthal – U.S. Bank Investments.** (this item was heard subsequent to item #9 and before item #4)

Mr. Rosenthal provided a presentation regarding the District's investments including fund amounts, interest payments, cash, the conservative nature of the portfolio, market conditions and the enviable return on investment of the current portfolio.

Director Kaiser asked questions about fees, Fannie Mae and mentioned that the District is well-positioned.

Director Spandrio asked about annual fees and mentioned a revision to the title page.

Mr. Rosenthal indicated that the annual fee is 10 basis points of the value of the portfolio.

The Committee asked that Mr. Rosenthal make a presentation to the full Board at the August 12th regular Board Meeting.



Grand Jury
800 South Victoria Avenue
Ventura, CA 93009
(805) 477-1600
Fax: (805) 658-4523

grandjury.countyofventura.org

June 10, 2020

FOR IMMEDIATE RELEASE

CONTACT: Foreperson, Anida Margolis

Tel: 805-477-1600

Email: Anida.Margolis@ventura.org

Ventura County Civil Grand Jury Announces Release of Report on Cybersecurity Strategies for Cities in Ventura County

The 2019-2020 Ventura County Civil Grand Jury investigated cybersecurity strategies of the Cities in Ventura County to assess each City's preparedness to defend against data breaches and ransomware and identify opportunities to implement improvements.

Cyberattacks on local governments increased across the nation during 2019. Half resulted in ransomware demands. As the reports of these attacks on cities unfolded, it became clear that better preparation could have assisted those cities to avoid major and costly data breaches.

The Grand Jury is mindful of the need not to disclose vulnerabilities of an information technology system of a City. Therefore, this report does not detail any specific cybersecurity vulnerabilities that may have been discovered during the Grand Jury's investigation.

The Grand Jury found that due to the challenges of limited budgets, increasing cybersecurity attacks, the digital revolution and a competitive recruiting environment, Cities would benefit from free or low-cost federal government backed assistance to defend against these challenges.

The Grand Jury recommends the following measures be adopted to bolster the Cities' cybersecurity and potentially decrease cybersecurity expenditures:

- Implement trustworthy website addresses
- Use free federal services for cyber risk assessments, cybersecurity evaluations, incident assistance coordination and cyber exercises/training
- Use cooperative group purchase programs
- Partner with local educational institutions and federal programs to recruit cybersecurity interns or graduating students
- Require cyber liability insurance of the Cities' IT vendors

- Develop and test cyber incident response, disaster recovery and business continuity plans
- Implement federal cybersecurity best practices
- Implement the California Cyber Security Integration Guidance for Teleworkers

While the Grand Jury investigation focused on the Cities, it suggests that similar strategies be considered by the Ventura County government and its agencies as well as independent districts in Ventura County. These include libraries, community colleges, county hospitals, schools, harbors, airports and water districts.

The public is invited to review the entire report at <https://www.ventura.org/grand-jury/fiscal-year-2019-2020/> in the Annual Reports tab in "Fiscal Year 2019-2020."

#

Casitas Municipal Water District CFD 2013-1 Improvement Fund - Series B				Casitas Municipal Water District CFD 2013-1 Bond Fund - Series B			
	Expenses	Interest	Balance		Expenses	Interest	Balance
	Paid	Earned			Paid	Earned	
Bond B - Funds Received Beginning Balance	42,658,223.98		42,658,223.98	Bond B - Funds Received Beginning Balance	466,447.67		466,447.67
Purchase Price of Golden State Water	-34,481,628.00		8,176,595.98	Interest Jun 2017		5.04	466,452.71
Interest Jun 2017		461.18	8,177,057.16	Interest Jul 2017		188.62	466,641.33
Main Extension Contract Pmt	-5,188.39		8,171,868.77	Interest Aug 2017		232.86	466,874.19
Reimbursement from CFD 2013-1 Meter Cost	-999,237.84		7,172,630.93	Interest Sep 2017		344.71	467,218.90
Interest Jul 2017		5,544.85	7,178,175.78	Interest Oct 2017		235.37	467,454.27
Main Extension Contract Pmt	-361,183.16		6,816,992.62	Interest Nov 2017		247.46	467,701.73
Interest Aug 2017		3,677.09	6,820,669.71	Applied Interest Earned for Pmt of Bond B	-468,270.91		-569.18
Interest Sep 2017		3,647.06	6,824,316.77	Interest Dec 2017		314.41	-254.77
Interest Oct 2017		3,437.91	6,827,754.68	Interest Jan 2018		254.77	0.00
Reimbursement from CFD 2013-1 Meter Cost	-1,038,855.67		5,788,899.01	Interest Feb 2018		479.96	479.96
Interest Nov 2017		3,614.48	5,792,513.49	Interest Mar 2018		671.37	1,151.33
Interest Dec 2017		3,663.59	5,796,177.08	Interest Apr 2018		1.05	1,152.38
Interest Jan 2018		3,894.34	5,800,071.42	Interest May 2018		1.20	1,153.58
Interest Feb 2018		4,511.30	5,804,582.72	Interest Jun 2018		1.28	1,154.86
Interest Mar 2018		4,221.55	5,808,804.27	Interest Jul 2018		1.34	1,156.20
Interest Apr 2018		5,400.71	5,814,204.98	Interest Aug 2018		1.48	1,157.68
Interest May 2018		6,037.34	5,820,242.32	Sept Adjusted Market Value		2.82	1,160.50
Interest Jun 2018		6,461.77	5,826,704.09	Interest Sep 2018		91.04	1,248.72
Interest Jul 2018		6,771.59	5,833,475.68	Applied Interest Earned for Pmt of Bond B	-1,154.86		93.86
Interest Aug 2018		7,444.64	5,840,920.32	Interest Oct 2018		134.86	228.72
Interest Sep 2018		7,521.43	5,848,441.75	Interest Nov 2018		0.34	229.06
Interest Oct 2018		7,547.03	5,855,988.78	Interest Dec 2018		0.34	229.40
Interest Nov 2018		8,755.99	5,864,744.77	Interest Jan 2019		0.37	229.77
Interest Dec 2018		8,711.47	5,873,456.24	Interest Feb 2019		862.62	1,092.39
Interest Jan 2019		9,430.38	5,882,886.62	Interest Mar 2019		1,194.96	2,287.35
Interest Feb 2019		10,113.30	5,892,999.92	Interest Apr 2019		3.70	2,291.05
Interest Mar 2019		9,102.54	5,902,102.46	Interest May 2019		3.84	2,294.89
Interest Apr 2019		10,146.85	5,912,249.31	Interest June 2019		3.92	2,298.81
Interest May 2019		9,902.64	5,922,151.95	Interest Jul 2019		3.75	2,302.56
Interest Jun 2019		10,121.54	5,932,273.49	Interest Aug 2019		3.85	2,306.41
Interest July 2019		9,671.41	5,941,944.90	Interest Sep 2019		1,266.47	3,572.88
Reimbursement from CFD 2013-1 Projects 2018 / 2019	-1,486,814.43		4,455,130.47	Interest Oct 2019		106.51	3,679.39
Interest Aug 2019		9,946.50	4,465,076.97	Oct Adjusted Market Value	-2,302.56		1,376.83
Interest Sep 2019		7,208.30	4,472,285.27	Interest Nov 2019		1.73	1,378.56
Interest Oct 2019		6,274.03	4,478,559.30	Interest Dec 2019		1.45	1,380.01
Interest Nov 2019		5,641.20	4,484,200.50	Interest Jan 2020		1.43	1,381.44
Interest Dec 2019		4,709.92	4,488,910.42	Interest Feb 2020		296.85	1,678.29
Interest Jan 2020		4,656.63	4,493,567.05	Interest Mar 2020		867.65	2,545.94
Interest Feb 2020		4,539.94	4,498,106.99	Applied Interest Earned for Pmt of Bond B	-1,380.01		1,165.93
Interest Mar 2020		4,248.11	4,502,355.10	Interest Apr 2020		30.33	1,196.26
Interest Apr 2020		2,235.18	4,504,590.28	Interest May 2020		0.01	1,196.27
Interest May 2020		34.71	4,504,624.99				
Less: Pending Projects for Reimbursement			-5,377,364.07				
Total funds remaining for improvement Series B:			(872,739.08)				
Total funds remaining for improvement Series C:			13,629,833.20				
Total funds remaining for improvement - Series B & C			12,757,094.12				

Casitas Municipal Water District <i>CFD 2013-1 Improvement Fund - Series C</i>				Casitas Municipal Water District <i>CFD 2013-1 Bond Fund - Series C</i>			
	Expenses	Interest	Balance		Expenses	Interest	Balance
	Paid	Earned			Paid	Earned	
Bond C - Funds Received Beginning Balance	13,570,000.00		13,570,000.00	Bond C - Funds Received Beginning Balance	159,951.10	-159,951.10	69.66
Interest Earned - December 2019		12,284.84	13,582,284.84	Interest February 2020			161.68
Interest Earned - January 2020		14,089.88	13,596,374.72				231.34
Interest Earned - February 2020		13,736.69	13,610,111.41				
Interest Earned - March 2020		12,853.69	13,622,965.10				
Interest Earned - April 2020		6,763.07	13,629,728.17				
Interest Earned - May 2020		105.03	13,629,833.20				
Total funds remaining for improvement Series C:			<u>13,629,833.20</u>				

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

Project No: Project Name:	Costs pending Reimk
400 Ojai System Masterplan	375,336.49
420 Sunset Place Pipeline Replacement	740,511.24
421 Cuyama, Palomar and El Paseo Roads Pipeline Replacement	107,030.15
422 South San Antonio Street and Crestview Drive Pipeline	2,874.26
423 West and East Ojai Avenue Pipeline Replacement	104,647.02
424 Running Ridge Zone Hydraulic Improvement	360,312.97
425 Well Rehabilitation Replacement	470,830.55
426 Valve & Appurtenance Replacement	1,108,704.46
427 Fairview Pipeline Replacement	0.00
428 Mutual Wellfield Pipeline	52,907.31
429 Grand Ave Pipeline	24,231.79
430 Signal Booster Zone Hydraulic Improvements	239,366.98
431 Emily Street Pipeline Replacement	913,909.89
432 Casitas-Ojai System Interties	89,000.00
522 Ojai Arc Flash Study	119,839.00
611 Mutual Replacement Well	<u>667,861.96</u>
Project(s) Cost To Date:	<u><u>5,377,364.07</u></u>



Casitas Municipal Water District
State Water Project - Interconnect Project Costs

Project No:	Project Name:	Costs paid to date	Encumbered	Total Encumbered & Cost To Date
378	State Water Interconnect - Calleguas to Casitas	104,711.15	147,545.36	252,256.51
527	State Water Interconnect - Carpinteria to Casitas	299,108.41	649,223.98	948,332.39
606	State Water Interconnect - Ventura to Casitas	239,975.00	0.00	<u>239,975.00</u>
Project(s) Cost To Date:				<u><u>1,440,563.90</u></u>

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
06/22/20**

Type of Invest	Institution	CUSIP	Date of Maturity	Original Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Federal Home Loan Bank	3130A0EN6	12/10/2021	\$547,735	\$519,680	2.875%	5/9/2016	3.57%	528
*TB	Federal Home Loan Bank	3130AIXJ2	6/14/2024	\$941,144	\$921,253	2.875%	8/2/2016	6.32%	1432
*TB	Federal Home Loan Bank	3130A3DL5	9/8/2023	\$1,587,180	\$1,594,815	2.375%	10/13/2016	10.94%	1156
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$773,773	\$798,319	2.875%	2/19/2016	5.48%	1791
*TB	Federal Home Loan Bank	3130A5VW6	7/10/2025	\$1,025,110	\$1,100,430	2.700%	5/10/2017	7.55%	1818
*TB	Federal National Assn	31315P2J7	5/1/2024	\$809,970	\$805,091	3.300%	5/25/2016	5.52%	1389
*TB	Farmer MAC	31315PYF0	5/2/2028	\$512,355	\$574,785	2.925%	11/20/2017	3.94%	2830
*TB	Federal Farm CR Bank	31331VWN2	4/13/2026	\$940,311	\$911,532	5.400%	5/9/2016	6.25%	2091
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$476,582	\$454,981	3.375%	7/14/2016	3.12%	1156
*TB	Farmer MAC	3133EEPH7	2/12/2029	\$480,251	\$546,235	2.710%	11/20/2017	3.75%	3110
*TB	Federal Home Loan Bank	3133XFKF2	6/11/2021	\$743,109	\$589,417	5.625%	9/8/2014	4.04%	349
*TB	Federal National Assn	3135G0K36	4/24/2026	\$2,532,940	\$2,719,225	2.125%	7/6/2010	18.66%	2102
*TB	Federal National Assn	3135G0ZR7	9/6/2024	\$1,488,050	\$1,524,051	2.625%	5/25/2016	10.46%	1514
*TB	Federal Home Loan MTG Corp	3137EADB2	1/13/2022	\$683,584	\$686,065	2.375%	5/1/2016	4.71%	561
*TB	US Treasury Note	912828WE6	11/15/2023	\$770,037	\$829,727	2.750%	12/13/2013	5.69%	1223
Total in Gov't Sec. (11-00-1055-00&1065)				\$14,312,132	\$14,575,605			99.98%	
Total Certificates of Deposit: (11.13506)				\$0	\$0			0.00%	
**	LAIF as of: (11-00-1050-00)		N/A	\$473	\$475	2.03%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,986	\$2,986	2.13%	Estimated	0.02%	
TOTAL FUNDS INVESTED				\$14,315,591	\$14,579,066			100.00%	
Total Funds Invested last report				\$14,315,591	\$14,583,504				
Total Funds Invested 1 Yr. Ago				\$19,754,346	\$19,399,077				
****	CASH IN BANK (11-00-1000-00) EST.			\$4,213,083	\$4,213,083				
	CASH IN Custody Money Market			\$45,370	\$45,370	0.30%			
TOTAL CASH & INVESTMENTS				\$18,574,044	\$18,837,519				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$25,633,856	\$25,278,586				
*CD	CD - Certificate of Deposit								
*TB	TB - Federal Treasury Bonds or Bills								
**	Local Agency Investment Fund								
***	County of Ventura Investment Fund								
	Estimated interest rate, actual not due at present time.								
****	Cash in bank								

No investments were made pursuant to subdivision (i) of Section 53601, Section 53601.1 and subdivision (i) Section 53635 of the Government Code.
All investments were made in accordance with the Treasurer's annual statement of investment policy.

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS

FROM: MICHAEL FLOOD, GENERAL MANAGER

SUBJECT: TWO-YEAR MEMORANDUM OF UNDERSTANDING BETWEEN CASITAS AND MANAGEMENT EMPLOYEES FOR FISCAL YEARS 2020-2021 AND 2021-2022

DATE: JULY 8, 2020

RECOMMENDATION:

Adopt the Resolution approving the two-year Memorandum of Understanding (MOU) with the Management Group.

BACKGROUND AND DISCUSSION:

The Board of Directors and representatives from the Management Group met in closed session on March 11, 2020, May 27, 2020, and June 10, 2020 to discuss terms of a new two-year MOU. The current MOU expires June 30, 2020. Agreed-upon terms for the new MOU include the following provisions:

Bereavement Leave. Three (3) working days leave of absence with pay for death of immediate family member. Immediate family shall be the father, mother, mother-in-law, father-in-law, stepfather, stepmother, spouse or registered domestic partner, children, brother, sister, step sibling, grandparent or grandchild of the employee. An employee may take an additional two (2) days chargeable to accumulated sick or vacation leave.

Vacation accrual. Management shall be allowed to use accrued vacation time during their first month of employment and no longer wait until the end of the 6-month probation period.

Eligibility for Retiree Medical Benefit. Change from age 60 with 20 years of service to age 60 with 15 years of service.

Salary Plan. Salaries for the management employees will be increased by the April to April CPI for Urban Wage Earners and Clerical Workers for Los Angeles-Riverside-Orange County, CA with a base of 2% and a maximum of 4% effective July 1, 2020 and each subsequent July 1 during the term of the agreement. Effective July 1, 2020 this rate shall be 2.0%. (The change in CPI-U from April 2019 to April 2020 was 0.7% as published by the US Bureau of Labor Statistics).

Additional considerations:

- All other conditions of employment, compensation, and benefits remain the same
- If an employee's existing benefits are better than proposed, those employee's benefit would not change (i.e., they would be protected at their current benefit)
- Effective date for these benefits is July 1, 2020. If Board action is taken after July 1, 2020, they will be retroactive to that date

Attachment: Resolution Adopting a Memorandum of Understanding between Casitas and Management Employees for Fiscal Years 2020-2021 and 2021-2022

CASITAS MUNICIPAL WATER DISTRICT
RESOLUTION ADOPTING A MEMORANDUM OF UNDERSTANDING BETWEEN CASITAS AND
MANAGEMENT EMPLOYEES FOR FISCAL YEARS 2020-2021 AND 2021-2022

WHEREAS, the Casitas Municipal Water District and management employees have bargained for 2020-2021 and 2021-2022; and

WHEREAS, management employees include the Assistant General Manager, Chief Financial Officer, Engineering Manager, Operations & Maintenance Manager, Assistant to the General Manager/Clerk of the Board, Division Officer, Fisheries Biologist, Park Services Manager, Public Affairs/Resource Manager, Human Resources Manager and Safety Officer; and

WHEREAS, Casitas and management employees have agreed to terms and conditions of employment; and

WHEREAS, the term of this agreement shall be for two years; and

WHEREAS, the salaries for management employees will be increased by the April to April CPI for Urban Wage Earners and Clerical Workers for Los Angeles-Riverside-Orange County with a base of 2% and a maximum of 4% effective July 1, 2020 and each subsequent July 1 during the term of the agreement. Effective July 1, 2020 this rate shall be 2.0%; and

WHEREAS, effective July 1, 2020, three (3) working days leave of absence with pay for death of immediate family member shall be provided to management employees. Immediate family shall be the father, mother, mother-in-law, father-in-law, stepfather, stepmother, spouse or registered domestic partner, children, brother, sister, step sibling, grandparent or grandchild of the employee. A management employee may take an additional two (2) days chargeable to accumulated sick or vacation leave; and

WHEREAS, effective July 1, 2020, management employees shall be allowed to use accrued vacation time during their first month of employment and no longer wait until the end of the 6-month probation period; and

WHEREAS, effective July 1, 2020, management employees shall be eligible for retiree medical benefits at age 60 with 15 years of service; and

WHEREAS, all other conditions of employment, compensation, and benefits for management employees shall remain the same; and

WHEREAS, if a management employee's existing benefits are better than proposed, those employee's benefit would not change (i.e., they would be protected at their current benefit).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Casitas Municipal Water District that the Memorandum of Understanding between Casitas and management employees for fiscal

years 2020-2021 and 2021-2022 is approved and the President of the Board is authorized and directed to execute the MOU on behalf of the District.

ADOPTED this 8th day of July 2020.

Russ Baggerly, President
Casitas Municipal Water District

ATTEST:

Angelo Spandrio, Secretary
Casitas Municipal Water District