



Board of Directors

Brian Brennan, Director
Richard Hajas, Director
Neil Cole, Director

Mary Bergen, Director
Pete Kaiser, Director

CASITAS MUNICIPAL WATER DISTRICT
Meeting to be held at the

District Office
1055 Ventura Ave. Oak View, CA 93022
www.casitaswater.org

Join Zoom Meeting
<https://us06web.zoom.us/j/98414854813?pwd=UXhtWS9zdm83ZU5CazNXenlEVEIRUT09>
Meeting ID: 984 1485 4813 Passcode: 757052

To participate via telephone please call (888) 788-0099 or (877) 853-5247
Enter Meeting ID: 984 1485 4813# Passcode: 757052#

August 23, 2023 @ 5:00 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. PLEDGE OF ALLEGIANCE

4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.
6. CONSENT AGENDA
 - 6.a. Accounts Payable Report.
[Accounts Payable Report.pdf](#)
 - 6.b. Minutes of the August 9, 2023 Board Meeting.
[8 9 2023 Min.pdf](#)
7. ACTION ITEMS
 - 7.a. Declare Vehicle Unit #40 Surplus and Direct Staff to Dispose of Same.
[Board Memo - Declare Vehicle Surplus and Direct Disposal 082323.pdf](#)
 - 7.b. Approve an unbudgeted item in the amount of \$85,934 for rehabilitation of the Fairview Reservoir Site Access Road.
[Board Memo for an Fairview Access Road Cost Sharing Request 082323.pdf](#)
8. DISCUSSION ITEMS/PRESENTATIONS
 - 8.a. Staff presentation and discussion of Casitas MWD's 2023 draft water rate study.
[Board Memo Info on Water Rates Final 08.23.2023.pdf](#)
[Board Mtg_ Water Rates and City of Ventura Payments 082223 \(1\).pdf](#)
[Letter to Board August 20.pdf](#)
[Responses to Director Cole's August 20 letter to Board.pdf](#)
[Ventura River WD Water Rate Comment Letter 082123.pdf](#)
9. INFORMATION ITEMS
 - 9.a. Hydrology Report July 2023.
[Hydrology Report July 2023.pdf](#)
 - 9.b. Recreation Committee Minutes.
[Rec Minutes 080823.pdf](#)
10. GENERAL MANAGER COMMENTS
11. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED
12. BOARD OF DIRECTOR COMMENTS PER GOVERNMENT CODE SECTION 54954.2(a).
13. ADJOURNMENT

CASITAS MUNICIPAL WATER DISTRICT
General Fund Check Authorization
Checks Dated 08/03/23 - 08/16/23
Presented to the Board of Directors For Approval August 23, 2023

Check	Payee		Description	Amount
001221	Payables Fund Account	# 9759651478	Accounts Payable Batch 080923	\$ 412,495.13
001222	Payables Fund Account	# 9759651478	Accounts Payable Batch 081623	\$ 167,137.35
				<u>\$ 579,632.48</u>

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,
001221-001222
have been duly audited is hereby certified as correct.

Janyne Brown, Chief Financial Officer

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.

001221 A/P Checks: 050608-050651
 A/P Draft 000637-000642
 Voids:
 050609 - Amazon Capital Services - Continuation of detail of check #050608
 050623 - E.J. Harrison & Sons Inc - Void due to incorrect payment amount
 050635 - Meiners Oaks Ace Hardware - Continuation of detail of check #050634
 050636 - Meiners Oaks Ace Hardware - Continuation of detail of check #050634

001222 A/P Checks: 050652-050706
 A/P Draft 000643-000646
 Voids:
 050682 - Meiners Oak Ace Hardware - Continuation of detail of check #050681

Janyne Brown , Chief Financial Officer

CERTIFICATION

Payroll disbursements for the pay period ending 08/05/23
Pay Date 08/10/23
have been duly audited and are
hereby certified as correct.

Signed: Janyne Brown
Janyne Brown

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00086	VOID CHECK	V	8/09/2023			050609		
	E.J. Harrison & Sons Inc							
	VOID CHECK	V	8/09/2023			050623		11,480.24CR
	E.J. Harrison & Sons Inc	VOIDED						
	VOID CHECK	V	8/09/2023			050635		
	VOID CHECK	V	8/09/2023			050636		
	VOID CHECK	V	8/16/2023			050682		

* * 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:	5	VOID DEBITS 0.00		
		VOID CREDITS 11,480.24CR	11,480.24CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		5	11,480.24CR	0.00	0.00
BANK:	TOTALS:	5	11,480.24CR	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03206	U.S. Bank Global Corporate Tru Investment Management7/22-6/23	D	8/09/2023	10,700.34		000637		10,700.34
00128	INTERNAL REVENUE SERVICE							
I-T1 202308072220	Federal Withholding	D	8/09/2023	52,015.31		000638		
I-T3 202308072220	SS Withholding	D	8/09/2023	55,784.20		000638		
I-T4 202308072220	Medicare Withholding	D	8/09/2023	13,694.38		000638		121,493.89
00187	CALPERS							
I-PBB202308072220	PERS BUY BACK	D	8/09/2023	130.46		000639		
I-PBP202308072220	PERS BUY BACK	D	8/09/2023	161.96		000639		
I-PEB202308072220	PEPRA EMPLOYEES PORTION	D	8/09/2023	14,892.51		000639		
I-PEM202308072220	PERS EMPLOYEE PORTION MGMT	D	8/09/2023	1,970.71		000639		
I-PER202308072220	PERS EMPLOYEE PORTION	D	8/09/2023	7,764.78		000639		
I-PRB202308072220	PEBRA EMPLOYER PORTION	D	8/09/2023	14,757.99		000639		
I-PRR202308072220	PERS EMPLOYER PORTION	D	8/09/2023	15,001.27		000639		54,679.68
00180	S.E.I.U. - LOCAL 721							
I-COP202308072220	SEIU 721 COPE	D	8/09/2023	2.50		000640		
I-UND202308072220	UNION DUES	D	8/09/2023	922.75		000640		925.25
00049	STATE OF CALIFORNIA							
I-SDI202308072220	CASDI Withholding	D	8/09/2023	2,112.26		000641		
I-T2 202308072220	STATE WITHHOLDING (CA)	D	8/09/2023	19,284.42		000641		21,396.68
05790	STATE OF OREGON							
I-OST202308072220	OR STATE TRANSIT TAX	D	8/09/2023	6.29		000642		
I-T2 202308072220	STATE WITHHOLDING (OR)	D	8/09/2023	466.74		000642		473.03
05975	AquaRevival LLC							
I-1089	Perlite-VI HAQUA - WP	D	8/16/2023	1,758.46		000643		1,758.46
09182	CalPERS							
I-100000017249812	GASB-68	D	8/16/2023	700.00		000644		700.00
01483	CORVEL CORPORATION							
I-080823-CMWD	Corvel Claims - 08/01-08/07/23	D	8/16/2023	3,239.99		000645		3,239.99
04684	Univar Solutions USA Inc.							
I-51321826	Liquid SOD HYPO 12.5 - WP	D	8/16/2023	4,510.42		000646		4,510.42
03044	Amazon Capital Services							
I-17HH-3MND-LFLR	Battery Isolator - LCRA	R	8/09/2023	198.90		050608		
I-1DWR-JWRQ-G4L7	Silicone Sealant - UTIL	R	8/09/2023	124.40		050608		
I-1GDX-CHP9-MQ4J	HD Jumper Cables - LCRA	R	8/09/2023	69.70		050608		
I-1HT9-LD1C-9TRF	VariDesk - ADMIN	R	8/09/2023	307.78		050608		
I-1KHW-YKVP-NYMK	Coolant/ Motor Oil - SAFE	R	8/09/2023	427.72		050608		
I-1KPW-3NCJ-MKLR	24x36 Poster Frames - FISH	R	8/09/2023	90.07		050608		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	I-1LFN-FKKN-TW7G		Rust-Oleum Spray Paint- ENG	R	8/09/2023	82.89		050608
	I-1M7H-GYQY-DVNV		Office Chairs - LCRA	R	8/09/2023	272.24		050608
	I-1M9T-WPCK-GNXK		Soft Round Duster - MAINT	R	8/09/2023	75.16		050608
	I-1MTK-K94Y-VCNP		7" Steel Cow Bell - WP	R	8/09/2023	19.27		050608
	I-1QQ3-Q3V1-CCPJ		Fuel Tank Replacement - PL	R	8/09/2023	36.41		050608
	I-1R41-VV3J-JCNL		Winch Cover - LCRA	R	8/09/2023	20.37		050608
	I-1TLK-H9JX-W3KV		Kleenex Tissues - LCRA	R	8/09/2023	86.35		050608
	I-1XJM-WPDF-14Y7		Angle Grinder - LCRA	R	8/09/2023	180.13		050608
	I-1YM7-LF3M-1N6P		Trailelr Jack - MAINT	R	8/09/2023	50.07		050608
								2,041.46
00836			AMERICAN RED CROSS					
	I-22607411		Lifeguarding Training - WP	R	8/09/2023	349.60		050610
								349.60
00014			AQUA-FLO SUPPLY					
	I-SI2130289		Galvanized & Brass Plugs- UTIL	R	8/09/2023	99.88		050611
	I-SI2154586		80 PVC Nipple - LCRA	R	8/09/2023	7.78		050611
	I-SI2154852		Soleniod Assembly Kit - LCRA	R	8/09/2023	25.35		050611
	I-SI2154866		PVC Adapter - LCRA	R	8/09/2023	5.32		050611
	I-SI2157871		Plastic Valves - LCRA	R	8/09/2023	13.37		050611
	I-SI2160296		3" Ring Gasket - LCRA	R	8/09/2023	8.64		050611
								160.34
01703			ARNOLD LAROCHELLE MATTHEWS					
	I-8336		Matter #5088-001	R	8/09/2023	4,256.00		050612
								4,256.00
02179			Art Street Interactive					
	I-2685		Reservation Sys. Hosting/Maint	R	8/09/2023	549.70		050613
								549.70
01666			AT & T					
	I-000020322370		Acct#9391080431	R	8/09/2023	948.66		050614
								948.66
00021			AWA OF VENTURA COUNTY					
	I-06-15054		WaterWise Breakfast - BOARD	R	8/09/2023	60.00		050615
	I-06-15062		CCWUC Training -ENG	R	8/09/2023	30.00		050615
								90.00
00030			B&R TOOL AND SUPPLY CO					
	I-1900990215		Windshield Washer - Garage	R	8/09/2023	83.10		050616
	I-1900990381		Cubic Yard Bulk Bag - SAFETY	R	8/09/2023	833.23		050616
								916.33
00679			BAKERSFIELD PIPE & SUPPLY INC					
	I-S3048805.001		RF Flip on Falanges - EM	R	8/09/2023	35.56		050617
								35.56
05980			Blue Highways Productions, LLC					
	I-17730		CA 101 Travel Guide 06/2023	R	8/09/2023	400.00		050618
								400.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00055	CASITAS BOAT RENTALS							
I-001654	Batteries for Crane - LCRA	R	8/09/2023	304.19		050619		304.19
00060	COASTLINE EQUIPMENT							
I-1042796	Fuel Filter - GARAGE	R	8/09/2023	122.59		050620		122.59
03403	County of Ventura							
I-359644	PE23-0606 San Fernando Ave-ENG	R	8/09/2023	400.00		050621		
I-359707	PE23-0618 Santa Ana Rd- ENG	R	8/09/2023	180.00		050621		
I-360421	PE23-0654 Oak View - ENG	R	8/09/2023	400.00		050621		980.00
01764	DataProse, LLC							
I-DP2303125	UB Mailing 07/23	R	8/09/2023	4,186.69		050622		4,186.69
02982	Joe Evans							
I-072023	Reimbursable Expense - WP	R	8/09/2023	235.10		050624		235.10
00714	FAST SIGNS							
I-264-63864	SIGNS - LCRA	R	8/09/2023	123.92		050625		123.92
00713	FLUID MANUFACTURING							
I-48142	Shower Tokens - LCRA	R	8/09/2023	2,078.07		050626		2,078.07
00104	FRED'S TIRE MAN							
I-149246	Tires Unit 55	R	8/09/2023	708.59		050627		
I-149435	Ball Joints/Tie Rod End Unit55	R	8/09/2023	1,364.33		050627		2,072.92
02720	Garda CL West, Inc.							
I-10748403	Armored Truck Service	R	8/09/2023	171.20		050628		
I-20575996	Excess Premise Time - DO	R	8/09/2023	6.92		050628		178.12
02217	Greg Rents							
I-50866	Man Lift JLG 450AJ -LCRA WP	R	8/09/2023	703.09		050629		703.09
00127	INDUSTRIAL BOLT & SUPPLY							
I-243810-01	Hex Cap/Flat Waher -LCRA WP	R	8/09/2023	179.94		050630		179.94
02344	Janitek Cleaning Solutions							
I-50314A	Janitoril Serv - DO	R	8/09/2023	2,630.78		050631		2,630.78
02671	Tim Lawson							
I-071223	Reimburse Expenses 07/12/23	R	8/09/2023	24.08		050632		24.08

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00360	LESLIE'S POOL SUPPLIES, INC							
I-00142-02-045123	Pool Supplies - WP	R	8/09/2023	486.28		050633		486.28
00151	MEINERS OAKS ACE HARDWARE							
I-045807	Fuel Injector Cleaner - LCRA	R	8/09/2023	52.09		050634		
I-048430	Baracade Tape - WP	R	8/09/2023	81.69		050634		
I-050859	Ball Valve & Parts - LCRA	R	8/09/2023	99.09		050634		
I-050929	10x10 Canopy - LCRA	R	8/09/2023	96.51		050634		
I-050963	Socket Rail & Trowel - LCRA	R	8/09/2023	24.96		050634		
I-050987	Bolts & Screws - LCRA	R	8/09/2023	12.85		050634		
I-051492	Pot Hole Concrete - LCRA	R	8/09/2023	104.78		050634		
I-051540	Sanitary Survey Prep - LAB	R	8/09/2023	40.50		050634		
I-051587	Truck Supplies - PL	R	8/09/2023	82.42		050634		
I-051628	Silicone Sealant - EM	R	8/09/2023	117.84		050634		
I-051630	Rotary Drill Bit - LCRA	R	8/09/2023	24.44		050634		
I-051667	Wasp & Yellowjacket Trap-MAINT	R	8/09/2023	48.55		050634		
I-051778	Pole Saw Kit - LCRA	R	8/09/2023	375.36		050634		
I-051799	Orng Pumice Hand Cleaner-FISH	R	8/09/2023	20.99		050634		
I-051852	Polesaw Extension - LCRA	R	8/09/2023	64.34		050634		
I-051855	Fence Staples - LCRA	R	8/09/2023	21.91		050634		
I-051855a	Fence staples	R	8/09/2023	7.00		050634		
I-051873	Survey Prep Supplies - LAB	R	8/09/2023	95.90		050634		
I-051890	Brass Plugs - UTIL	R	8/09/2023	48.38		050634		
I-051926	Bolt & Screws - LCRA	R	8/09/2023	20.94		050634		
I-051977	Bolts & Screws - LCRA	R	8/09/2023	30.80		050634		
I-052002	C Batteries 8 pk - LCRA	R	8/09/2023	38.73		050634		
I-052043	SS Supply Line - LCRA	R	8/09/2023	9.36		050634		
I-052253	Black Flex Tape - LCRA	R	8/09/2023	16.08		050634		
I-052338	Indoor Mounting Tape - SAFE	R	8/09/2023	16.70		050634		1,552.21
00169	OJAI VALLEY SANITARY DISTRICT							
I-25333	Cust #20594	R	8/09/2023	295.60		050637		295.60
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-11359	Annual Leak Detection - LCRA	R	8/09/2023	2,000.00		050638		2,000.00
00215	SOUTHERN CALIFORNIA EDISON							
I-072623	Acct#700387230310	R	8/09/2023	20.40		050639		
I-072623a	Acct#700028735181	R	8/09/2023	15,105.68		050639		
I-080223	Acct#700029026585	R	8/09/2023	3,003.34		050639		
I-080323	Acct#700028645962	R	8/09/2023	82,357.63		050639		
I-080423	Acct#700009638309	R	8/09/2023	27.36		050639		
I-080423a	Acct#700598317666	R	8/09/2023	38.91		050639		
I-080423b	Acct#700028735181	R	8/09/2023	24,315.52		050639		
I-080423c	Acct#700030209177	R	8/09/2023	23,239.43		050639		148,108.27

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05786	Stericycle, Inc. I-8004470972 Shredding Service - DO	R	8/09/2023	116.28		050640		116.28
01662	TYLER TECHNOLOGIES, INC. I-025-427662 Projt Mgt Inst Accts	R	8/09/2023	250.00		050641		250.00
00225	UNDERGROUND SERVICE ALERT I-720230100 Ticket Charges/Monthly MainENG	R	8/09/2023	267.25		050642		267.25
00257	VENTURA RIVER WATER DISTRICT I-073123 Acct#5-37500A	R	8/09/2023	117.26		050643		117.26
09955	VENTURA WHOLESALE ELECTRIC I-298561 Xpro Gen LED Mini Wall Pk -WP	R	8/09/2023	423.46		050644		423.46
03864	County of Ventura Resource Man I-062116 Permit Sky High Rd - ENG	R	8/09/2023	35.53		050645		35.53
10048	WORLD WATERPARK ASSOCIATION I-062623 Membership Dues - WP	R	8/09/2023	499.00		050646		499.00
06056	Ameriflex I-FSA202308072220 FSA Deduction	R	8/09/2023	1,299.98		050647		1,299.98
00124	ICMA RETIREMENT TRUST - 457 I-DCI202308072220 DEFERRED COMP FLAT I-DI%202308072220 DEFERRED COMP PERCENT	R R	8/09/2023 8/09/2023	2,165.83 130.29		050648 050648		2,296.12
00985	NATIONWIDE RETIREMENT SOLUTION I-CUN202308072220 457 CATCH UP I-DCN202308072220 DEFERRED COMP FLAT I-DN%202308072220 DEFERRED COMP PERCENT	R R R	8/09/2023 8/09/2023 8/09/2023	1,184.90 7,742.91 436.70		050649 050649 050649		9,364.51
00774	Ventura County Sheriff's Offic I-G06202308072220 Payroll Deduction	R	8/09/2023	71.15		050650		71.15
06132	West Side Lending I-G10202308072220 Payroll Deduction	R	8/09/2023	595.98		050651		595.98
02587	A&M LAWNMOWER SHOP I-53400 Stihl Backpack Blower - MAINT I-53401 Blower/Whacker Repair - MAINT	R R	8/16/2023 8/16/2023	273.71 307.69		050652 050652		581.40

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03044	Amazon Capital Services							
I-1DT6-NG4L-LP7J	Dewalt 20V Batteries - LCRA	R	8/16/2023	283.14		050653		
I-1GW9-D9YV-3YVD	Garbage Disposal - LCRA	R	8/16/2023	4,950.75		050653		
I-1JUN-JX3K-T3KW	8qt. Measuring Container-MAINT	R	8/16/2023	54.68		050653		
I-1LC7-VMYM-167K	Yellowjacket Traps - MAINT	R	8/16/2023	137.32		050653		
I-1LCL-HVL3-6D9N	10x10 Pop Up Canopy - TP	R	8/16/2023	99.37		050653		
I-1NJH-666W-H9VT	Husqvarna Gear Box - MAINT	R	8/16/2023	112.59		050653		
I-1TLK-H9JX-Q7X9	Fuel Lift Pump - Unit 109	R	8/16/2023	26.81		050653		
I-1TPP-L4HV-4NMD	Yellowjacket Attractant -MAINT	R	8/16/2023	67.22		050653		
I-1YYP-QFKK-R1Q4	Kubota Gearbox - Unit 281	R	8/16/2023	1,340.61		050653		7,072.49
00014	AQUA-FLO SUPPLY							
I-SI2148517	8" PVC Pipe,Foothill/Fairview	R	8/16/2023	675.07		050654		
I-SI2159688	Threaded Brass Eblow - UTIL	R	8/16/2023	31.62		050654		
I-SI2162968	Abrasive Open Mesh - UTIL	R	8/16/2023	13.36		050654		720.05
01666	AT & T							
I-000020293868	Acct#9391064013	R	8/16/2023	26.92		050655		26.92
00018	AT & T MOBILITY							
I-287290467941X0823	Acct#287290467941	R	8/16/2023	249.56		050656		249.56
03429	AT&T							
I-9677290804	Acct#8310011246015	R	8/16/2023	2,210.00		050657		2,210.00
05140	Annette Ayala							
I-98	Ojai Ave Cultural Monitor-ENG	R	8/16/2023	5,955.00		050658		5,955.00
00030	B&R TOOL AND SUPPLY CO							
I-1900990685	Tool Boxes - Unit 12	R	8/16/2023	2,961.24		050659		2,961.24
06090	Bartle Wells Associates							
I-196I-1003	Water Rate Study - Admin	R	8/16/2023	23,820.00		050660		23,820.00
03059	Brenntag Pacific Inc.							
I-BP1360490	Ammonium Sulfate	R	8/16/2023	1,120.01		050661		1,120.01
09182	CalPERS							
I-1902483898	Unfunded Accrued Liab. 08/23	R	8/16/2023	68,078.75		050662		68,078.75
00055	CASITAS BOAT RENTALS							
I-001651	Pontoon Rentals - LAB	R	8/16/2023	440.00		050663		440.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03021 I-000029-835-621	Central Communications Call Center 7/23	R	8/16/2023	318.56		050664		318.56
05774 I-3830468	CliftonLarsonAllen LLP Audit Service FY 22-23	R	8/16/2023	950.00		050665		950.00
01203 I-081423	DENISE COLLIN COBRA Overpayment 8/2020	R	8/16/2023	310.30		050666		310.30
00719 I-82184039	CORELOGIC INFORMATION SOLUTION Realquest Subscription	R	8/16/2023	137.50		050667		137.50
02544 I-674924	Department of Justice Fingerprinting - WP	R	8/16/2023	224.00		050668		224.00
06008 I-265493	Docu Products Copier Usage - DO	R	8/16/2023	168.91		050669		168.91
06068 I-53857503	DXP Enterprises, Inc. Tubing - WP	R	8/16/2023	308.94		050670		308.94
00086 I-1429	E.J. Harrison & Sons Inc Acct#500891963	R	8/16/2023	105.32		050671		105.32
00086 I-5430a	E.J. Harrison & Sons Inc Acct#1C00054230	R	8/16/2023	6,212.62		050672		6,212.62
00086 I-753	E.J. Harrison & Sons Inc Acct#5007666090	R	8/16/2023	105.32		050673		105.32
00091 I-US01U001312051	ERNST & YOUNG LLP Client#0012205436	R	8/16/2023	2,144.00		050674		2,144.00
00095 I-S100107649.001 I-S100107654.002	FAMCON PIPE & SUPPLY Rubber Washers - UTIL Meter Nut Wrenches - PL	R R	8/16/2023 8/16/2023	21.45 536.25		050675 050675		 557.70
00099 I-310415A	FGL ENVIRONMENTAL Lake Nutrient Montioring 6/15	R	8/16/2023	702.00		050676		702.00
00106 I-OJ011839	FRONTIER PAINT Paint/Supplies Robles - MAINT	R	8/16/2023	172.64		050677		172.64

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00894	HOSE-MAN, INC.							
I-00036271	Hydraulic Assembly - Unit# 133	R	8/16/2023	47.99		050678		47.99
00125	IDEXX DISTRIBUTION CORP							
I-3134311764	Lab Materials - LAB	R	8/16/2023	2,641.83		050679		2,641.83
09910	J.W. ENTERPRISES							
I-368304	CT Pumping - 4M PP	R	8/16/2023	78.50		050680		
I-368305	CT Pumping - Grand Ave.	R	8/16/2023	78.50		050680		
I-368306	CT Pumping - SA Plant	R	8/16/2023	157.00		050680		
I-368307	CT Pumping - 3M Station	R	8/16/2023	78.50		050680		
I-368308	CT Pumping - Fairview Res.	R	8/16/2023	78.50		050680		
I-368309	CT Pumping - Casitas Dam	R	8/16/2023	78.50		050680		
I-368310	CT Pumping - Bates Res.	R	8/16/2023	78.50		050680		628.00
00151	MEINERS OAKS ACE HARDWARE							
I-051114	Faucet Supply Line - LCRA	R	8/16/2023	14.63		050681		
I-051310	Bolts & Screws - LCRA	R	8/16/2023	25.32		050681		
I-051341	MEINERS OAKS ACE HARDWARE	R	8/16/2023	61.93		050681		
I-051394	Gumout Strat Fluid - LCRA	R	8/16/2023	26.76		050681		
I-051584	Supplies - UTIL	R	8/16/2023	180.42		050681		
I-051656	Hinge - LCRA	R	8/16/2023	7.80		050681		
I-052443	Utility Knife - PL	R	8/16/2023	25.28		050681		
I-052535	Blowoff Duster - LCRA	R	8/16/2023	33.68		050681		
I-052571	10x12 Blue Tarp - PL	R	8/16/2023	8.77		050681		
I-052586	Poly Tube - LCRA	R	8/16/2023	2.47		050681		
I-052594	PVC Repair Coupling - LCRA	R	8/16/2023	31.20		050681		
I-052597	Poly Tube - LCRA	R	8/16/2023	7.40		050681		
I-052635	White Gorilla Tape - LCRA	R	8/16/2023	61.27		050681		
I-052659	Concrete Mix - LCRA	R	8/16/2023	23.98		050681		
I-052751	Painting Supplies - LCRA	R	8/16/2023	62.12		050681		
I-052763	Blk. Spraypaint Primer- LCRA	R	8/16/2023	32.18		050681		
I-052792	32" Lopper - LCRA	R	8/16/2023	48.79		050681		654.00
03444	Mission Linen Supply							
I-519769771	Pant Rental - PL	R	8/16/2023	42.89		050683		
I-519769772	Pant Rental - MANT	R	8/16/2023	26.26		050683		
I-519769775	Pant Rental - TP	R	8/16/2023	57.52		050683		
I-519812200	Pants Rental - PL	R	8/16/2023	42.89		050683		
I-519812201	Pants Rental - MAINT	R	8/16/2023	26.26		050683		
I-519812204	Pant Rental - TP	R	8/16/2023	57.52		050683		253.34
06134	Nord Muhmmad							
I-1252850	Camping Cancellation - LCRA	R	8/16/2023	168.00		050684		168.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
06133	Obie Paul							
I-1260047	Camping Cancellation - LCRA	R	8/16/2023	231.00		050685		231.00
05977	ODP Business Solutions, LLC							
I-325811830001	Office Supplies - ADMIN	R	8/16/2023	141.99		050686		141.99
01570	Ojai Auto Supply							
I-573636	Fule Filter - Unit 109	R	8/16/2023	20.80		050687		
I-573947	Super HC Ind V-Belt - PL	R	8/16/2023	103.02		050687		
I-574083	Napagold Fuel Filter - Unit 88	R	8/16/2023	55.85		050687		
I-574094	Motor Oil Stock - Unit 109	R	8/16/2023	37.52		050687		
I-574222	Cabin Ari Filter - Unit 69	R	8/16/2023	23.95		050687		
I-574232	Lamps - Unit 35	R	8/16/2023	7.82		050687		
I-574674	Starter - Unit #28	R	8/16/2023	247.35		050687		
I-574832	Fuel Line Sleave kit- Unit#114	R	8/16/2023	24.88		050687		521.19
00165	OJAI LUMBER CO, INC							
I-2307-747399	8' Treated Peeler Pole - LCRA	R	8/16/2023	180.35		050688		180.35
00169	OJAI VALLEY SANITARY DISTRICT							
I-25411	Ave # 2 PP	R	8/16/2023	59.12		050689		59.12
01627	OSCAR'S TREE SERVICE							
I-63190	Tree Trimming - MAINT	R	8/16/2023	3,200.00		050690		
I-63191	Tree Removal - MAINT	R	8/16/2023	2,650.00		050690		5,850.00
05155	Plaza Locksmith Inc							
I-51582	Lock Smith Service - MAINT	R	8/16/2023	265.34		050691		265.34
00184	POWERSTRIDE BATTERY CO, INC							
I-V609759	Battery for Canal Gate- MAINT	R	8/16/2023	112.69		050692		112.69
00790	PROFORMA							
I-BI85010324A	Marina Cafe Hangtags - LCRA	R	8/16/2023	770.41		050693		770.41
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-11365	Gas Tank Inspection - LCRA	R	8/16/2023	250.00		050694		
I-11366	Gas Tank Inspection - LCRA	R	8/16/2023	250.00		050694		500.00
00732	QUINN RENTAL SERVICES							
I-PC010435738	Hydro Adv 10W Oil - PL	R	8/16/2023	187.47		050695		187.47
02850	Sintra Group							
I-2023145	Background Investigation-LCRA	R	8/16/2023	2,028.00		050696		
I-2023171	Background Investigation-LCRA	R	8/16/2023	4,792.50		050696		6,820.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00050	I-L1330468944		STATE OF CALIFORNIA - EDD Unemployment Insurance	R	8/16/2023	966.00	050697	966.00
06091	I-750147		RedNova Labs, Inc. StorEDGE FMS/Website Pro	R	8/16/2023	337.50	050698	337.50
02703	I-135058781-0007		Sunbelt Rentals 500 Gas Fuel Tank - ENG	R	8/16/2023	2,089.16	050699	2,089.16
02527	I-44244 I-44386 I-44623		Traffic Technologies LLC Pavement Tape - LCRA Signs - LCRA Stop/Slow Paddles-UTIL	R R R	8/16/2023 8/16/2023 8/16/2023	327.75 876.73 162.24	050700 050700 050700	1,366.72
00225	I-23-240109		UNDERGROUND SERVICE ALERT Regulatory Costs - ENG	R	8/16/2023	88.53	050701	88.53
00246	I-NV24739-23		VENTURA COUNTY AIR POLLUTION Violation #24739	R	8/16/2023	586.00	050702	586.00
00254	I-AJ080823-01		VENTURA LOCKSMITHS Key Copies - Unit# 16	R	8/16/2023	25.86	050703	25.86
00258	I-289122 I-289654		VENTURA STEEL, INC 14"x36" Aluminum Plate - EM 2x2x" H.R. Angle - LCRA	R R	8/16/2023 8/16/2023	55.77 138.35	050704 050704	194.12
00663	I-81862932 I-81862935 I-81862943		WAXIE SANITARY SUPPLY Janitorial Supplies - LCRA Clean & Soft SM/Super - LCRA Clean & Soft SM/Super - LCRA	R R R	8/16/2023 8/16/2023 8/16/2023	2,066.81 1,387.92 308.41	050705 050705 050705	3,763.14
05028	I-W3G2616		Weck Analytical Environmental Sampling 06/20/23	R	8/16/2023	1,825.00	050706	1,825.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	94	348,274.50	0.00	348,274.50
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	10	219,877.74	0.00	219,877.74
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 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE: 8/03/2023 THRU 8/16/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
				NO				
VENDOR SET: 01	BANK: AP	TOTALS:	104	INVOICE AMOUNT	DISCOUNTS		CHECK AMOUNT	
				568,152.24	0.00		568,152.24	
BANK: AP	TOTALS:		104	568,152.24	0.00		568,152.24	
REPORT TOTALS:			104	568,152.24	0.00		568,152.24	

SELECTION CRITERIA

VENDOR SET: 01-Casitas Mun Water Dist
VENDOR: ALL
BANK CODES: Include: AP
FUNDS: All

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 8/03/2023 THRU 8/16/2023
CHECK AMOUNT RANGE: 0.00 THRU 9,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: YES
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

Adjudication Charge Fund Account

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.

Adj. Checks: No checks cut during this period
Adj. Draft
Voids:

Janyne Brown , Chief Financial Officer

Minutes of the Board of Directors
Meeting Held August 9, 2023

1. CALL TO ORDER

President Hajas called the meeting to order at 5:00 p.m.

2. ROLL CALL

Directors Cole, Brennan, Bergen, Kaiser and Hajas are present. Also present are GM Flood, AGM Dyer, EA Vieira and Counsel McNulty.

3. PLEDGE OF ALLEGIANCE

President Hajas led the Pledge of Allegiance.

4. AGENDA CONFIRMATION

There were no Changes

5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.

None

6. CONSENT AGENDA

6.a. Accounts Payable Report.
[Accounts Payable Report.pdf](#)

6.b. Minutes of the July 26, 2023 Board Meeting.
[7 26 2023 Min.pdf](#)

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

AYES:	Directors:	Cole, Brennan, Bergen, Kaiser, Hajas
NOES:	Directors:	None
ABSENT:	Directors:	None

7. INFORMATION ITEMS

7.a. Finance Committee Minutes.
[Finance Committee Minutes 072123.pdf](#)

7.b. Lake Casitas and Casitas Dam Spillway Operations.

[Board Info Memo on Casitas Dam Spil way Operations 080923.pdf](#)

- 7.c. Response to the 2022-2023 Ventura County Grand Jury Report entitled "Water Availability for Wildfires in Ventura County".
[Grand Jury Report Water Availability for Wildfires 6 12 2023.pdf](#)
[CMWD Letter Response to Ventura Grand Jury re Water Avail for Fires.pdf](#)
- 7.d. State Water Project Intertie Report.
[SWP Intertie Project Cost 7-31-23.pdf](#)
- 7.e. CFD 2013 Report.
[CFD 2013-1 Project Cost 7-31-2023.pdf](#)
- 7.f. Adjudication Charges Report.
[Adjudication Charges YTD 7.31.23.pdf](#)
- 7.g. Consumption Report June.
[Consumption 2022-2023.pdf](#)
- 7.h. Financials May 2023 & Non Budgeted Items.
[Financial Statements 5-31-2023 Summary.pdf](#)
- 7.i. Investment Report.
[Investment Report FY2024 July.pdf](#)

President Hajas thanked staff for the response to the Grand Jury. The Information Items were received.

8. GENERAL MANAGER COMMENTS

GM Flood informed the board that Ojai Day is Saturday, Oct 21st and the Conservation Team is on point for that and Kelley and I will be there a portion of the day.

Water Security tours will be held again this year on Saturday October 28 and November 4.

Director Kaiser suggested having a booth at the fairgrounds as a good place for PR and outreach.

9. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

BB attended United Water presentation last Thursday.

10. BOARD OF DIRECTOR COMMENTS PER GOVERNMENT CODE SECTION 54954.2(a).

None

President Hajas moved the meeting to closed session at 5:05 p.m.

11. CLOSED SESSION

- 11.a. 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.

President Hajas moved the meeting back into open session at 5:30 p.m.

12. ADJOURNMENT

President Hajas adjourned the meeting at 5:30 p.m.

Mary Bergen, Secretary

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS

FROM: MICHAEL FLOOD, GENERAL MANAGER

SUBJECT: Declare Vehicle Unit #40 Surplus and Direct Staff to Dispose of Same

DATE: August 18, 2023

RECOMMENDATION:

The Board of Directors declare Vehicle Unit #40 (2007 Ford ½ Ton Pickup) and direct staff to dispose of same.

BACKGROUND:

This unit is sixteen years old, has 137,413 miles, is currently non-functional, and requires repairs exceeding \$3,800 to get it back on the road.

It is scheduled to be replaced when a new vehicle arrives in the next few weeks.

Due to the non-functional nature of the vehicle, it is difficult to estimate what funds it would bring in via the online auctions through GovDeals.

GovDeals has yielded excellent results for auctions of this kind in the recent past.

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, General Manager
RE: **Approve an unbudgeted item in the amount of \$85,934 for rehabilitation of the Fairview Reservoir Site Access Road.**
Date: August 18, 2023

RECOMMENDATION:

Approve the item as presented

BACKGROUND:

In April of 2023, District staff was contacted by Steve Barnard of Barnard Properties, LLC regarding cost sharing of the rehabilitation of the access road for Casitas' Fairview Reservoir Site access road.

The project involves rebuilding of the road that passes through the Barnard property orchards and includes both an upper and lower road rehabilitation in the amount of \$171,868.

Barnard Properties, LLC has requested a cost share of 50% of this cost or \$85,934.

While Casitas owns an easement for this access road, the easement agreement does not currently have a provision for road maintenance.

The Finance Committee reviewed this item and recommends that the Board of Directors approve this request.

DISCUSSION:

This access road provides necessary access for Casitas staff to the Fairview Reservoirs in order to conduct maintenance, water quality testing, and other tasks related to the operation of the drinking water system.

The access road is in a poor condition due to years of use which has been exacerbated by this year's storm activity (pictures attached).

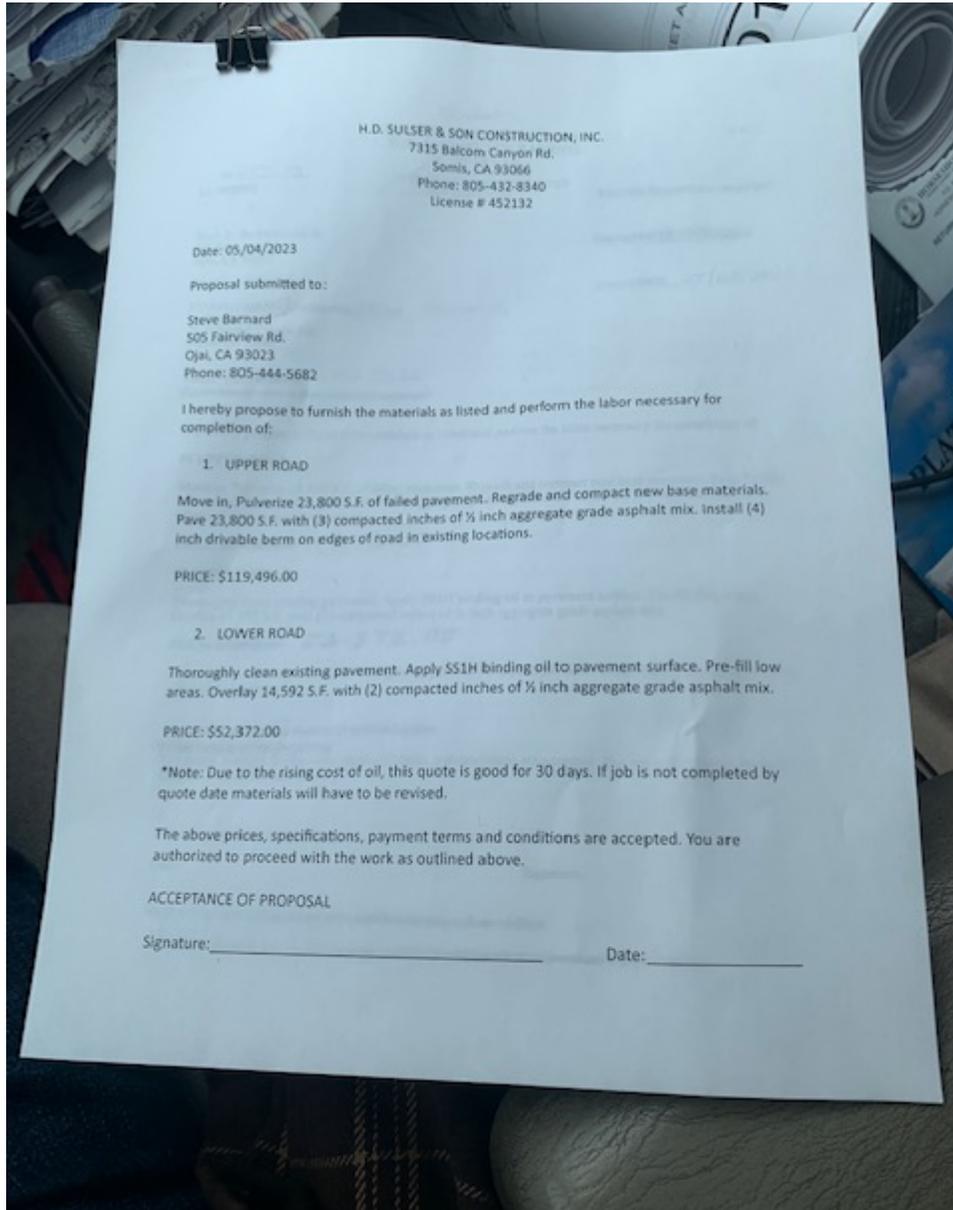
The project involves the rehabilitation of approximately 38,400 square-feet of paved surface.

Staff has reviewed this cost and believes it is in line with what the District's recent cost expectations expects for its paving projects.

FINANCIAL IMPACT

This is an unbudgeted item and would be funded from District reserve funds.

Written Estimate of Access Road Rehabilitation Costs provided to Barnard



Map of Fairview Reservoirs Access Road



Map of Intersections and Tank Sites





Upper Tank Site



Location #1



Location #2



Location #3



Location #4



Location #5



Lower Tank Site

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: INFORMATION ON WATER RATES AND CITY OF VENTURA PAYMENTS
DATE: 08/23/2023

RECOMMENDATION:

That the Board receive information regarding water rates and City of Ventura payments.

BACKGROUND:

On April 12, 2023, the Board authorized a contract with Bartle Wells Associates to conduct a Cost of Service and Rate Design Study (Rate Study) to inform water rates for the next five years. The previous water rate study was conducted in 2017.

The scope of the Rate Study included updating the 10-year financial plan and developing a rate structure sufficient to generate revenues needed to cover the cost of service and maintain the District's financial reserves to policy levels.

The Board of Directors received a presentation on the proposed water rates on June 14, 2023 and the draft rate study report was posted to the District website on July 7, 2023: <https://www.casitaswater.org/Home/Components/News/News/147/17>

DISCUSSION:

The District received a comment letter from the City of Ventura, and discussions between Ventura and Casitas staff have occurred.

Staff will provide a presentation to the Board regarding water rates and City of Ventura payments that has been reviewed by the Ad-Hoc Water Rates Committee.

Pursuant to State law established by Proposition 218, property owners must be notified of any proposed increases to rates at least 45 days prior to the date of the public hearing for the District to consider the rate increases. Property owners may protest the proposed increase.

In order to implement new rates by January 1, 2023, staff would need direction to mail notices by end of October 2023 prior to a formal public hearing in December.

FINANCIAL IMPACT:

The proposed rates are based on projected revenue needs to fund operation and maintenance costs, debt, capital improvements, and financial reserves over the next five years.

Pending Board direction, the new rates are proposed to take effect with a January 1, 2024 effective date. The estimated revenue loss for delaying the effective date from September 1, 2023 to January 1, 2024 is approximately \$500K. A monthly evaluation of budgeted compared with actual expenses, revenues, and use of reserves is provided to the Finance Committee.



Information Regarding Water Rates and Payments from City of Ventura

**Board Meeting
August 23, 2023**



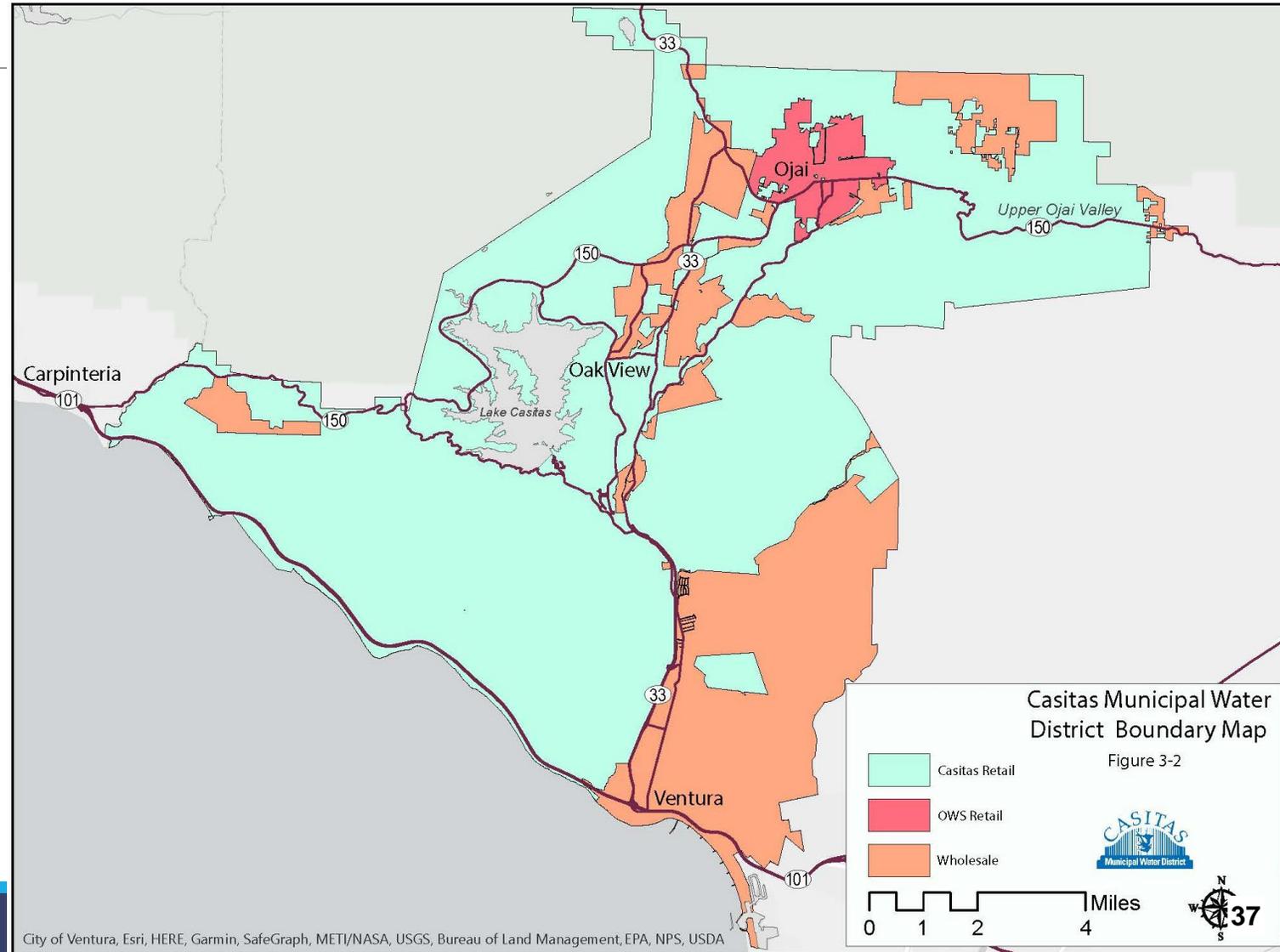
Outline

- Background on Casitas MWD, Cost Allocation, Revenue
- Draft Rate Study and City of Ventura Bill Impacts
- Next Steps



Casitas Background

- Special District formed in 1952
- Provides water supply and recreational services
- Population served ~64,000
 - 46,000 wholesale
 - 18,000 retail

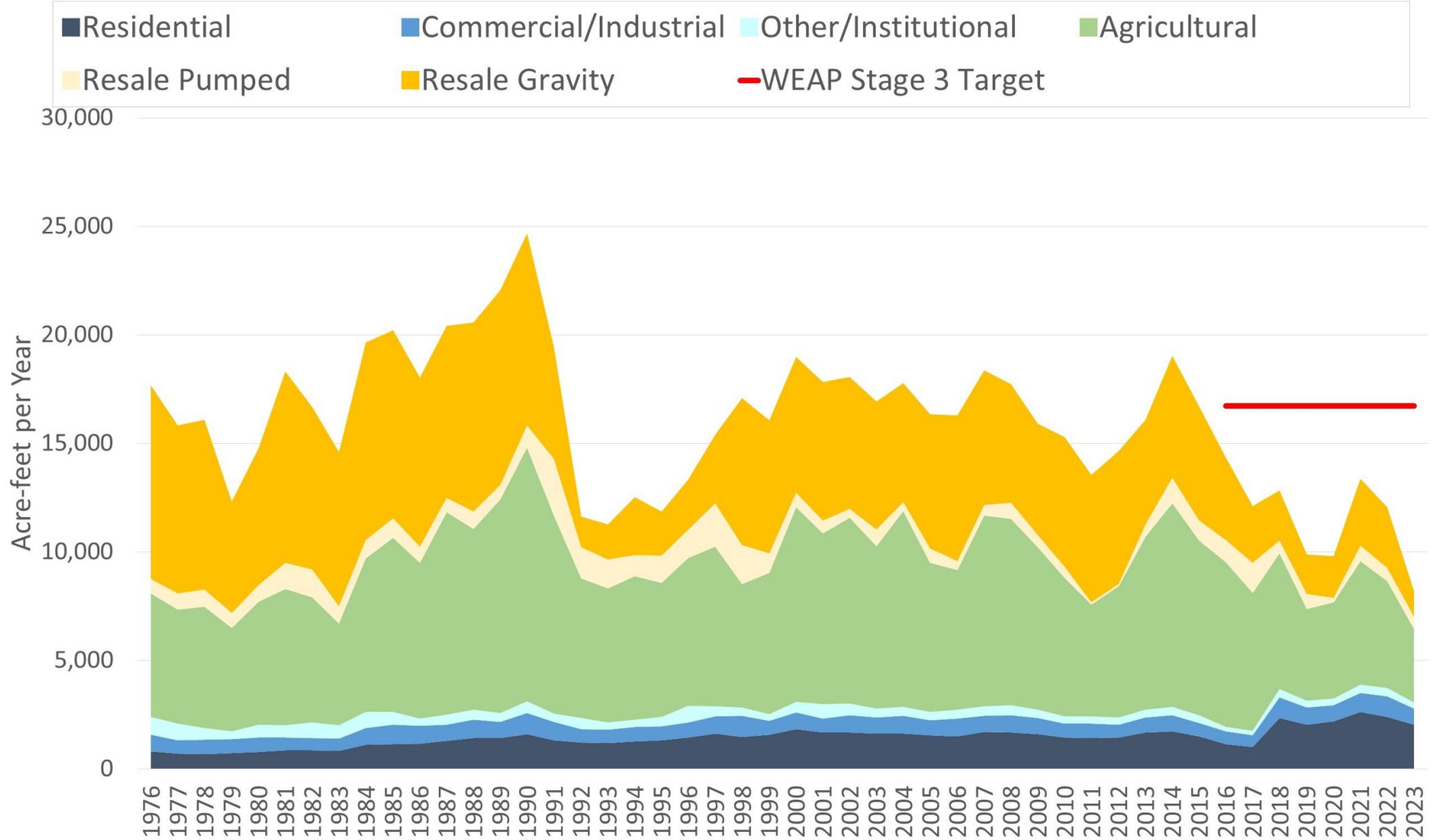


What makes Casitas different from most other water agencies?

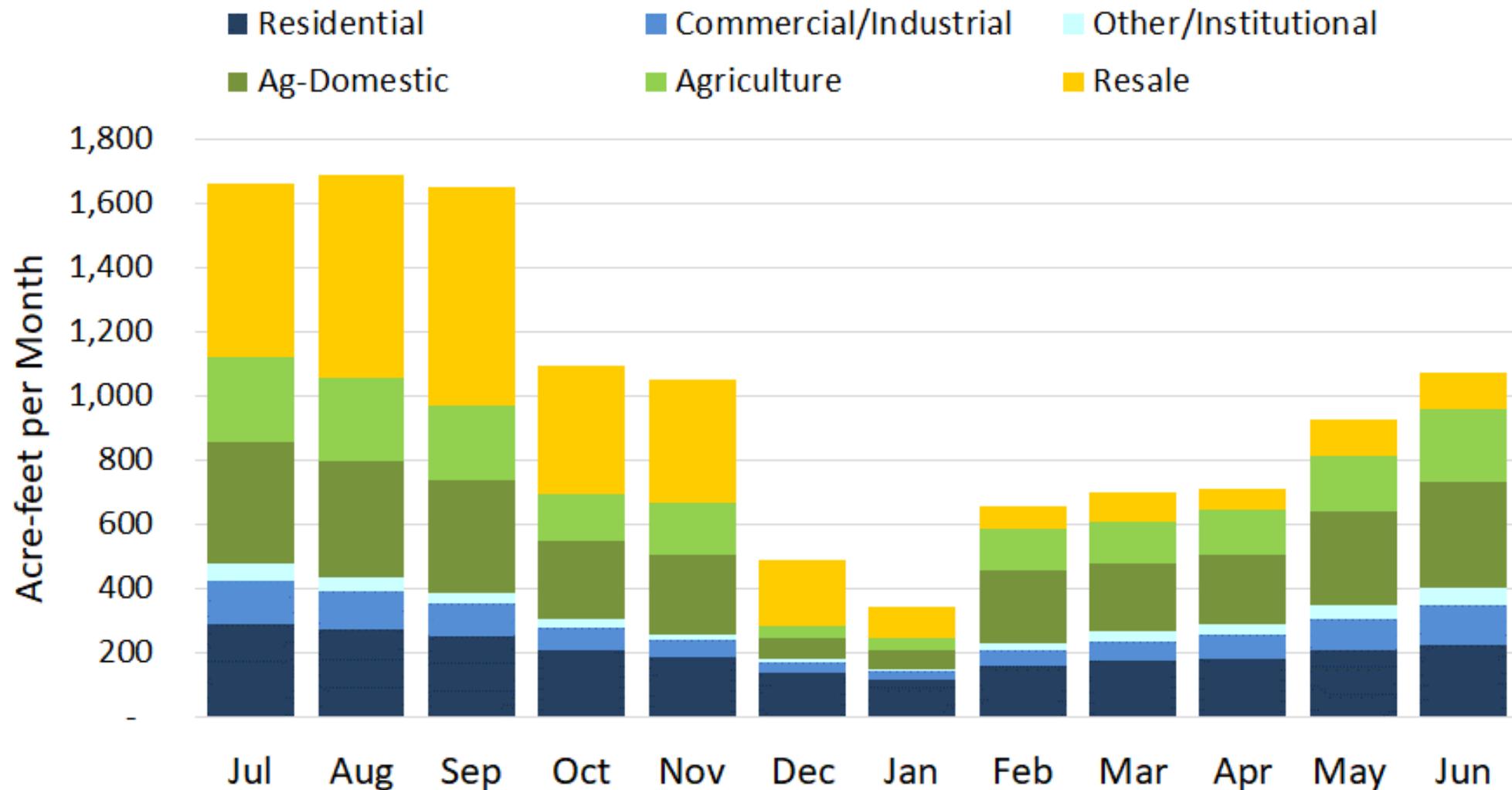
- Provides both retail and wholesale water service
- Backup water supply for Agriculture and Resale uses, which have high variation in water use from year to year
- Responsible for operating and maintaining large-scale federal facilities such as Ventura River Project/Lake Casitas
- Few agencies are similar in all characteristics



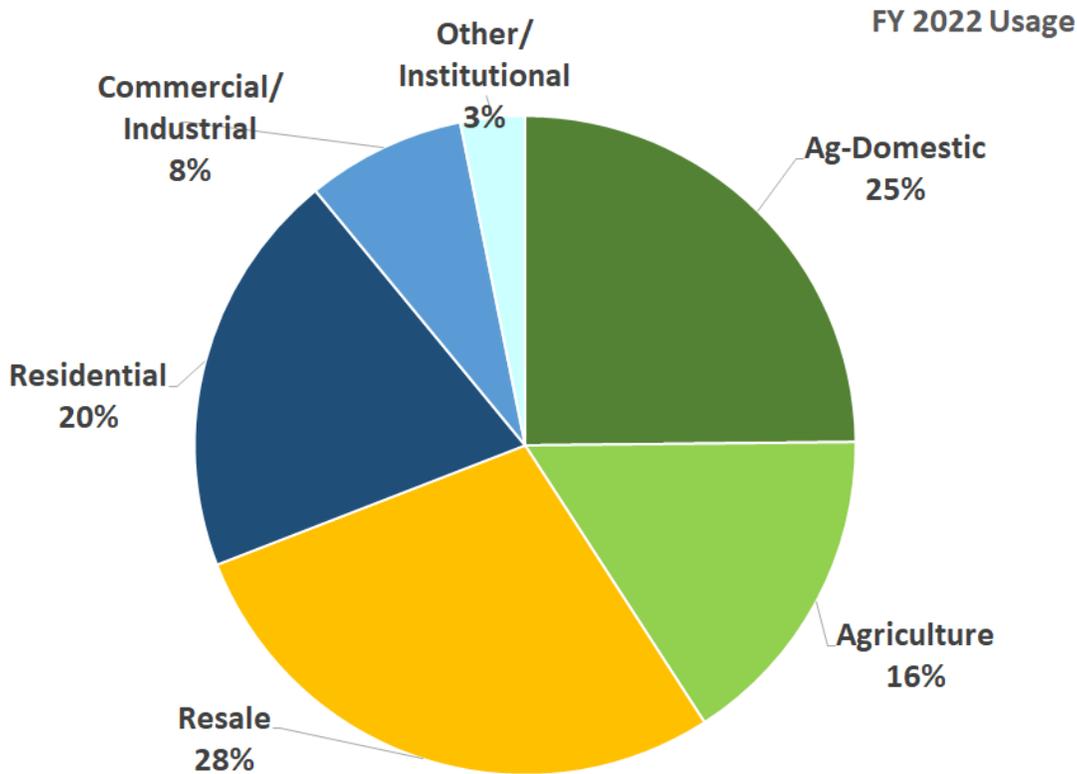
Total Water Use by Customer Class (Casitas and Ojai Systems)



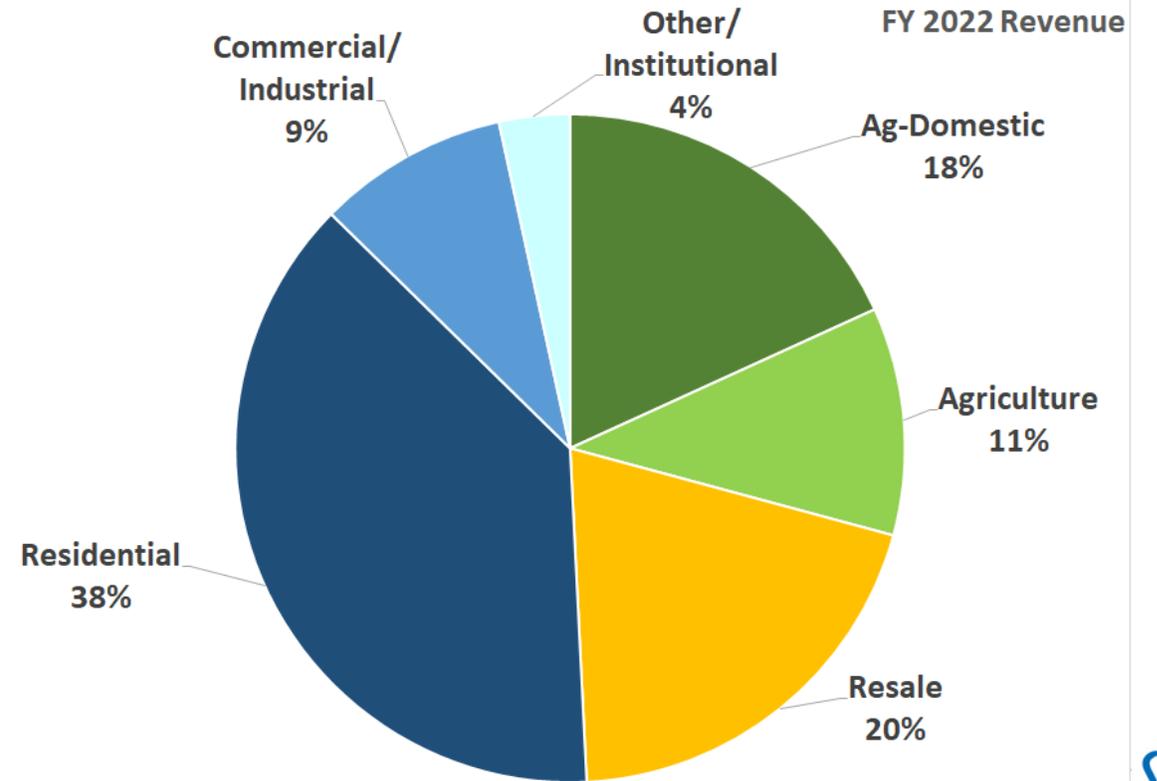
FY 2022 Usage



FY 2022 Usage and Revenue Mix



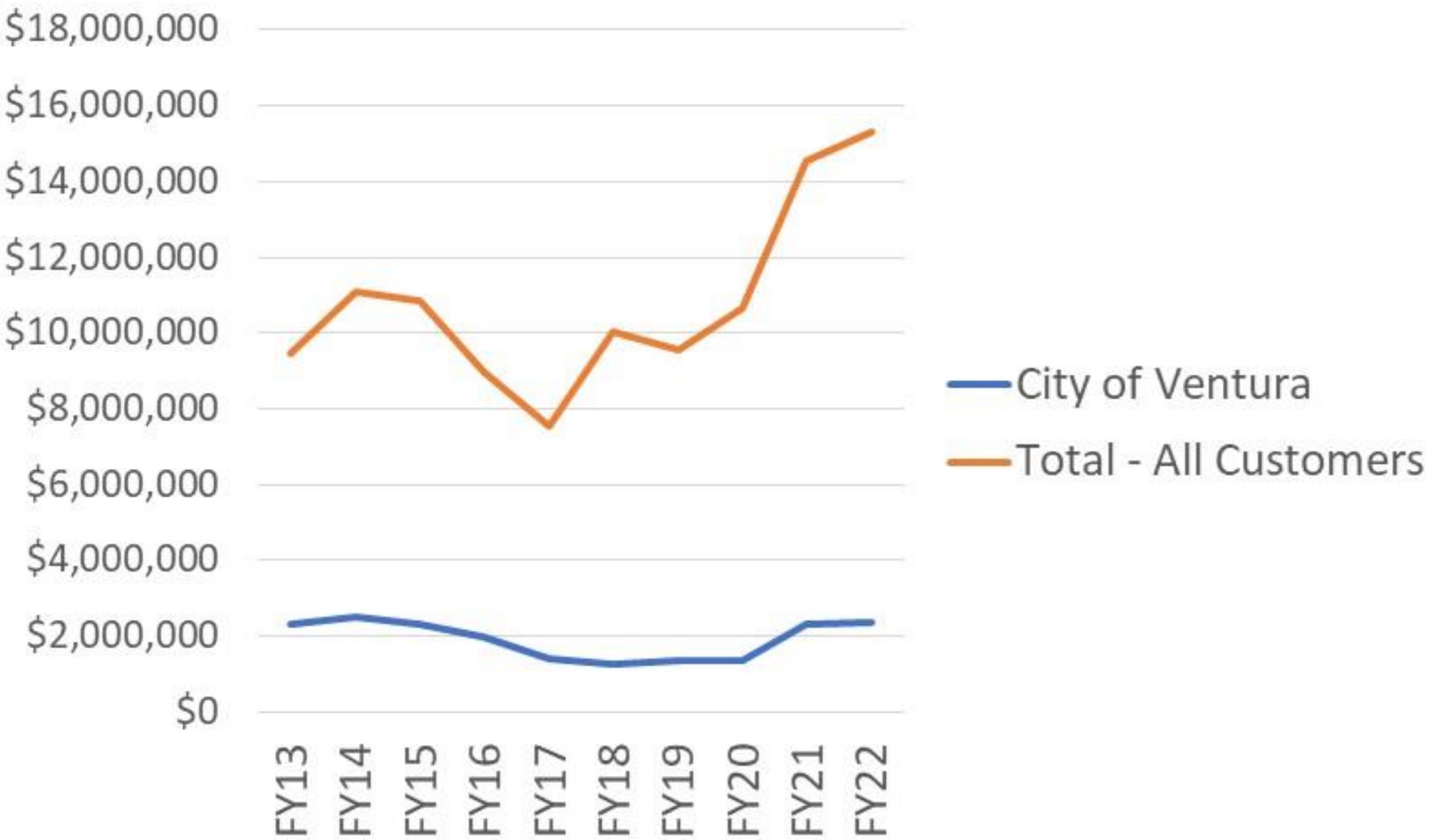
Usage



Revenue



Total Revenue from Water Rates



Cost Allocation

- 2017 Rate Study allocated costs based on meter capacity (AWWA manual), and City of Ventura fixed charges decreased significantly from previous charges
- BWA analysis shows that actual water use of the water system assets are disproportionate to the capacity of the meter sizes



Concept of Equivalent Meter Ratios

- Larger meters impose a greater potential demand on the water system
- Potential customer demand is assumed to be proportional to meter size
- Developing equivalent capacity ratios specific to a particular utility and its system characteristics is normally desired, as opposed to using a standardized table of meter equivalencies
- Acknowledgment that facilities such as impounded reservoirs may be designed based on annual average demands

(AWWA M1 Manual, 7th Edition)



Additional Considerations

- System facilities are generally not designed based on the meter capacity connected to it
- 5/8" meter was the smallest manufactured, even if that is oversized for the projected demand



Current Fixed Versus Volumetric Charges

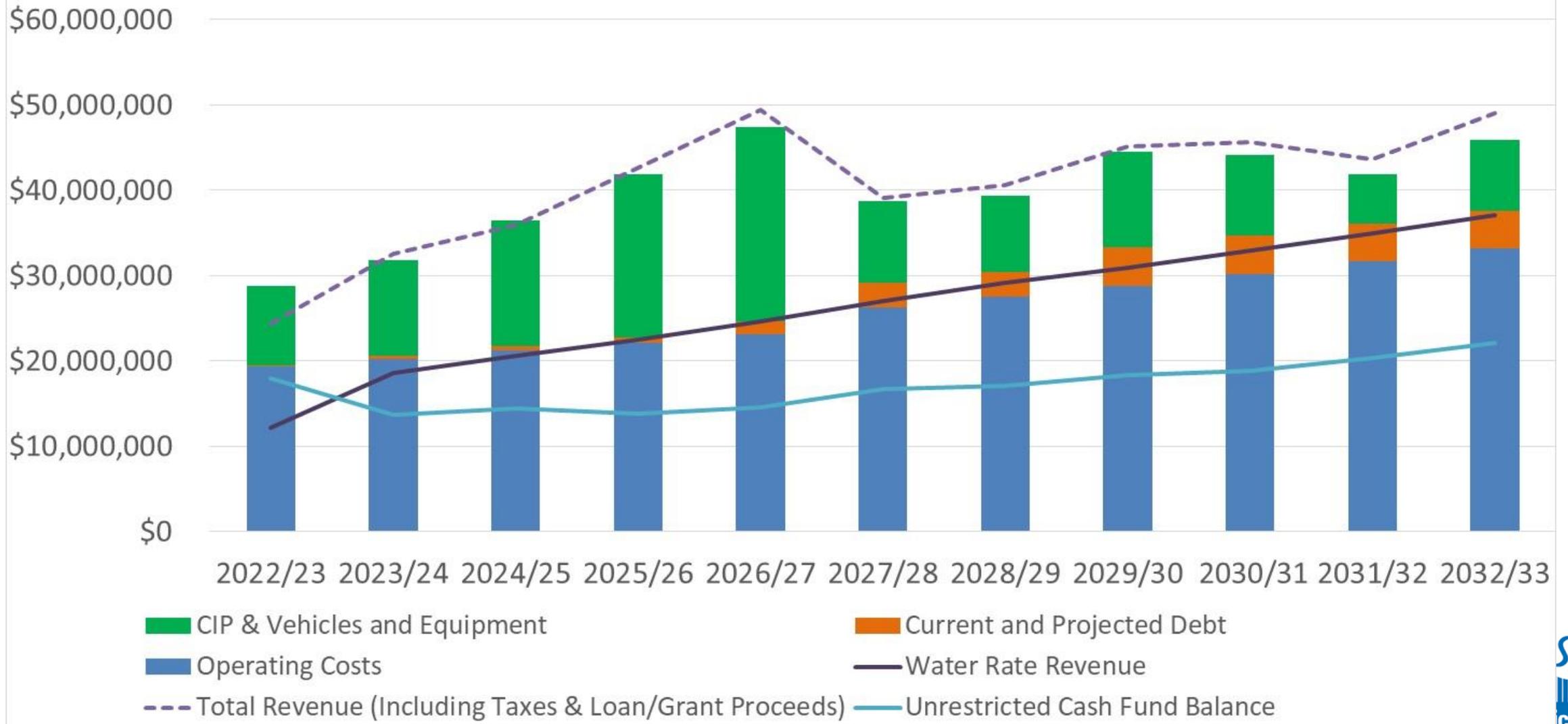
CURRENT (Based on 13,000 AF Projected Use)					
	Fixed	Volumetric	Total	Fixed	Volumetric
Residential	\$3,655,016	\$2,730,464	\$6,385,481	57%	43%
Commercial/Industrial	\$602,409	\$1,376,427	\$1,978,836	30%	70%
Ag	\$277,702	\$1,664,918	\$1,942,620	14%	86%
Ag Domestic	\$551,673	\$2,608,307	\$3,159,980	17%	83%
Other/Institutional	\$32,192	\$161,060	\$193,252	17%	83%
Resale	\$555,543	\$2,153,555	\$2,709,099	21%	79%
TOTAL	\$5,674,536	\$10,694,730	\$16,369,266	35%	65%



DRAFT RATE STUDY



Casitas MWD: 10-Year Financial Plan

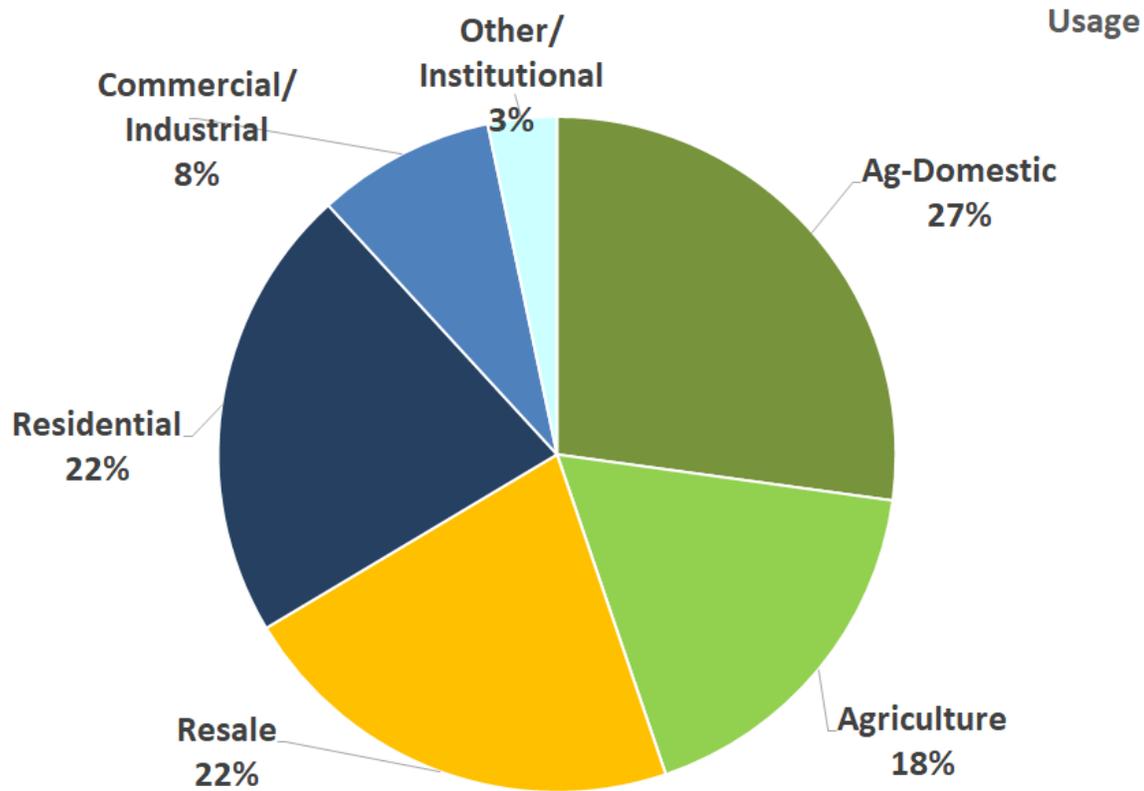


Proposed Fixed versus Volumetric

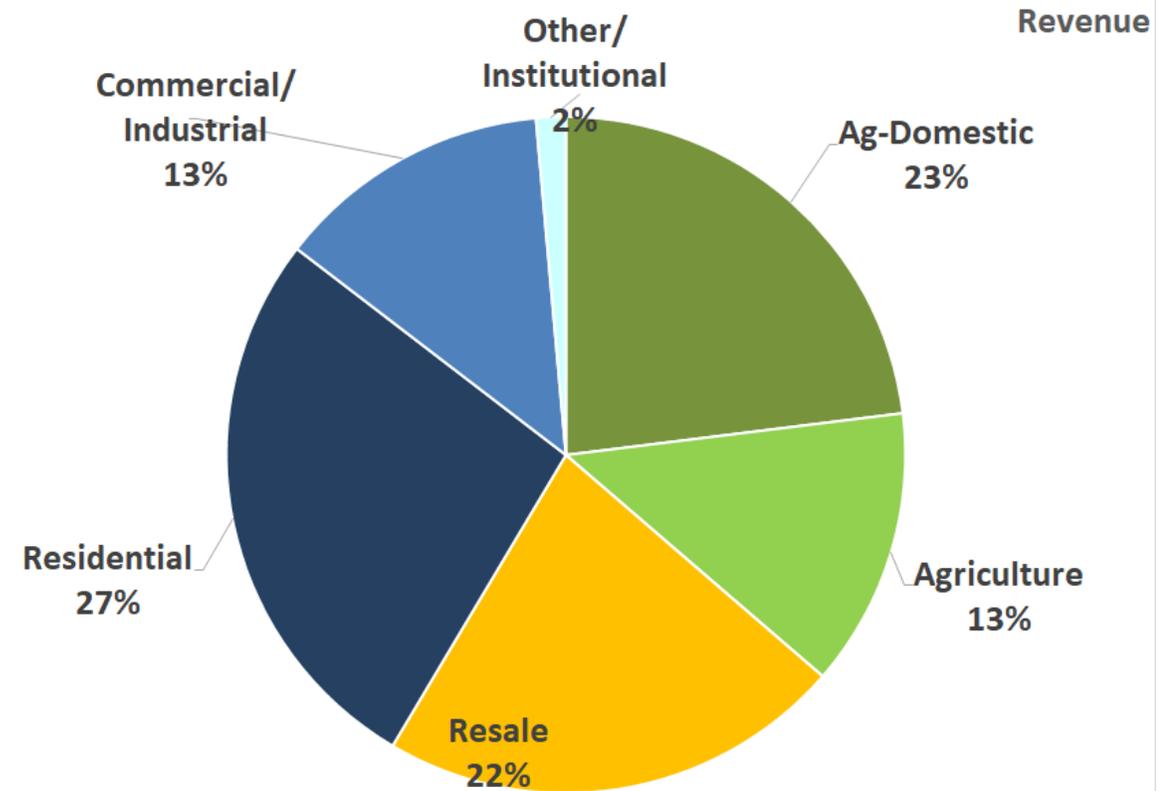
PROPOSED (Based on 13,000 AF Projected Use)					
	Fixed	Volumetric	Total	Fixed	Volumetric
Residential	\$3,350,310	\$4,241,203	\$7,591,513	44%	56%
Commercial/Industrial	\$1,442,680	\$2,267,842	\$3,710,522	39%	61%
Ag	\$810,058	\$2,948,942	\$3,759,000	22%	78%
Ag Domestic	\$1,905,566	\$4,590,592	\$6,496,159	29%	71%
Other/Institutional	\$133,097	\$264,962	\$398,059	33%	67%
Resale	\$2,291,988	\$3,962,959	\$6,254,947	37%	63%
TOTAL	\$9,933,700	\$18,276,500	\$28,210,200	35%	65%



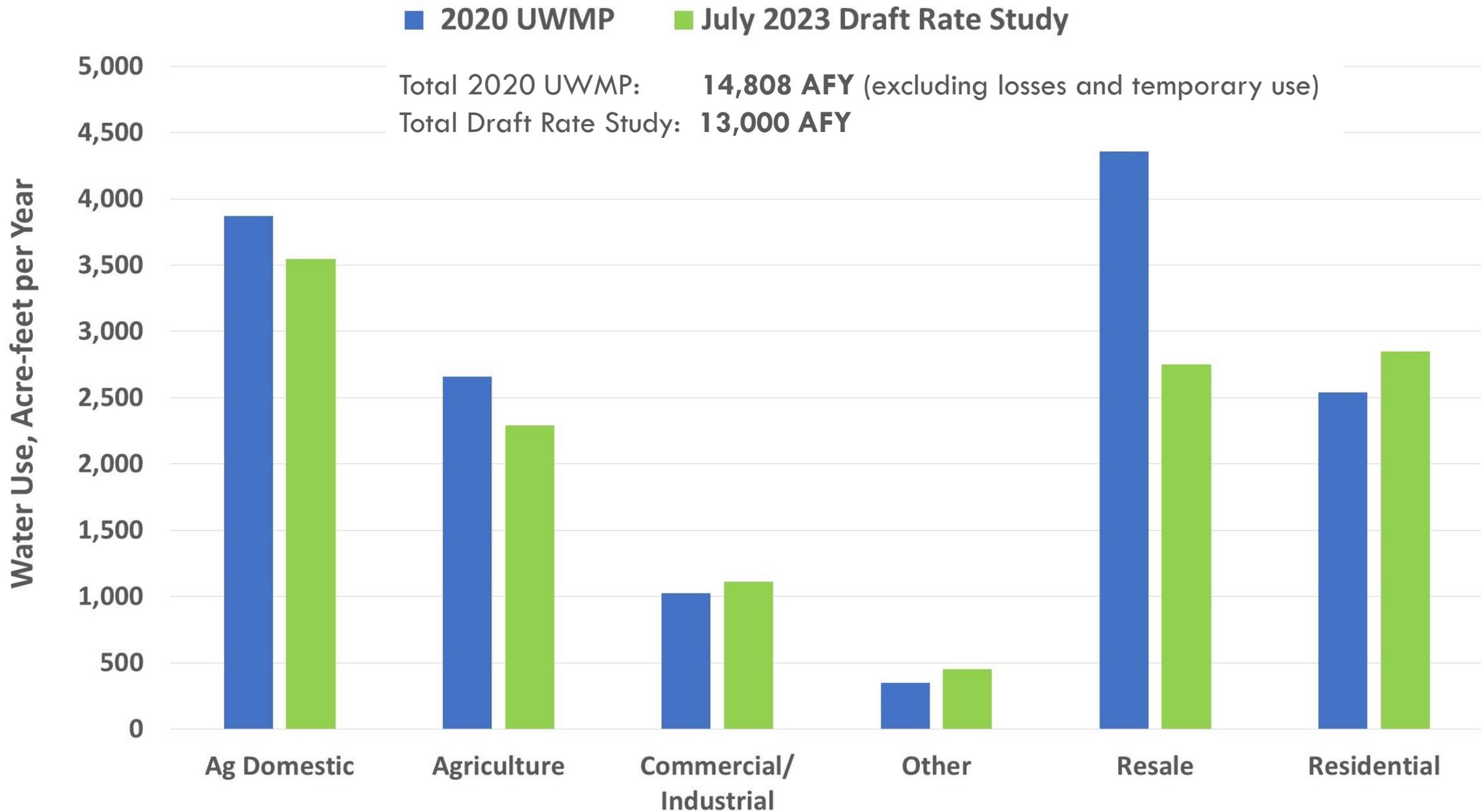
Proposed



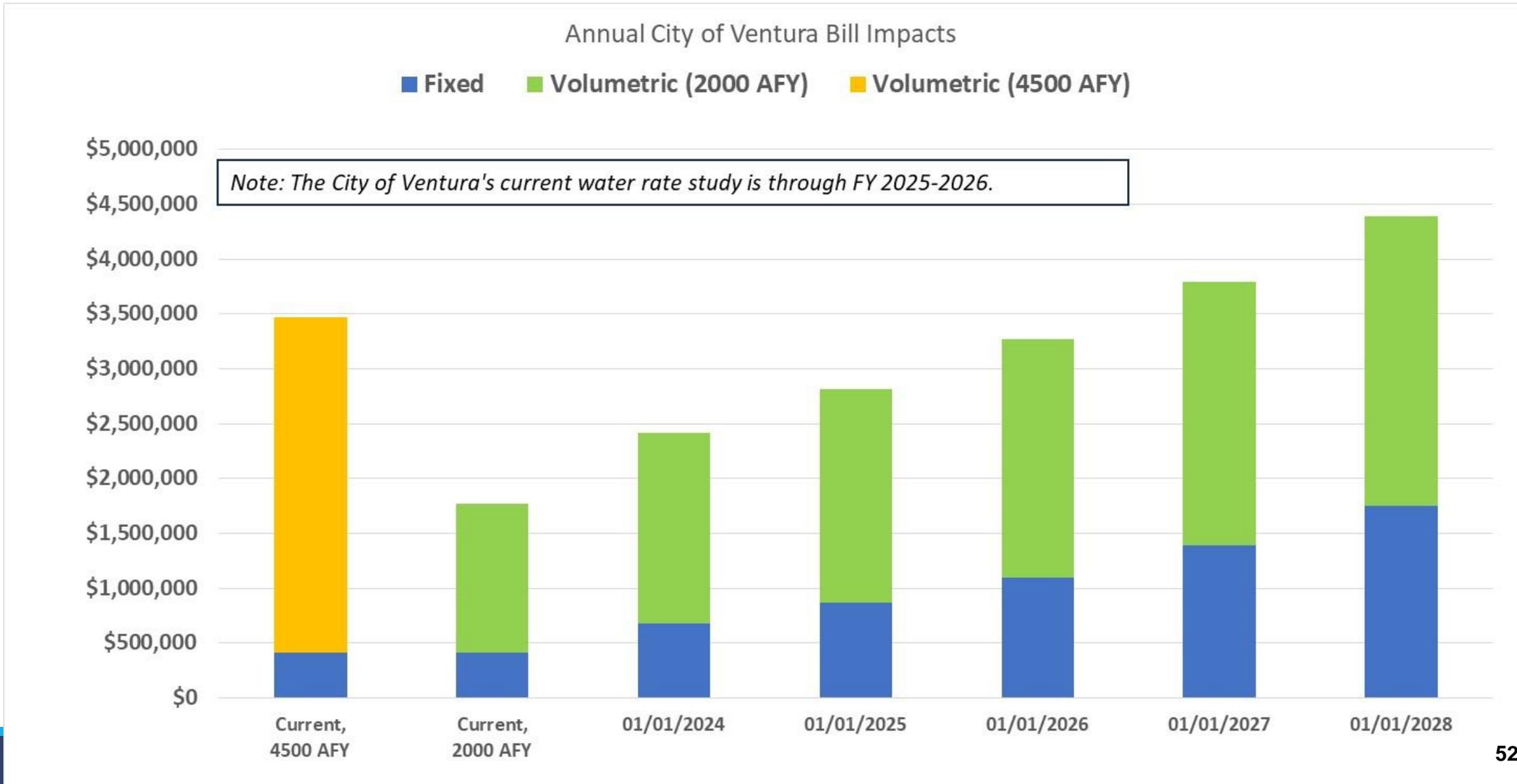
Usage



Revenue

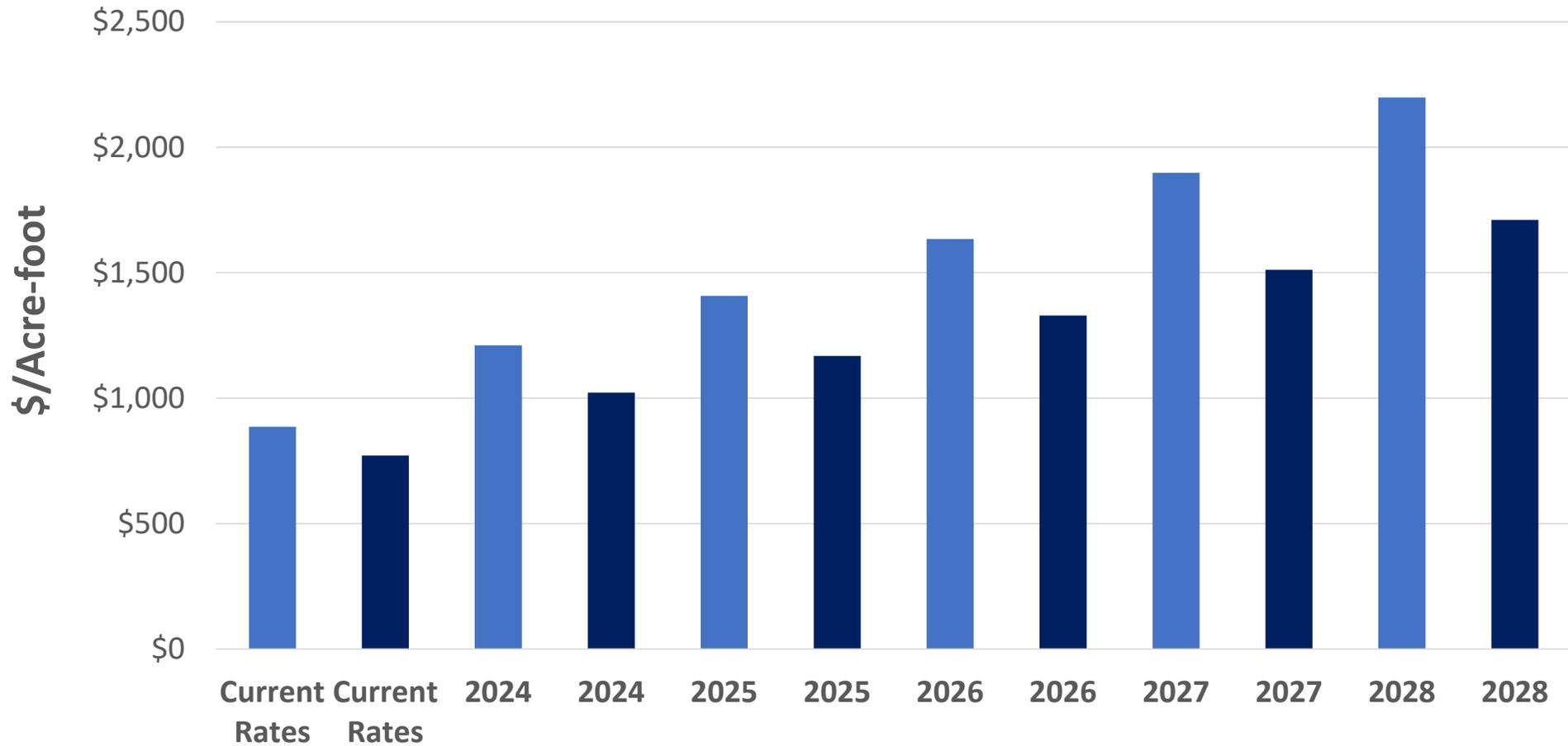


Bill Impacts to City of Ventura



City of Ventura \$/Acre-foot Comparisons Current and Proposed Water Rates

■ 2000 AFY ■ 4500 AFY



NEXT STEPS



Next Steps

- Adjustments to Model Inputs (CIP)
- Review Revised Rates and Schedule public hearing



END OF PRESENTATION



Chairman and fellow board members

My definition of cost of service for the meter charge is the cost to maintain, replace and upgrade the infrastructure necessary to provide the water to a meter at peak flows. This cost is then annualized and billed monthly as the meter charge. This is not the same definition as used in the rate study.

I cannot support the Rate Study as currently proposed. The reasons are as follows:

1. The rate study is only looking at the next 10 years of expenditures. Casitas has many components that have a 20 to 90 year life expectancy. Most of this infrastructure was installed at the same time in the late 50's and early 60's. This infrastructure is now over 60 years old and we should expect to see greater needs to replace this infrastructure over the next 15-30 years. Our rates should include collecting funds now for at least a portion of those replacements.
2. The volumetric method of calculating the fixed costs is reasonable if you have a water system with fairly homogeneous customers, like the City of Davis and Metropolitan. That is not Casitas! This method could cause our rates to vary highly from one rate study to the next as many of our customers have highly variable water usage. If we get into a wet period, similar to the 90's, this will result in lower meter costs for many of our customers. This is not what Casitas should strive for as maintenance/replacements will be required whether or not a meter is used.
3. Water systems are designed to provide peak flows. Peak flows are determined by either fire flows or meter capacities. In an urban/suburban system, like the City of Davis, peak flows are fire flows. An easy case can be made that fire flows benefit the whole community. In this case, the volumetric method is a reasonable way to divide costs. In Casitas' system, peak flows are driven by meter size. Everyone who is paying for a 2" meter service expects to get the full 160 gpm delivered to them, even if everyone turns on their meters at the same time. In Casitas' system, this demand exceeds the fire flow demand. This demand is what determines pipe size, pump plant size, reservoir size and treatment plant capacity. In other words, even if a person never takes a drop of water, Casitas still has to provide that capacity. That cost money. Should other customers have to pay for this additional capacity?
4. It costs less to serve 100 AF of water to 1 meter than it costs to serve 100 AF to 300 meters the same distance away. The volumetric system assumes it costs the same. This is a major problem for our unique system.
5. If the City reduces their meter size and reduces the volume of water received, Casitas will be very close to not meeting the bond cover ratio of 1.25 in the 5th year. If we have a couple of wet years in the next 5 and sell less than 13,000 AF/yr average over the 5 year period, we won't meet the bond cover ratio. This will result in a rate jolt.

Recommendations for consideration

1. Review the effects on the volumetric method meter ratios when a wet year is used to calculate the meter ratios instead of the dry year with drought restrictions is used. What effect does using a long term average have instead of a single year to calculate ratios?
2. Continue using the AWWA method but use all of the property tax to reduce the cost of the residential meter cost for $\frac{5}{8}$, $\frac{3}{4}$ and 1" meters. Most of the property tax revenue is generated by the residential properties. We could also credit grant funds to the fixed residential meter cost as most grant funds are generated through general taxes.
3. Use a true cost of service method based on actual pipe size, length, and capacity requirements. This would take a lot of work but would only have to happen once. I am willing to do this. The board would still have to decide if, at this point, Casitas should try to collect all the money necessary to replace the pipes and other facilities or just a portion since we are starting late.

Respectfully,

Neil Cole

1. The rate study is only looking at the next 10 years of expenditures. Casitas has many components that have a 20 to 90 year life expectancy. Most of this infrastructure was installed at the same time in the late 50's and early 60's. This infrastructure is now over 60 years old and we should expect to see greater needs to replace this infrastructure over the next 15-30 years. Our rates should include collecting funds now for at least a portion of those replacements.

Response:

The current CIP includes input from the Finance Committee and is based on the projected needs in the next 10-20 years. Staff recommends additional analysis of the capital spending needs beyond the next 10 years should occur and be incorporated into the next rate study.

2. The volumetric method of calculating the fixed costs is reasonable if you have a water system with fairly homogeneous customers, like the City of Davis and Metropolitan. That is not Casitas! This method could cause our rates to vary highly from one rate study to the next as many of our customers have highly variable water usage. If we get into a wet period, similar to the 90's, this will result in lower meter costs for many of our customers. This is not what Casitas should strive for as maintenance/replacements will be required whether or not a meter is used.

Response:

The concept of allocating fixed costs using meter capacity ratios assumes that potential water use is proportional to the capacity of the meter. The annual water use in the July 2023 Draft Rate Study is very similar to the planned average water use in the 2020 UWMP which was based on a 10-year average, except for City of Ventura usage. Because the City makes up more than 50 percent of the meters in a particular category, it was recommended that usage be based on projections by the City.

3. Water systems are designed to provide peak flows. Peak flows are determined by either fire flows or meter capacities. In an urban/suburban system, like the City of Davis, peak flows are fire flows. An easy case can be made that fire flows benefit the whole community. In this case, the volumetric method is a reasonable way to divide costs. In Casitas' system, peak flows are driven by meter size. Everyone who is paying for a 2" meter service expects to get the full 160 gpm delivered to them, even if everyone turns on their meters at the same time. In Casitas' system, this demand exceeds the fire flow demand. This demand is what determines pipe size, pump plant size, reservoir size and treatment plant capacity. In other words, even if a person never takes a drop of water, Casitas still has to provide that capacity. That cost money. Should other customers have to pay for this additional capacity?

Response:

While fire flow requirements drive the design of certain portions of the system, much of the design of the Casitas system was based on projected demands. Consumption data shows that Resale and Agricultural demands represent the largest seasonal fluctuations and potential peaking demand. Therefore, including peaking factors would shift more cost to Resale and Agriculture. Peaking factors are not required to be used, and were not necessary to achieve rates that distribute costs equitably and in proportion to demand on the system.

4. It costs less to serve 100 AF of water to 1 meter than it costs to serve 100 AF to 300 meters the same distance away. The volumetric system assumes it costs the same. This is a major problem for our unique system.

Response:

There are various methods that can be applied to recover the cost of providing service in an equitable manner. One method for allocating fixed costs is using meter capacity ratios. The assumption is that potential water use is proportional to the capacity of the meter. In review of consumption data, Casitas' actual water demands are very disproportionate to the AWWA standardized rating tables for meter capacity.

In addition, one of the goals of the current CIP is to integrate the Ojai and Casitas systems. It would become very complicated and is not recommended to assign the costs and benefits of certain portions of the system to specific customers.

5. If the City reduces their meter size and reduces the volume of water received, Casitas will be very close to not meeting the bond cover ratio of 1.25 in the 5th year. If we have a couple of wet years in the next 5 and sell less than 13,000 AF/yr average over the 5 year period, we won't meet the bond cover ratio. This will result in a rate jolt.

Response:

If the City desires to reduce its meter size, and Casitas determines that the reduced meter size would be acceptable, then Casitas would need to prepare a revised rate study. Alternatively, Casitas could revise the currently proposed rate notice to reflect the location of the City's delivery points instead of the meter size.

The City has already reduced the volume of water deliveries from Casitas with approximately 1000 AFY of deliveries in FY 2023. If usage is lower than 13,000 AFY projected due to wet years, the District may require higher rate increases than projected in the study. A rate study update would be conducted at a future date within the next 5 years to phase in further increases and ensure the District meets debt service coverage requirements

Recommendations for consideration

1. Review the effects on the volumetric method meter ratios when a wet year is used to calculate the meter ratios instead of the dry year with drought restrictions is used. What effect does using a long term average have instead of a single year to calculate ratios?

Response:

The annual water use assumed in the Draft Rate Study is very similar to the planned average water use in the 2020 UWMP which was based on a 10-year average, with the exception of the City of Ventura usage which was adjusted downward to 2000 AFY (based on input from the City of Ventura on their projected usage). This input regarding projected usage was recommended since the City makes up more than 50 percent of the meters in a particular category.

2. Continue using the AWWA method but use all of the property tax to reduce the cost of the residential meter cost for 3/4", 1" and 1 1/2" meters. Most of the property tax revenue is generated by the residential properties. We could also credit grant funds to the fixed residential meter cost as most grant funds are generated through general taxes.

Response:

The method for allocating fixed costs using meter capacity ratios assumes that potential water use is proportional to the capacity of the meter. In review of consumption data, Casitas' actual water demands are very disproportionate to the AWWA standardized rating tables for meter capacity.

The AWWA M1 Manual states: developing equivalent capacity ratios specific to a particular utility and its system characteristics is normally desired, as opposed to using a standardized table of meter equivalencies. For example, a water utility may have a significant investment in impounded reservoir source of supply facilities designed on the basis of annual average demands...The utility would need to recognize annual usage requirements, as well as peak demand requirements, for each of its sizes of meters in establishing relevant equivalent capacity ratios.

Peaking factors were considered during the rate evaluations. Consumption data shows that Resale and Agricultural demands represent the largest seasonal fluctuations and potential peaking demand. Therefore, including peaking factors would shift more cost to Resale and Agriculture. Peaking factors are not required to be used, and were not necessary to achieve rates that distribute costs equitably and in proportion to demand on the system.

3. Use a true cost of service method based on actual pipe size, length, and capacity requirements. This would take a lot of work but would only have to happen once. I am willing to do this. The board would still have to decide if, at this point, Casitas should try to collect all the money necessary to replace the pipes and other facilities or just a portion since we are starting late.

Response:

The recommended approach assumes that all customers share in the benefits and costs of the system. It would become very complicated and is not recommended to assign the costs and benefits of certain portions of the system to specific customers.

July 28, 2023

Richard Hajas, Board President
Casitas Municipal Water District
1055 Ventura Ave.
Oak View, CA 93022

Subject: Comments on Proposed Monthly Service Charges for Resale Meters

Dear Director Hajas:

We are greatly encouraged that Casitas is reducing the fixed charges on the monthly water bills for residential customers. In the long run this will help customers recognize the true cost of water and use it more efficiently. The Ventura River Water District (VRWD) has been a dedicated partner in promoting regional water supply reliability and sustainability. We have actively participated in water conservation efforts, infrastructure improvements, and collaborative initiatives aimed at ensuring the long-term water needs of our community are met.

The VRWD has been closely following Casitas Municipal Water District's (Casitas) recently Proposed Water Service Rates and Charges with annual increases beginning January 1, 2024, through January 1, 2028.

We believe the changes proposed for the Monthly Service Charges for the 4" and 6" meters used by VRWD are not equitable. VRWD uses 5 Casitas resale meters: two for daily water service and three that are standby meters for periodic drought water supply when groundwater supply diminishes.

DAILY SERVICE RESALE METERS:

We have two 4-inch Casitas meters through which we purchase resale water daily to provide to our customers. These meters are sized for fire flows that result in excessive charges under the New Meter Ratio Calculation. The proposed Monthly Service Charge is based on actual water usage for each meter size over 1.5". There are 46 4-inch meters in the Casitas system with an average flow 68.67 HCF per day. The 4-inch meter serving the Monte Via neighborhood flows at an annual average of 21 HCF/day or 31% of the flow used to calculate increased Monthly Service Charge for a 4" meter. This translates to VRWD being charged 69% more than its fair share cost.

The proposed Monthly Service Charge will increase from \$835 to \$3,886 in 2028. This translates to a 36% annual increase or 4.6 times the current rate by 2028. Currently the wholesale cost of Casitas water is 60% of the retail cost. But in 2028 the wholesale cost will exceed the retail cost of Casitas water by 150%. This is based on the Monte Via neighborhood being served directly by Casitas and using only Casitas rates present and future. Clearly the application of the New Meter Ratio calculation needs to be refined.

Suggested Solution:

The Problem: the average flow rate in the VRWD 4" meters is 33% of the New Meter Ratio calculation in Table 13 because the meters were sized for fire flow rates while Table 13 is based on average daily flow rates. The average daily flow in the VRWD 4" meters is less than the flow rates for 3" meters in Table 13 (22.6 HCF vrs. 24.95 HCF).

The proposed solution: Recognize the fire flow component of the meter capacity by basing the Monthly Service Charge on meter size equivalent to the average daily flow rate (3" meter) and add the Monthly Fire Meter Rate for the actual size meter (4" meter).

Such an arrangement would provide a better fit for the actual use of water and keep the wholesale cost of water below the retail cost.

STANDBY RESALE METERS:

The new meter ratio approach does not equitably apply to VRWD Standby Resale Meters.

New Meter Ratio Dramatically Over Charges VRWD Standby Meters:

VRWD has two 6-inch Casitas meters and one 4-inch Casitas meter that serve as standby meters for severe drought conditions. During FY 2021/22 these meters had zero flow (2021/22 is the year chosen for analysis of the new Meter Ratio Calculation). During the last 10 years, from 2013 to the present, the average daily flows and anticipated future flows are:

<u>Location</u>	<u>Ave Daily Flow</u>	<u>Anticipated Future Ave. Daily Flow</u>	<u>Casitas Meter HCF</u>	<u>Actual %</u>
150 Cage - 6"	44.8 HCF	22.4 HCF	96.23	23%
Villanova - 6"	29.0 HCF	14.5 HCF	96.23	15%
Chaparral - 4"	2.2 HCF	1.1 HCF	68.67	1.6%

The Standby Resale Meters flow rate ranges from 1.6% to 23% of the meter ratio used to assign Monthly Service Charges. Under the proposed Monthly Service Charge which is based on flow, the charges are 98% to 77% excessive for VRWD's Standby meters.

The future average daily flow from the Standby Resale Meters is projected to be half of past flows due to the construction of Well #6 in 2018 by VRWD. We plan to use this well when production declines in other VRWD wells due to drought. Well #6 draws from a portion of the Upper Ventura River Basin that has a reliable supply of water but a limited quantity, so it is only used during severe drought years. The added yield from Well #6 is estimated to reduce the need for Lake Casitas water by 50% in future drought years.

During the rate preparation process, Casitas used the demand reduction provided by the City of Ventura to determine the quantity of future water use from their meters. Ventura River Water District requests the same consideration for our projected future reduction in water use for our Standby meters.

Cost of Service Does Not Consider Significant Property Tax Contributions:

Our 4-inch and 6-inch Casitas meters serve 2,150 parcels paying an average of about \$12 per month in Property Taxes to Casitas Municipal Water District or approximately \$300,000 per year (Bond issue plus share of 1%). If a Casitas customer is using a 4-inch meter to irrigate 20 acres of citrus they are likely paying \$500 per year to Casitas in property taxes which is a fraction of the \$300,000 paid by VRWD customers but charged the same meter monthly service charge.

The Water Rate Notice indicates that “In accordance with Proposition 218, each customer group is responsible for paying for the cost of water service that relates directly to them.”

According to the Rate Study property taxes are utilized for:

<u>Item</u>	<u>Benefit to VRWD Customers</u>
Water Treatment for Agriculture	NO
Reduce cost of Water Supply for all Customers	YES
Reduce cost of Tier 1 water	NO

The Rate Study does not indicate how the property tax revenues are proportioned to the three items above.

In addition to the \$300,000 per year VRWD customers pay in property taxes to Casitas, they currently pay about \$135,000 per year in Monthly Service Charges and Water Volume costs which are projected to increase to \$345,000 in 2028. In 2028 VRWD customers will be paying \$390,000 in property taxes plus \$345,000 for Meter Fees & Water Volume costs for a total of \$735,000 per year or \$28 per month per customer (Property Tax + Volume Rate + Monthly Service Charge for meters).

The modal water bill (most commonly occurring) in VRWD is 8 units of water per month with a water bill of \$50 in 2023 or about \$70 in 2028. The \$28 per month our customers will be paying to Casitas is 40% of the amount of their 2028 water bill but the District only uses 14% of its water from Casitas over a 10 year period. It does not appear that the current rate study is allocating costs to VRWD customers in relation to the cost of service directly related to them but will be more than double charging VRWD customers.

Suggested solution:

Consider adding a separate category for large meters called “Resale Standby Meter” and have the cost of service to take into account unique annual average flow rates over a 10-year period instead of one specific year, and more importantly, also take into account the large amount of property tax paid to Casitas by Resale customers versus the amount of benefit accrued to resale customers.

Summary

Given our commitment and contributions to regional collective water management efforts, we kindly request that Casitas consider our two suggested solutions to the meter cost allocations that we believe are highly out of balance.

Suggested solutions:

1. Large meters serving resale customers that are sized for fire flow:
Bill the meter with two components:
 - A. Set the Monthly Service Charge according to the meter size that best fits the "actual average flow", and
 - B. Add on the Monthly Fire Meter Rate for the actual meter size.

2. For Standby meters only serving water during drought years:
Create a new meter category: "Resale Standby Meter" and base the daily flow rate over a 10-year period that accounts for periodic usage and also recognize the significant property tax contribution to Casitas by the thousands of parcels served by the "Resale Standby Meter".

We understand that Casitas needs to move forward with this important rate adjustment and will be reluctant to make any changes that would disrupt the process. We also believe Casitas can make the requested modifications to the rate schedule without republishing the 218 Notice and delaying adoption of the new rates because Casitas does not mail out their 218 Notice to customers of Ventura River Water District.

Thank you for your consideration.

Very Truly Yours
VENTURA RIVER WATER DISTRICT



Ed Lee, Board President

 8/21/2023



VENTURA RIVER
WATER DISTRICT

ALMA QUEZADA, P.G.
ASSISTANT GENERAL MANAGER

ALMA@VENTURARIVERWD.COM
OFFICE: (805) 646-3403
CELL: (805) 707-4086

409 OLD BALDWIN RD
OJAI, CA 93023
WWW.VENTURARIVERWD.COM

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: HYDROLOGIC STATUS REPORT FOR JULY 2023
DATE: AUGUST 23, 2023

RECOMMENDATION:

This item is presented for information only and no action is required. Data are provisional and subject to revision.

DISCUSSION:

Rainfall Data

	Casitas Dam	Matilija Dam	Thacher School
This Month	0.00"	0.02"	0.00"
Water Year (WY: Oct 01 – Sep 30)	46.97"	64.28"	43.11"
Average station rainfall to date	22.79"	27.59"	20.98"

Ojai Water System Data

Wellfield production	175.20 AF
Surface water supplement	0.03 AF
Static depth to water surface – Mutual #6	51.1 feet
Change in static level from previous month	- 38.1 feet

Robles Fish Passage and Diversion Facility Diversion Data

Diversions this month	483.40 AF
Diversion days this month	15
Total Diversions WY to date	52,525.35 AF
Diversion days this WY	196

Casitas Reservoir Data

Water surface elevation as of end of month	541.12 feet
Water storage last month	176,082 AF
Water storage as of end of month	174,636 AF
Net change in storage	- 1,446 AF
Change in storage from same month last year	+ 98,003 AF

AF = Acre-feet

AMSL = Above mean sea level

WY = Water year

CASITAS MUNICIPAL WATER DISTRICT
MINUTES
Recreation Committee
(this meeting was held virtually and in-person)

DATE: August 18, 2023
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Recreation Committee Meeting of August 8, 2023, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Brian Brennan
Director Pete Kaiser
General Manager, Michael Flood
Assistant General Manager, Kelley Dyer
Park Services Manager, Joe Martinez
Division Officer, Joe Evans
Executive Administrator, Rebekah Vieira
Park Services Officer, RJ Faddis
Park Services Officer, Mitch Tull

2. **Public Comments.**

None

3. **Discussion of a non-profit charity event at the Casitas Water Adventure proposed by Kids and Families Together**

David Friedlander and Amy Hout of the non-profit 'Kids and Families Together' provided a presentation with the background on their organization as well as examples of charity events they have held in the past. They indicated that the proposal would include an event at the Casitas Water Adventure (CWA) during a pre-opening lifeguard training event likely to be held in early May 2024.

Director Brennan expressed support for the concept which would also provide exposure of the waterpark to people and an excellent training experience for CWA lifeguards.

Director Kaiser expressed admiration for the program and asked about the organization's finances. He also indicated that costs to Casitas would need to be known for the proposed event.

DO Evans indicated that the organization needs to file an application with Recreation Department staff detailing exactly what is proposed for the event.

The Committee asked that once the application for the event was filed and reviewed by staff that the matter be brought back to the Committee for further review.

4. **Review of Recreation Report for May and June 2023**

PSM Martinez went over the report with the Committee including visitation, revenues, Casitas Water Adventure operations, vessel tagging, the Rotary Wine Festival, Bass tournaments, reopening of the Wadleigh Arm trail, and maintenance activities. He also indicated there was a lot of positive feedback about the Casitas Water Adventure.

Director Brennan asked about monitoring of social media and that it would be good to capture good feedback on the park from those sources.

Director Kaiser complimented staff on the maintenance of the fishing docks and the successful removal of the turbidity curtains.

5. **Review of Incidents and Comments**

DO Evans gave updates on Park Ranger recruitment, a domestic incident, a vehicle collision, and a few medical and Sheriff's Department calls.

Director Brennan asked questions about Spanish-speaker interactions.

Director Kaiser made comments regarding issues with dumping in the Teague Watershed and debris near the park entrance sign.

GM Flood indicated that future Recreation Committee agenda items will include a review of the camping cabins project and a concession agreement for the Casitas Rowing Club.