

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
February 23, 2011
3:00 P.M. – DISTRICT OFFICE

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

1. Public comments.
2. General Manager comments.
3. Board of Director comments.
4. Consent Agenda
 - a. Minutes of the February 9, 2011 Board Meeting.

RECOMMENDED ACTION: Adopt Consent Agenda

5. Bills
6. Committee/Manager Reports
 - a. Recreation Committee Minutes
 - b. Personnel Committee Minutes
 - c. Finance Committee Minutes

Recess Casitas Board Meeting

7. Lake Casitas Improvement Foundation Meeting
 - a. Request for funding in the amount of \$8,000 from LCIF to support a 2011 Kids Fishing Day.

RECOMMENDED ACTION: Motion approving request.

Reconvene Casitas Board Meeting

8. Recommend approval of the modification terms to the Bait & Tackle Concession Agreement to include Park Store Operations.

RECOMMENDED ACTION: Motion approving recommendation

9. Information Items:
 - a. Recreation Area Report for December 2010 and January 2011.
 - b. Investment Report
10. Adjournment

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

Minutes of the Casitas Municipal Water District
Board Meeting Held
February 9, 2011

A meeting of the Board of Directors was held February 9, 2011 at Casitas' Office, Oak View, California. Directors Kaiser, Word, Baggerly, and Bergen were present. Director Hicks was absent. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There was one staff member and three members of the public in attendance. President Kaiser led the group in the flag salute.

1. Public comments.

Suza Francina, residing at 1006 Padre in Ojai spoke to the Board regarding the Recreation Fence. Ms. Francina stated I am a founding member of the Ojai Wildlife League, former Mayor of Ojai, and a health and environmental writer. I have concerns for the new fence. Construction of new fence began the day after the Ojai Wildlife League and other members of the public spoke. The fence has been up for two months. We would like to know how many of you have walked the fence line and looked at the places where the open existing fence was left and if you think of the ten openings do you think deer can cross. Has any board member or hosts seen if deer can access the lake. I have walked the fence a few times. I have heard you have installed cameras to view wildlife. I have had conversations with the Bureau of Reclamation. They think you have left legitimate access points. The public wants assurance this is true. The openings are limited as maybe an animal can get through and they were not ever designed for openings for animals but they are difficult for a boat to access. I went through every opening. Most of these openings are uphill or they have drops. It is clear we feel misled, maybe that was not your intention. Our concern is animals can not use the access points. I have heard comments from the public. I go to the lake frequently and have not seen a deer, fox or coyote. I just see birds. A former board member wrote I fully agree with the article on the Casitas prison fence. Is this the proper way for Casitas to manage these lands? The metal barrier is a waste of public funds. Our concerns are for when the drop in water comes. I have seen big herds of deer. What happens when water dries up. Will they go into town? The public would like assurance on what is going on with the fence. You tried making it brown but it still looks like a prison fence. If the Berlin wall can come down so can this. I would like a response to my questions. President Kaiser stated there is no response at this time.

Shalom Joshua asked that if you have plans to modify the fence and make it animal friendly it would make things easier and I would appreciate hearing from you if those plans are imminent. If there are no such plans then I would like to go back to the last time I spoke at this board in November and at that time we had a number of questions about the pending fence. Your board recommended that some of our questions about a biologist on the fence, your recommendation was that one our more of us access the file that exists here and the answers to questions are in the file. I came here and tried to get access to the file. I was

unable to. Mr. Wickstrum and Ms. Vieira were not here. Ms. Vieira called me that evening and we arranged for the file to be made available. It took a month before I saw the file. In mid December I saw the file. Ms Vieira was there with me. I explained appreciating seeing the file but there seemed to be some things missing from it. That is my concern to this day. I am unable to understand how this project got off the ground. I didn't see the beginning documents or discussions. What was in the file consisted of comments and contracts once the project was underway. Something I was strongly convinced existed before. To this day I have not seen any such documents. I seem to be having more difficulty in getting cooperation. I can't get copies of the flagged papers that were in the file. Ms. Vieira sent me an e-mail Jan. 12th asking if still interested in the copies. I responded to her stating of course. I still do not have the copies. She asked do you want me to mail them. I have not received them. It is wrong that a citizen with a concern about a community issue has to fight upstream to get the minimum that is a public agency. I have not run into this before. I would like your help in seeing the entire file and not have to go through this. I have copies of communications and need to know if you want to see those copies.

Director Baggerly responded we will discuss the file and the access you request and see that it gets done. President Kaiser asked if there was a specific request that was asked for. Mr. Joshua explained he wanted to see the entire file. Ms. Vieira stated she would be happy to forward the copies again. President Kaiser asked Mr. Joshua to state his address for the record. Mr. Joshua stated his address is 1205 N. Signal Street in Ojai.

Director Baggerly explained the file is what it is. The work starts with a design and initial study checklist. You may be thinking there is something in the file but that does not presuppose that it is in there.

Mr. Joshua explained I don't know your policy on documents that go in a file. In my experience looking at files there is an evolution of information. What I was aware of was of documents that were not in there. When the eight members of the Ojai Wildlife league spoke to the Board, those minutes were not in there. Director Baggerly explained that the minutes are in the agenda packets and can be accessed on the web site. Mr. Joshua responded that there was a copy of minutes from May but the November minutes were not there. President Kaiser added they are available on our website.

Director Baggerly suggested a brief description of how projects get started may be in order. The project gets started because of a need. They do the design work and bring it to the board and then the board approves or denies the project.

Ms. Francina stated I will e-mail you my questions and ask for a response. President Kaiser encouraged her to share any photos or study she is doing with staff.

2. General Manager comments.

Mr. Wickstrum reported that he and Director Baggerly attended the Matilija Dam Study Group meeting and they are discussing the BRDA site again. There was a discussion of notching the dam in the way they have done in Northern California and it was comforting to hear from the Representative from the State Water Quality Control Board that they fear those sediments have unusual nutrients and the flow would likely kick up algae events in the Ventura River. There is another meeting on February 24th and then one more meeting after that. This group was promised that there would only be four meeting held. Another reality is that now is not the time to get appropriations for this project.

Mr. Wickstrum then explained that he would be meeting with Sr. Canyon Mutual Water Company as they are looking at a merger scenario again. Director Word asked if Mr. Wickstrum could clarify if we have leaking lines up there. Mr. Wickstrum explained that staff checked and there were two backflows that were identified as potentially leaking. Both property owners have been contacted.

Mr. Wickstrum then informed the Board that the Bureau of Reclamation would be meeting with us next Wednesday.

3. Board of Director comments.

President Kaiser mentioned viewing the refurbishment of the Oak View tank and encouraged others to see it. Staff is doing a fantastic job up there.

4. Consent Agenda APPROVED

- a. Minutes of the January 26, 2010 Board Meeting.
- b. Recommend approval of a purchase order to USA Bluebook in the amount of \$22,125.48 for the purchase of ten GLI Accu 4 turbidimeters.

On the motion of Director Word, seconded by Director Baggerly and passed, the Consent Agenda was approved.

5. Bills APPROVED

On the motion of Director Baggerly, seconded by Director Word and passed, the bills were approved.

6. Committee/Manager Reports APPROVED FOR FILING

- a. Executive Committee Minutes

On the motion of Director Word, seconded by Director Baggerly and passed, the Committee/Manager Reports were approved for filing.

7. Resolution approving the Notice of Completion for the Rincon 2(m) Pipeline Replacement Project and adopting the Notice of Exemption.
ADOPTED

Director Baggerly explained that the original meaning of the statute that was passed to allow for this exemption was for oil pipelines. It was gutted in the legislature and all new language was put in. I fundamentally disagree with the statutory exemption. It somehow got expanded to any pipeline and I don't agree with that. I have a problem with the exemption and will probably vote against it on principle.

Mr. Wickstrum explained that this came from the engineers we hired to do the job. Mr. Mathews added this exemption is used all the time by water and sewer companies.

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

AYES:	Directors:	Bergen, Word, Kaiser
NOES:	Directors:	Baggerly
ABSENT:	Directors:	Hicks

Resolution is numbered 11-05.

8. Recommend reconsideration of auditing services and contracting with Charles Z. Fedak & Co. for fiscal years 2011 through 2015.
APPROVED

Director Word explained that he was a proponent of switching auditors and thinks that is a good practice. Our experience with our current auditor was all right but they were not as forthcoming as our previous auditor. Our previous auditor has maintained their helpfulness and contact with the district. They have continued to provide us with information to save us money and other things. Even though the bids from Charles Z. Fedak are slightly higher maybe we are getting what we are paying for. Fedak asked more searching questions than our recent auditor and I would recommend we switch auditors.

Director Bergen agreed adding that according to Denise, Fedak would call with changes in legislation and rules and the other auditor did not do that. That is a valuable service. Director Bergen agreed with the premise of switching auditors from time to time.

Director Baggerly explained that he has no problem with the contractor but has a problem with the five year period. Director Word explained it is a five year offer but it is renewed every year. Mr. Wickstrum added that it comes to the board every year.

On the motion of Director Word, seconded by Director Baggerly and passed, the above recommendation was approved.

9. Information Items:

RECEIVED AND FILED

- a. Monthly Cost Analysis for operation of Robles, fisheries and fish passage.
- b. News Articles
- c. Investment Report

Director Bergen mentioned that it appears the fisheries costs have increased over time. Mr. Wickstrum explained that in 2003-2004 we only had one full time and one part time employee and we did not have the fish ladder in place. Now we are doing a lot more monitoring and the department is comprised of Scott Lewis, our Fisheries Biologist, Mike Gibson our local fish biologist and two seasonal part time fish techs who assist with field work. Director Word added that probably will not change or go down in the future. That is the cost of operating and managing the fisheries which does not include the fisheries plan at the lake. Director Bergen questioned the use of an out of town employee. Mr. Wickstrum explained that was the arrangement at the time of hiring. President Kaiser added he was the most qualified individual available at that time.

On the motion of Director Word, seconded by Director Baggerly and passed, the information items were received and filed.

President Kaiser moved the meeting to closed session at 3:46 p.m.

10. Closed session

Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Klein v. Casitas Municipal Water District.

President Kaiser reconvened the regular session at 3:52 p.m. stating the board received an update on the case and no action was taken.

11. Adjournment

President Kaiser adjourned the meeting at 3:52 p.m.

Secretary

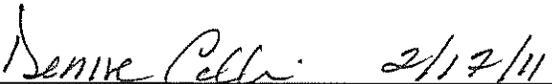
A/P Fund

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.

000229	A/P Checks:	008063-008096
	A/P Draft to P.E.R.S.	021013
	A/P Draft to State of CA	021012
	A/P Draft to I.R.S.	021011
	Void:	005251,006486, 006487, 006920

000230	A/P Checks:	008097-008197
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Void:	007024

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



Denise Collin, Accounting Manager

Signature

Signature

Signature

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 2/2/11-2/17/11
Presented to the Board of Directors For Approval February 23, 2011

Check	Payee			Description	Amount
000229	Payables Fund Account	#	9759651478	Accounts Payable Batch 021011	\$362,415.16
000230	Payables Fund Account	#	9759651478	Accounts Payable Batch 021711	\$330,486.11
					\$692,901.27
000231	Payroll Fund Account	#	9469730919	Estimated Payroll 3/10/11	\$120,000.00
					\$120,000.00
Total					\$812,901.27

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

The above numbered checks, 000229-000231 have been duly audited is hereby certified as correct.

Denise Collin 2/17/11

Denise Collin, Accounting Manager

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 02/05/11
Pay Date of 02/10/11
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 2/7/11
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 2/02/2011 THRU 2/17/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	2/17/2011			008155		
C-CHECK	VOID CHECK	V	2/17/2011			008156		

* * T O T A L S * *

	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	2	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	2	0.00	0.00	0.00
BANK:	TOTALS:		2	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01616 I-020211	FRED BRENEMAN PD 1/23/11-2/5/11	R	2/02/2011	391.00		008063		391.00
01985 I-012111 I-020411	AFLAC/FLEX ONE Reimbursed Medical 2010 Reimburse Medical 2011	R R	2/10/2011 2/10/2011	0.50 320.00		008064 008064		320.50
02015 I-013111	Edward Aguado Services 12/15/10-12/30-10	R	2/10/2011	5,775.00		008065		5,775.00
00021 I-020811 I-020811A I-054603	AWA OF VENTURA COUNTY Training Workshop 2/23 Disaster/Emergency Response Training Workshop Waterwise Breakfast 2/17/11 7/1/11-6/30/12 Dues	R R R	2/10/2011 2/10/2011 2/10/2011	45.00 40.00 200.00		008066 008066 008066		285.00
09065 I-020711	ERIC BEHRENDT Cisco Networking Class	R	2/10/2011	168.00		008067		168.00
00821 I-645564 I-645565	BEST BEST & KRIEGER LLP Matter # 82356.00001 Jan 11 Matter # 82356.00002	R R	2/10/2011 2/10/2011	494.00 1,074.50		008068 008068		1,568.50
01055 I-Jan 11	Neil Cole Reimburse Mileage 1/11	R	2/10/2011	75.99		008069		75.99
01018 I-0910000380254	Consolidated Disposal Services Acct#309104110364	R	2/10/2011	470.00		008070		470.00
01647 I-020911	JOEL COX T3 Certification Exam	R	2/10/2011	100.00		008071		100.00
00067 I-020911	CSDA 2011 CSDA Membership	R	2/10/2011	4,456.00		008072		4,456.00
01772 I-011411A	HASAN CONSULTANTS Change Order, Rincon 2 Design	R	2/10/2011	5,700.00		008073		5,700.00
00126 I-Jan 11	CAROLE ILES Reimburse Mileage 2011	R	2/10/2011	35.70		008074		35.70
01270 I-Jan 11	SCOTT LEWIS Reimburse Expenses 1/11	R	2/10/2011	952.13		008075		952.13

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00160 I-2008313	OILFIELD ELECTRIC CO, INC Reverse J Box Location, OVPP	R	2/10/2011	175.00		008076		175.00
00912 I-6326 I-6401	OJAI BUSINESS CENTER, INC Shipping for Fisheries, TP Print Night Fishing Calendar	R R	2/10/2011 2/10/2011	71.15 51.96		008077 008077		123.11
10039 I-85853	OS SYSTEMS, INC. Drysuit Repair for Fisheries	R	2/10/2011	149.39		008078		149.39
01083 I-1491	PARCS SOFTWARE Annual Software Support	R	2/10/2011	595.00		008079		595.00
10042 I-4800 I-4801 I-4825	PSR ENVIRONMENTAL SERVICE, INC Gas Tank Inspection, LCRA Gas Tank Inspection, Main Yard Repair Seals on Lids.Main Yard	R R R	2/10/2011 2/10/2011 2/10/2011	210.00 210.00 431.49		008080 008080 008080		851.49
01109 I-13738	SALVADOR LOERA TRANSPORTATION Base for LCRA Stock Bins	R	2/10/2011	575.00		008081		575.00
00215 I-012911 I-020211 I-020211A I-020211B I-020211C	SOUTHERN CALIFORNIA EDISON Acct#2210503702 Acct#2269631768 Acct#2210505426 Acct#2210502480 Acct#2237789169	R R R R R	2/10/2011 2/10/2011 2/10/2011 2/10/2011 2/10/2011	5,977.17 20.19 1,539.14 34,990.85 21.11		008082 008082 008082 008082 008082		42,548.46
00048 I-020411	STATE OF CALIFORNIA State Water Plan Payment	R	2/10/2011	219,191.00		008083		219,191.00
02018 I-29762999 I-30616032	Stoneriver Pharmacy Solutions DOS 6/15/09, 6/17/09 DOS 9/13/09	R R	2/10/2011 2/10/2011	104.49 89.82		008084 008084		194.31
00226 I-020911	UNITED STATES POSTAL SERVICE Replenish Postage Meter	R	2/10/2011	500.00		008085		500.00
00247 I-011911	County of Ventura Acct#68029 PE10-0456	R	2/10/2011	200.00		008086		200.00
00469 I-020111	MIKE WERBER Renew Grade 4 Water Dist Cert	R	2/10/2011	105.00		008087		105.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 2/02/2011 THRU 2/17/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00274	JAMES WORD							
I-Jan 11	Reimburse Expenses 1/11	R	2/10/2011	91.40		008088		91.40
10048	WORLD WATERPARK ASSOCIATION							
I-121310	2011 Membership Dues	R	2/10/2011	365.00		008089		365.00
00489	STEVE WICKSTRUM							
I-Jan 11	Reimburse Expenses 1/11	R	2/10/2011	259.89		008090		259.89
00124	ICMA RETIREMENT TRUST - 457							
I-CUI201102070397	457 CATCH UP	R	2/10/2011	423.08		008091		
I-DCI201102070397	DEFERRED COMP FLAT	R	2/10/2011	2,203.86		008091		
I-DI%201102070397	DEFERRED COMP PERCENT	R	2/10/2011	128.30		008091		2,755.24
01960	Moringa Community							
I-MOR201102070397	PAYROLL CONTRIBUTIONS	R	2/10/2011	16.75		008092		16.75
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201102070397	457 CATCH UP	R	2/10/2011	211.54		008093		
I-DCN201102070397	DEFERRED COMP FLAT	R	2/10/2011	3,906.78		008093		4,118.32
00180	S.E.I.U. - LOCAL 721							
I-UND201102070397	UNION DUES	R	2/10/2011	593.75		008094		593.75
00230	UNITED WAY							
I-UWY201102070397	PAYROLL CONTRIBUTIONS	R	2/10/2011	45.00		008095		45.00
01985	AFLAC/FLEX ONE							
I-021111	Reimburse Medical 2010	R	2/11/2011	40.00		008096		40.00
00844	ACES COMMERCIAL EQUIPMENT							
I-5324	Autoclave Maintenance, Lab	R	2/17/2011	372.10		008097		372.10
00004	ACWA HEALTH BENEFITS AUTHORITY							
I-Feb 11	Health Insurance 2/11	R	2/17/2011	106,375.06		008098		106,375.06
01441	ADVANTAGE TELECOM, INC							
I-31439	Monthly Phone Chrgs, LCRA	R	2/17/2011	654.10		008099		654.10
01851	AHERN RENTALS							
I-9189073001	Part for Roller on Chipper	R	2/17/2011	34.44		008100		34.44
00010	AIRGAS WEST							
I-103109072	Cylinder Rental for Pipelines	R	2/17/2011	40.01		008101		
I-103801161	Welding Supplies for Pipelines	R	2/17/2011	243.55		008101		
I-103815227	Welding Supplies for Pipelines	R	2/17/2011	82.53		008101		
I-103834024	Welding Supplies for Pipelines	R	2/17/2011	102.73		008101		
I-103855467	Welding Supplies for Pipelines	R	2/17/2011	130.34		008101		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-103859021	Safety Glasses, Facepieces, PL	R	2/17/2011	46.20		008101		
I-103859022	Gloves for Pipelines	R	2/17/2011	46.28		008101		691.64
00029	AMERICAN TOWER CORP							
I-963663	Red Mtn, Rincon Pk Tower Rent	R	2/17/2011	1,141.53		008102		1,141.53
00014	AQUA-FLO SUPPLY							
I-156783	Repair Broken Ag Line	R	2/17/2011	97.86		008103		97.86
01199	ARMSTRONG EQUIPMENT, INC.							
I-34207	Pumping Unit Replacement	R	2/17/2011	4,114.89		008104		4,114.89
01666	AT & T							
I-000002050767	T-1 Lines for Internet	R	2/17/2011	357.32		008105		357.32
	Acct#8310001729783							
00030	B&R TOOL AND SUPPLY CO							
I-1225216000101	Ear Plugs for Dist Maint	R	2/17/2011	61.96		008106		
I-1225482000101	Terry Cloths-WH, Vise for E&M	R	2/17/2011	1,173.52		008106		1,235.48
01153	RUSS BAGGERLY							
I-Jan 11	Reimburse Mileage 1/11	R	2/17/2011	48.96		008107		48.96
00679	BAKERSFIELD PIPE & SUPPLY INC							
I-S1653820002	Ball Valves for WH Stock	R	2/17/2011	769.62		008108		
I-S1656397001	Gaskets for Pump Plants	R	2/17/2011	106.38		008108		876.00
01616	FRED BRENEMAN							
I-021411	PD 2/6/11-2/19/11	R	2/17/2011	391.00		008109		391.00
00053	CA DEPARTMENT OF PUBLIC HEALTH							
I-021611	Grade T2 Certificate Renewal	R	2/17/2011	60.00		008110		60.00
00945	CAMCO BREAKER & CONTROLS, INC.							
I-23473	Amp Breaker for Pump Plant	R	2/17/2011	351.81		008111		351.81
00490	Cardno ENTRIX							
I-0064205	Expert Witness Services	R	2/17/2011	11,088.93		008112		11,088.93
	11/27/10-12/31/10							
01023	CARQUEST AUTO PARTS							
I-7294288718	Oil for Pump Plants	R	2/17/2011	68.19		008113		68.19

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00055	CASITAS BOAT RENTALS							
I-001278	Gas for Boats at LCRA	R	2/17/2011	193.05		008114		
I-013111	Cafe Pass Reimbursement	R	2/17/2011	1,555.31		008114		1,748.36
02166	Gayel Childress							
I-020311	Irrigation Controller Rebate	R	2/17/2011	350.00		008115		350.00
00057	CLEAN SOURCE							
D-257986500A	Correct Inv#257986500	R	2/17/2011	17.64		008116		
I-257986500	Janitorial Supplies	R	2/17/2011	1,210.37		008116		
I-257986501	Janitorial Supplies	R	2/17/2011	56.80		008116		1,284.81
01843	COASTAL COPY							
I-329350	Copier Usage 1/23-2/22	R	2/17/2011	78.04		008117		78.04
00059	COASTAL PIPCO							
I-S1668568002	Irrigation Repair in F Camp	R	2/17/2011	139.70		008118		139.70
00511	Community Memorial Hospital							
I-639121471	DOS 1/25/10, Claim#10-80304	R	2/17/2011	70.19		008119		
I-ST2110310038IN	Drug Testing	R	2/17/2011	135.00		008119		205.19
00061	COMPUWAVE							
I-SB02066117	Toner Cartridge for IT Dept	R	2/17/2011	124.49		008120		124.49
01018	Consolidated Disposal Services							
I-0910000380301	Acct#309104110685	R	2/17/2011	114.55		008121		
I-0910000380399	Acct#309104300067	R	2/17/2011	280.00		008121		394.55
00062	CONSOLIDATED ELECTRICAL							
I-9009635118	Elec Parts for OV Reservoir	R	2/17/2011	901.61		008122		
I-9009635194	Fan for VFD, Filter Feed Pump	R	2/17/2011	194.85		008122		
I-9009635367	4M Electrical Materials	R	2/17/2011	314.11		008122		
I-9009635697	Motor Control Center Upr Ojai	R	2/17/2011	48,063.00		008122		
I-9009635698	FOB for Inv#9009635697	R	2/17/2011	945.00		008122		50,418.57
02115	Consumers Pipe Supply Co.							
I-S1151123001	Freight for Valves on S1138388	R	2/17/2011	173.38		008123		173.38
00719	CORELOGIC INFORMATION SOLUTION							
I-80120284	Realquest Subscription	R	2/17/2011	125.00		008124		125.00
01483	CORVEL CORPORATION							
I-3002300	Admin Fees, Feb, Mar, Apr	R	2/17/2011	750.00		008125		750.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 2/02/2011 THRU 2/17/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01146	COUNTY OF VENTURA							
I-020911	Election Preparation Costs	R	2/17/2011	250.00		008126		250.00
01856	DATA FLOW							
C-59278A	Accrue Use Tax	R	2/17/2011	17.04CR		008127		
C-59380A	Accrue Use Tax	R	2/17/2011	18.84CR		008127		
C-59381A	Accrue Use Tax	R	2/17/2011	28.27CR		008127		
D-59278A	Accrue Use Tax	R	2/17/2011	17.04		008127		
D-59380A	Accrue Use Tax	R	2/17/2011	18.84		008127		
D-59381A	Accrue Use Tax	R	2/17/2011	28.27		008127		
I-59278	A/P Checks	R	2/17/2011	295.88		008127		
I-59380	Gen Fund and Payroll Checks	R	2/17/2011	251.12		008127		
I-59381	A/P, Payroll and Gen Fund Cks	R	2/17/2011	376.68		008127		923.68
01590	DETAILS CONTRACT FURNISHINGS							
I-2256	Lounge Chairs for Waterpark	R	2/17/2011	4,652.25		008128		4,652.25
00182	DEWITT PETROLEUM							
I-0004571IN	Gas for Main Yard	R	2/17/2011	4,420.06		008129		4,420.06
00633	Diskeeper Corporation							
I-CA00918658	Renew Diskeeper, IT Dept	R	2/17/2011	356.40		008130		356.40
00085	DON'S INDUSTRIAL SUPPLIES, INC							
I-344852	Grease Gun for Pump Plant	R	2/17/2011	67.89		008131		67.89
00095	FAMCON PIPE & SUPPLY							
I-131131	Hydrant Parts for Pipelines	R	2/17/2011	77.94		008132		
I-131345	30" Gaskets for OV Reservoir	R	2/17/2011	692.80		008132		
I-131484	Nuts for OV Tanks	R	2/17/2011	571.24		008132		
I-131741	Wrenches for Water Quality	R	2/17/2011	43.30		008132		
I-131821	30" Dezurik Valves for OV Proj	R	2/17/2011	10,857.48		008132		12,242.76
00013	FERGUSON ENTERPRISES INC							
I-6824186	Waterless Urinal Inserts	R	2/17/2011	167.14		008133		167.14
00099	FGL ENVIRONMENTAL							
I-012706A	Colilert-2000 QT	R	2/17/2011	373.00		008134		
I-013065A	Colilert 2000 Qt, LTB Series	R	2/17/2011	84.00		008134		
I-100111A	Wet Chemistry-NO3	R	2/17/2011	18.00		008134		
I-100146A	Wet Chemistry-NO3	R	2/17/2011	36.00		008134		
I-100578A	Colilert-2000 QT	R	2/17/2011	29.00		008134		
I-100579A	Wet Chemistry-NO3	R	2/17/2011	43.00		008134		583.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00101	FISHER SCIENTIFIC I-8210433 Lab Supplies	R	2/17/2011	1,094.38		008135		1,094.38
00104	FRED'S TIRE MAN I-156214 Tires for Eq#43, Maint Truck I-156270 Tires for Eq#19, LCRA Truck	R R	2/17/2011 2/17/2011	883.37 714.28		008136 008136		1,597.65
00106	FRONTIER PAINT C-F140642 Items Returned Fairview PP I-F140534 Paint Supplies Fairview PP	R R	2/17/2011 2/17/2011	18.29CR 136.17		008137 008137		117.88
01956	Global CTI I-92913 Phone System Repairs	R	2/17/2011	150.00		008138		150.00
02158	Google, Inc. I-200015142 Annual Fee for Google	R	2/17/2011	3,000.00		008139		3,000.00
00115	GRAINGER, INC C-9453361512 Drum Heater Returned I-9438530660 Gloves and Batteries I-9450118600 Sump Pump Ave 2 PP I-9450118618 Drum Heater for Pump Plant I-9458627065 Time Clock Motor, Grade Ave PP	R R R R R	2/17/2011 2/17/2011 2/17/2011 2/17/2011 2/17/2011	151.01CR 141.58 155.62 207.85 16.84		008140 008140 008140 008140 008140		370.88
00746	GREEN THUMB INTERNATIONAL I-422165 Plants for Waterpark I-442009 Mulch for Dist Ofc Landscape I-442069 Plants for Dist Ofc Landscape I-442094 Plants for Dist Ofc Landscape I-442166 Weed Killer for LCRA Maint I-442167 Plants for Dist Ofc Landscape I-442170 Plants for Dist Ofc Landscape	R R R R R R R	2/17/2011 2/17/2011 2/17/2011 2/17/2011 2/17/2011 2/17/2011 2/17/2011	128.54 73.07 256.01 24.35 19.46 812.62 97.43		008141 008141 008141 008141 008141 008141 008141		1,411.48
00121	HACH COMPANY I-7092161 Lab Supplies for WQ I-7110406 Reagents for Water Quality	R R	2/17/2011 2/17/2011	263.68 353.78		008142 008142		617.46
01052	HARBOR FREIGHT TOOLS USA, INC I-0200446086 Nut Driver Set for Dst Maint	R	2/17/2011	7.57		008143		7.57
00016	HASLER, INC. I-13804985 Postage Machine Rental 3/11-5/11 Cust#B00368075S02500172	R	2/17/2011	384.83		008144		384.83

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
00122	BILL HICKS							
I-Jan 11	Reimburse Mileage 1/11	R	2/17/2011	104.15		008145		104.15
01594	HIGHWAY TECHNOLOGIES, INC.							
I-65070944001	Notice Signs for Canal	R	2/17/2011	213.30		008146		
I-65071176001	No Entry Signs, Dist Maint	R	2/17/2011	234.12		008146		447.42
00125	IDEXX DISTRIBUTION CORP							
I-248668823	Lab Testing Supplies	R	2/17/2011	310.61		008147		310.61
00872	Irrisoft, Inc.							
I-3463	Weather Station Signal	R	2/17/2011	79.00		008148		79.00
00131	JCI JONES CHEMICALS, INC							
I-496596	Chlorine for TP, CM#496686	R	2/17/2011	1,587.60		008149		1,587.60
01022	KELLY CLEANING & SUPPLIES, INC							
I-118569261	LCRA Janitorial Services	R	2/17/2011	160.00		008150		160.00
00329	MCMaster-CARR SUPPLY CO.							
I-74737336	2" Silent Check Valve, TP	R	2/17/2011	95.24		008151		95.24
01404	MCT TRAILERS							
I-54863	Trailer Hitch for Spray Rig	R	2/17/2011	109.33		008152		109.33
00800	MEDIA3 TECHNOLOGIES, LLC							
I-427089	casitaswater.org Linux Value	R	2/17/2011	32.85		008153		
I-427091	lakecasitas.info Linux Value	R	2/17/2011	32.85		008153		65.70
00151	MEINERS OAKS ACE HARDWARE							
C-K21352	Bulb Returned, Inv#419887	R	2/17/2011	5.40CR		008154		
I-417931	Sump Pump for OV Reservoir	R	2/17/2011	99.58		008154		
I-418293	Supplies for Waterpark	R	2/17/2011	85.59		008154		
I-419817	Potting Mix for Waterpark	R	2/17/2011	7.08		008154		
I-419887	Bulb for Dist Maint	R	2/17/2011	5.40		008154		
I-420138	Paint Supplies, I Showerhouse	R	2/17/2011	43.30		008154		
I-420218	Tools for Showerhouse Project	R	2/17/2011	30.92		008154		
I-420716	Supplies for Shelves in WP	R	2/17/2011	71.34		008154		
I-420814	Supplies for Shelves in WP	R	2/17/2011	7.23		008154		
I-420825	Parts for LCRA Maint Pumper	R	2/17/2011	14.51		008154		
I-421007	Soils for Plants in Waterpark	R	2/17/2011	18.20		008154		
I-421082	Paint Supplies for Dist Maint	R	2/17/2011	2.78		008154		
I-421162	Supplies for LCRA Maint	R	2/17/2011	51.36		008154		
I-421177	Connector for Fairview PP	R	2/17/2011	5.00		008154		
I-421268	PVC Part for LCRA Maint	R	2/17/2011	3.90		008154		
I-421325	Part to Repair Leak in WP	R	2/17/2011	0.39		008154		
I-421349	Parts for Dist Maint	R	2/17/2011	19.05		008154		
I-421494	Parts for Waterpark	R	2/17/2011	22.22		008154		

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-422169	Supplies for Waterpark	R	2/17/2011	60.27		008154		
I-K21274	Cable Ties for Fisheries	R	2/17/2011	10.53		008154		
I-K21296	Tool for Fisheries	R	2/17/2011	3.73		008154		
I-K21675	Paint for I Showerhouse	R	2/17/2011	26.59		008154		
I-K21677	Supplies for Restroom Work	R	2/17/2011	55.13		008154		
I-K21689	Bolts and Screws for WP	R	2/17/2011	3.79		008154		642.49
01495	MIAMI FILTER							
C-13568A	Accrue Use Tax	R	2/17/2011	34.32CR		008157		
D-13568A	Accrue Use Tax	R	2/17/2011	34.32		008157		
I-13568	Sacrificial Anodes for WP	R	2/17/2011	416.00		008157		416.00
00144	BOB MONNIER							
I-Jan 11	Reimburse Mileage 1/11	R	2/17/2011	152.54		008158		152.54
02167	Steve Nipper							
I-020711	Kayak Permit Refund	R	2/17/2011	15.00		008159		15.00
00163	OFFICE DEPOT							
I-548635354001	Office Supplies	R	2/17/2011	153.37		008160		
I-550599214001	Office Supplies	R	2/17/2011	247.26		008160		
I-550599332001	Office Supplies	R	2/17/2011	117.02		008160		517.65
00160	OILFIELD ELECTRIC CO, INC							
I-021011	Retention, Ojai 4M PP	R	2/17/2011	14,404.14		008161		14,404.14
00160	OILFIELD ELECTRIC CO, INC							
I-2008422	Repair Motor, Upper Ojai	R	2/17/2011	5,044.59		008162		5,044.59
00602	OJAI TRUE VALUE							
I-40923	Tools for Water Quality	R	2/17/2011	21.62		008163		21.62
00169	OJAI VALLEY SANITARY DISTRICT							
I-13043	Cust#20594	R	2/17/2011	150.63		008164		
I-13129	Cust#52921	R	2/17/2011	50.21		008164		200.84
01515	PASO ROBLES TANK, INC							
I-020411	Payment #1, Ojai 4M Tank #1	R	2/17/2011	77,411.25		008165		77,411.25
02168	Scott Patten							
I-013011	Camping Fee Refund	R	2/17/2011	37.00		008166		37.00
10072	PERMACOLOR, INC							
I-264039	Coat Spools for 4M Unit #1	R	2/17/2011	320.20		008167		320.20

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00627	PORT SUPPLY							
I-000491	Scale, Batteries for LCRA	R	2/17/2011	63.52		008168		63.52
00190	POSTMASTER - OAK VIEW							
I-021511	First Class Annual Fee	R	2/17/2011	185.00		008169		185.00
01334	POWER MACHINERY CENTER							
I-E62378	Club Car Lease Y13360	R	2/17/2011	1,009.15		008170		
I-E62391	Club Car Lease Y13634	R	2/17/2011	1,009.15		008170		
I-E62404	Club Car Lease Y13864	R	2/17/2011	760.92		008170		
I-W27296	PM Service Club Car A	R	2/17/2011	49.73		008170		
I-W27297	PM Service, Club Car B	R	2/17/2011	49.73		008170		2,878.68
00184	POWERSTRIDE BATTERY CO, INC							
I-V573695	Battery for Maint Truck, Eq#54	R	2/17/2011	89.11		008171		89.11
01439	PRECISION POWER EQUIPMENT							
I-1510	Services Edgers, LCRA Maint	R	2/17/2011	130.00		008172		
I-1518	Oil for Equip Dist Maint	R	2/17/2011	70.36		008172		200.36
01109	SALVADOR LOERA TRANSPORTATION							
I-12816	Road Base for Canal Erosion	R	2/17/2011	575.00		008173		575.00
01107	SAWYER PETROLEUM							
I-S73723	Grease for Valves, Pipelines	R	2/17/2011	120.63		008174		
I-S74065	Motor Grease for Pump Plant	R	2/17/2011	45.44		008174		166.07
00211	SECORP INDUSTRIES							
I-I0010735	Calibrate TP Gas Monitor	R	2/17/2011	75.00		008175		75.00
00213	SERVICEMASTER COMMERCIAL							
I-25798	Janitorial Services, D.O.	R	2/17/2011	1,032.00		008176		1,032.00
02003	Sostre & Associates							
I-1477	Website CMS Monthly Fee	R	2/17/2011	149.00		008177		149.00
00215	SOUTHERN CALIFORNIA EDISON							
I-021111	Acct#2237011044	R	2/17/2011	44.41		008178		44.41
00223	STOCK BUILDING SUPPLY							
I-4549550000	Wood for Waterpark Shelves	R	2/17/2011	89.29		008179		89.29
00266	THOMSON WEST							
I-822079270	Government Code Updates, HR	R	2/17/2011	1,818.88		008180		1,818.88

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01173	TOICO INDUSTRIES, INC.							
C-94953A	Accrue Use Tax	R	2/17/2011	14.49CR		008181		
D-94953A	Accrue Use Tax	R	2/17/2011	14.49		008181		
I-94953	Pump Parts for Unit#55	R	2/17/2011	204.39		008181		204.39
00225	UNDERGROUND SERVICE ALERT							
I-120110087	New Tickets for Jan 11	R	2/17/2011	174.00		008182		174.00
00825	USA BLUEBOOK							
I-324343	Chlorine Residual Test Kit, TP	R	2/17/2011	366.35		008183		366.35
00243	VALLEY EQUIPMENT							
I-10412	Cutoff Wheels for Gas Saw, PL	R	2/17/2011	87.20		008184		
I-10582	Propane for Pipelines	R	2/17/2011	35.18		008184		122.38
00254	VENTURA LOCKSMITHS							
I-7710	Keys Made for Pipelines	R	2/17/2011	8.65		008185		8.65
00256	VENTURA RENTAL CENTER, INC.							
I-102671	Backhoe Loader Rental	R	2/17/2011	175.00		008186		175.00
00258	VENTURA STEEL, INC							
I-111154	Plate for 4M Light Pole	R	2/17/2011	15.37		008187		
I-111256	Plate Fabrication for TP	R	2/17/2011	272.30		008187		
I-111258	Manway Replacement OV Tank	R	2/17/2011	168.87		008187		456.54
09955	VENTURA WHOLESALE ELECTRIC							
I-148180	Electrical Supplies for O & M	R	2/17/2011	24.11		008188		
I-148839	Replace Bulb in LCRA Office	R	2/17/2011	28.69		008188		52.80
01283	Verizon Wireless							
I-001068330001	Replace Cell Phone, Pipelines	R	2/17/2011	86.21		008189		
I-0947054133	Monthly Cell Phones Chrgs, DO	R	2/17/2011	1,340.04		008189		1,426.25
00439	WAYCASY CRANE SERVICE							
I-5264	Crane Service, OV Tank	R	2/17/2011	1,050.00		008190		1,050.00
00270	WELLS FARGO BANK							
I-020811	Monthly Credit Card Charges	R	2/17/2011	334.48		008191		334.48
00271	WEST COAST AIR CONDITIONING							
I-S30821	Enter Holiday Schedule for DO	R	2/17/2011	50.00		008192		50.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00330	WHITE CAP INDUSTRIES							
I-710982501	Cutoff Saw Wheels for PL	R	2/17/2011	57.80		008193		57.80
01500	WORKRITE							
C-0478287	Clothing Returned, Inv#0471720	R	2/17/2011	313.33CR		008194		
I-0525862	Arch Flash Clothing for E/M	R	2/17/2011	67.84		008194		
I-0543991	Arch Flash Safety Shirt, Maint	R	2/17/2011	99.39		008194		
I-0547495	Arch Flash Clothing for E/M	R	2/17/2011	257.17		008194		111.07
00276	RON YOST							
I-020911	Renew Dist 3 Certification	R	2/17/2011	140.00		008195		140.00
1	Bryan Reed							
I-000201102090398	TS Refund	R	2/17/2011	112.70		008196		112.70
1	Dennis Jackson							
I-000201102110399	TS Refund	R	2/17/2011	34.00		008197		34.00
00128	INTERNAL REVENUE SERVICE							
I-T1 201102070397	Federal Withholding	D	2/10/2011	20,098.59		021011		
I-T3 201102070397	FICA Withholding	D	2/10/2011	17,113.61		021011		
I-T4 201102070397	Medicare Withholding	D	2/10/2011	4,772.08		021011		41,984.28
00049	STATE OF CALIFORNIA							
I-T2 201102070397	State Withholding	D	2/10/2011	6,889.26		021012		6,889.26
00187	CALPERS							
I-PER201102070397	PERS EMPLOYEE PORTION	D	2/10/2011	9,602.25		021013		
I-PRR201102070397	PERS EMPLOYER PORTION	D	2/10/2011	10,219.73		021013		19,821.98

* * T O T A L S * *	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
REGULAR CHECKS:	133	624,342.74	0.00	624,342.74
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	68,695.52	0.00	68,695.52
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	136	693,038.26	0.00	693,038.26
BANK: AP	TOTALS:		136	693,038.26	0.00	693,038.26
REPORT TOTALS:			138	693,038.26	0.00	693,038.26

Void Statedated CK# 5251 <.06> Void Lost CK# 6920 < 71.15 > Total Voids < 136.99 >
 Void Statedated CK# 6486 <.07> reissue on CK# 8077
 Void Statedated CK# 6487 <.01> Void Lost CK# 7024 < 65.70 > \$692,901.27
 reissue on CK# 8153

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: February 7, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Recreation Committee Meeting of February 7, 2011

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.** Directors Kaiser and Hicks
Staff – PSM Carol Belser
Public – Gary Wolfe
2. **Public comments.** None.
3. **Board/Management comments.**
Director Kaiser asked Director Hicks to chair the committee.

Park Services Manager Carol Belser shared with the Committee the initial results of efforts to monitor wildlife migration along the north fence boundary. Staff are coordinating with a wildlife biologist and have installed two camera monitoring locations. The cameras are capable to monitor wildlife based on motion sensors and night vision. PSM Belser shared a few pictures taken by the cameras, primarily of visitors walking along the trail.

4. **Discuss options for the Recreation Monthly Report to the Board.**
PSM Belser led the discussion on the recreation monthly report. The recent comparison of data does not seem to follow common wisdom and may reconsideration on how data is gathered, developed and presented. Director Hicks asked for quarterly information, perhaps graphically presented, illustrating the trend of revenues and attendance. Director Kaiser asked for a definition of a visitor day. Carol Isle explained the formula used to develop the visitor day number, based on a survey conducted in 1990. It was suggested that the method used for visitor day be reviewed and reconsidered, perhaps looking to standards that others (i.e., federal parks) may apply to develop the attendance numbers.

In regard to revenues, PSM Belser suggested using the monthly numbers from the financial report. It must be realized that reservations may be paid six months in advance of the attendance, providing a lag of the revenue-attendance relationship.

PSM Belser will develop a quarterly report in a manner that will differ from past reports.

5. **Update on the Fisheries Management Plan.**

PSM Belser reported that creel and Opinion surveys are continuing and that a report to the Board will be presented in late February (approximate). Staff are working with District fisheries biologist to consider an update to the current fisheries management plan. There is no new information from the Department of Fish and Game regarding the District's planting in the future, the exclusion still allows the District to plant specific fish.

Staff will proceed on March 1 with the closure of the Indian Mesa area of Lake Casitas. Director Hicks suggested further assessment of existing habitat placed in Lake Casitas.

6. **Discussion regarding the options for operation of the Park Store for 2011 season.**

Staff is waiting for an acknowledgment from Michael Jackson, Bureau of Reclamation, on moving forward with an interim arrangement to operate the park store during the next year. A letter has been sent to Mr. Jackson and it is anticipated that an answer will be received by the District prior to February 16th. Staff are considering two options to expedite the re-opening of the park store. The first option is for the District to run the store with part-time staff. The second option is to have a concessionaire operate the store, either through an amendment of a current concession agreement or the development of a new concession agreement. The development of a new concession agreement and solicitation for proposals will not likely meet the time schedule constraints that are facing the District.

Once the acknowledgement is received from Mr. Jackson, the action to operate the park store on an interim basis will be brought to the Board for consideration.

7. **Discuss options for Kid's Fishing Day 2011.**

PSM Belser shared with the Committee that the Kid's Fishing Day event was not scheduled to occur in 2011, in light of the direction from the Department Fish and Game on planting limitations. Instead, the District spent the fish plant budget on two plantings prior to January 1, 2011, and no fish planting budget remains for FY 2010-11 unless the Board provides a budget amendment.

Director Kaiser suggested that sponsors for the event may be sought. Director Hicks suggested that a different type of event may be considered, such as a shoreline cleanup event. PSM Belser will investigate possible deliveries of trout, smaller trout and cost for delivery, to determine the feasibility to conduct the event in 2011 and the amount of the budget amendment.

8. **Incidents and Comments.** None.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: February 15, 2011
TO: Board of Directors
FROM: Assistant to General Manager, Rebekah Vieira
Re: Personnel Committee Meeting of February 15, 2011

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.** Directors Word and Bergen
Staff – Steve Wickstrum, Rebekah Vieira, Michael Shields
Public – Danny Carrillo, SEIU
2. **Public comments.** None.
3. **Board/Management comments.** None.
4. **Upcoming Contract Negotiations.**
Danny Carrillo, SEIU expressed the desire of the members to start the negotiation process early. They have been meeting and have elected a bargaining committee and have put together a survey to prioritize what they want to see. They would like to get negotiations going in the next few months. Director Word expressed that was the district's desire as well. Mr. Carrillo added that a successor agreement will be sent to the district to begin the process. Michael Shields reported that the five member bargaining committee will consist of Dorothy Fortner, Michael Shields, Lisa Kolar, Suzi Taylor and Todd Evans.

Director Word explained that the District will be exploring the option of hiring a negotiator. It was asked that all requests from the union for information be provided to Rebekah Vieira.
5. **Update on Recruitments.**
The Committee was informed that we were going to be making an offer on the open Treatment Plant Operator position.
6. **Discussion regarding the addition of a full time Water Conservation Specialist**
Mr. Wickstrum explained the need for an additional employee for Water Conservation due to the increased regulatory demands and higher industry standards in water conservation. This would be a full time position and represented by the General Unit. Mr. Carrillo asked for a couple of weeks to review the position. Upon the union's approval the position will be forwarded to the Board for consideration.

7. **Updates to the Conflict of Interest Codes and new process for completion of the Form 700's.**
Rebekah Vieira explained that there were some new category codes provided by the County which would be added to our conflict of interest lists. Additionally, the County is implementing eDisclosure which will enable the Board and General Manager to input their Form 700's online. Training will be provided once we are given access to the system.

8. **Closed Session – Conference with Labor Negotiators.** Information was shared and no action was taken.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: February 18, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Finance Committee Meeting of February 18, 2011

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Bergen and Director Word
Staff – Steve Wickstrum and Denise Collin
2. **Public comments.**
None.
3. **Board/Management comments.**
The General Manager informed the Committee on the following items:
 - a) Meeting with the City of Ventura and consultant on options for the State Water entitlement;
 - b) Meeting with representatives of Senior Canyon Mutual Water Company concerning merger options and contact a bond administrator to review bonding process;
 - c) A Casitas meter to the City of Ventura customer has been downsized, reducing revenue from standby charges by approximately \$160,000 annually;
 - d) Recreation staff has received acknowledgement from Mr. Gary Wolfe on his interest to extend his current concessionaire contract to operating the park store.
4. **Review of the Financial Statement for January 2011.**
The Committee reviewed the December 2010 financial statement. While water sales are keeping pace with budget projections, sales are lagging from last year's pace, an indication of a cool summer and wet fall. There were no unusual or unexplained items during the review. The Committee discussed projections and basis for development of the 2011-12 budget revenue.
5. **Review of the Water Consumption Report for January 2011.**
It was noted that water use has dropped in the agricultural and resale pumped classifications. Denise Collin reviewed the water use of the top ten water users and it

appears that most of the reduction is weather related for the top agricultural water users (15-20% reduction in water use). The key drop to water demand by Resale pumped is Golden State Water Company. From casual conversations between a GSWC employee and Ron Merckling indicates that GSWC has experienced an overall reduction in water demand that is primarily due to the water rates. Note that GSWC has recently requested a water conservation surcharge to make up for the decline in revenues caused by conservation.

CASITAS MUNICIPAL WATER DISTRICT

LAKE CASITAS RECREATION AREA

DATE: February 17, 2011

TO: Steve Wickstrum, General Manager

FROM: Carol Belser, Park Services Manager

SUBJECT: Budget Request for the Lake Casitas Improvement Foundation (LCIF) for a 2011 Kids Fishing Day

Recommendation:

It is recommended that the LCIF consider allocating \$8,000 of their fund balance toward a 2011 Kids Fishing Day

Background and Overview:

Kids Fishing Day has become an annual event at Lake Casitas that gives youth an opportunity to fish for rainbow trout with virtually a 100% chance of catching one. The fish used are corralled in a specific area, planted by the Department of Fish and Game (DFG) or purchased by the District.

In 2010 the DFG ceased to plant rainbow trout in Lake Casitas due to legal action challenging their hatchery and stocking operations and from a subsequent Environmental Impact Report/Environmental Impact Statement (EIR/EIS) that considers species and habitats affected by hatchery-raised rainbow trout. Additionally, about a year ago, the DFG informed Casitas that no fish planting would be allowed after the 2010 calendar year under private stocking protocol. This meant that after the 2010 year no fish could be planted in Lake Casitas under any circumstances until the EIR/EIS is resolved.

Due to the direction provided by DFG, funds were not budgeted for a spring 2011 Kids Fishing Day, and staff purchased and planted the budgeted rainbow trout prior to the December 31, 2010 deadline.

In early December, Dr. Dwayne Maxwell informed staff that the December deadline for private stocking was lifted with no certain date to be imposed. This means that there is now opportunity to hold a Kids Fishing Day if alternate funding sources, volunteer support (Christian Anglers Association) and a fish purchase and delivery before the lake water becomes too warm can be finessed.

Analysis

The Recreation Committee discussed this issue at their February 7, 2011 meeting concluding that a Kids Fishing Day is desirable provided the funding can be obtained. The LCIF currently has a balance of \$13,702.90. It is recommended to utilize \$8,000 of the funds to support a 2011 Kids Fishing Day. As previously mentioned other variables need to be finessed, but it appears highly possible that a 2011 Kids Fishing Day can happen once funds for the event are secured.

CASITAS MUNICIPAL WATER DISTRICT
Interdepartmental Memo

DATE: February 17, 2011

TO: Steve Wickstrum, General Manager

FROM: Carol Belser, Park Services Manager

SUBJECT: Bait & Tackle Concession Agreement – Modification of Terms to include Park Store Operations

RECOMMENDATION

It is recommended that the Board authorize the General Manager to sign the attached letter agreement modifying the Bait & Tackle Concession Agreement to include the operation of the Park Store with the current Concessionaire, Gary Wolfe.

BACKGROUND

In May 2010 the District dismissed the Park Store concessionaire. Since then the Park Store has been unoccupied because the Bureau of Reclamation instructed the District not to enter into a new concession agreement, or allow a temporary concession until a Recreation Management Agreement had been signed by the parties.

The District and the Bureau are moving forward with negotiations in drafting a recreation management document through meetings held January 20 and February 16, 2011. On February 16, the District received authorization (copy attached) to allow a month-to-month agreement for Park Store operations.

Gary Wolfe is interested in operating the Park Store under the terms and conditions contained in the attached letter agreement.



United States Department of the Interior



BUREAU OF RECLAMATION
South-Central California Area Office
1243 N Street
Fresno, California 93721-1813

IN REPLY REFER TO:
SCC-100
LND-6.00

FEB 15 2011

VIA ELECTRONIC MAIL AND HAND DELIVERY

Mr. Steven E. Wickstrum
General Manager
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022

Subject: Interim Operation of the Lake Casitas Park Store (Your Letter Dated January 31, 2010)

Dear Mr. Wickstrum:

Steve

Thank you for your subject letter in which the Casitas Municipal Water District (District) requests our consideration "...for the District to operate the park store, effective immediately, either on the interim basis by the District operating the store or through a month-to-month agreement with a third party. ...".

Given that our negotiation meeting on an interim recreation management agreement (IRMA) held on January 20, 2011, in the South-Central California Area Office, Fresno was very productive, and as long as we continue to make progress towards finalizing the IRMA, we can approve your request subject to the following:

- 1) Until IRMA is finalized, the District will advise us whom is operating the store.
- 2) No ground disturbing activities are associated with the operation of the store.
- 3) All terms and conditions of any other contract we have with the District are complied with.

Please do not hesitate to Ms. Sheryl Carter, Supervisory Land Management Specialist at 559-487-5299, or I at 559-487-5116, should you need to discuss this matter further.

Sincerely,

Michael Paul Jackson

Michael Paul Jackson, P.E.
Area Manager

February 23, 2011

Mr. Gary Wolfe
Lake Casitas Marina, Inc.
11311 Santa Ana Road
Ventura, CA 93002

Re: Bait & Tackle Concession Agreement – Modification of Terms

Dear Mr. Wolfe:

Reference is hereby made to the Bait & Tackle Concession Agreement dated March 24, 1999 between the Lake Casitas Marina, Inc. (Concessionaire) and Casitas Municipal Water District (District) and letter agreements dated December 22, 2008, January 7, 2009, December 18, 2009, December 15 2010, modifying the term of the Concession Agreement to expire on December 31, 2011 and reduce the amount of percentage rent payable to District to thirteen percent (13%) of monthly gross receipts. The modifications also applied to the subleased Cycles 4 Rent and Snack Bar concessions.

As directed and approved by the District Board of Directors, District desires to modify the term of the Concession Agreement to include the Park Store operation commencing February 23, 2011 as follows:

Section 1 – Use Granted, subparagraph A, “Concessionaire is hereby authorized and granted non-exclusive use of the demised premises as shown on Exhibits A and A-1. Except as specifically provided for in paragraph 8.I.b , to operate and maintain a non exclusive concession including authority to design and operate park services, activities and food supplies, but not limited to, the following services at Lake Casitas, herein as defined as Boat Rental and Related Activities Concession which includes a Snack Bar Operations, Park Store Operations, and Bike Rental Activities, herein referred to as Concession. This concession will provide various services and supplies for the benefit of the visiting public and conduct related activities in the setting of a large, regional water oriented recreation area and to conduct events or other functions on the land and/or the waters under jurisdiction of Casitas. Concessionaire hereby acknowledges the following exclusive rights and privileges for the various concessions are as follows....”

Section 1 – Use Granted, subparagraph A is further modified to add:

“j. Operate the Park Store for the general public.”

Section 1 – Use Granted, Limitation on Concessions: This section shall include the Park Store operations as applicable.

Section 2 – Demised Premises A, “The areas of the Concession are as follows: The operation for the Concession shall be conducted on the real property and facilities shown on Exhibits A and A-1 attached hereto and incorporated herein by reference which may include as near as possible other areas adjacent to the Santa Ana Launch Ramp and the Park Store. The Concessionaire’s facilities and services may include boat or boats, mooring, docks, walkways, storage, propulsion, maintenance, Park Store goods, maintenance and sale as mutually agreed upon.”

Section 4 – Payment, is hereby modified to add:

“d. Rent for Park Store Operation. Concessionaire shall pay Casitas, upon commencement of operation of the Park Store, an amount equal to five percent (5%) of calendar monthly gross sales up to and including fifty thousand dollars (\$50,000.00) and eight percent (8%) of calendar monthly gross sales exceeding fifty thousand dollars (\$50,000.00).”

Section 11 – Insurance, shall be modified to include coverage for the Park Store operation as applicable. The following shall be added as Section 30 – “Addition of Park Store Operation. Any reference to the Boat Rental and Related Activities Concession shall include the Park Store operation as applicable.”

Section 30 – Entire Agreement, shall be renumber as Section 31.

All other terms and conditions of the Concession Agreement dated March 24, 1999, as amended, shall remain in full force and effect.

If you are in agreement with the foregoing, please sign and date this Letter Agreement as indicated below and return the original to the undersigned. A duplicate original is enclosed for your files.

If you have any questions, please call me at extension 112.

Sincerely,

STEVEN E. WICKSTRUM
General Manager

I have read, understand and agree to the above.

Gary Wolfe

Dated: _____



Campground F
(Fox)

EXHIBIT A-1
Park Store Demised Premises

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: February 10, 2011
 TO: Steve Wickstrum, General Manager
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report December 2010 & January 2011

Visitation Comparison

The visitation numbers are derived from a formula created about 20 years ago that takes into consideration the number of people traveling in a vehicle. For example, one vehicle day entry pass purchased equates to 4 visitors because it was once determined that an average of four people travel in one vehicle. This methodology is due to be revisited and updated. Staff will survey other agencies that report visitation numbers such as State Parks and recreation areas of similar nature. Future recommended changes to the reporting method will be reviewed by the Recreation Committee prior to changes to this Board report. In the mean time, the same reporting procedure will continue.

The following is a comparison of visitations for December 2010:

	2009	2010	Nov. 2010
Visitor Days	17,936	31,908	29,620
Camps	1,676	5,324	3,512
Cars	4,377	7,977	7,405
Boats	169	343	216
Kayaks & Canoes	25	128	4

Fiscal Year to Date Visitation	
2009/2010	340,740
2010/2011	361,120
% Change	5.981

The following is a comparison of visitations for January 2011:

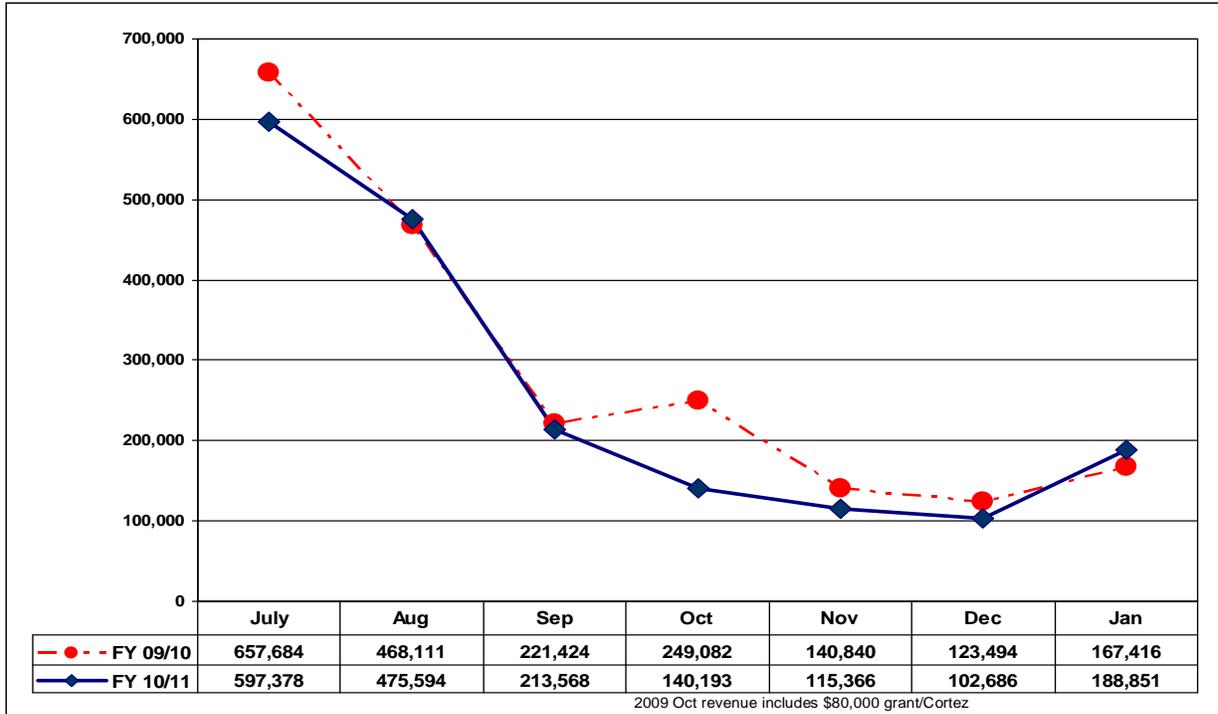
	2010	2011	Dec 2010
Visitor Days	21,864	28,980	31,908
Camps	1,717	3,701	5,324
Cars	5,466	7,245	7,977
Boats	245	367	343
Kayaks & Canoes	7	12	128

Fiscal Year to Date Visitation	
2009/2010	362,604
2010/2011	390,100
% Change	7.583

Revenue Reporting

At the Feb 7, 2011 Recreation Committee meeting, revenue reporting was discussed and a new format is now presented. The figures below illustrate all Lake Casitas Recreation Area’s revenue collected in the respective month (operations, concessions, Water Adventure, etc.) per the District’s Financial Summary generated by the Finance Manager.

LCRA TOTAL REVENUE



Boating/Fishing December

There were 15 cables sold for new inspections, 18 vessel re-inspections, and 575 boats were retagged. Eight boats failed the first inspection. Shoreline fishing at night was held December 9 and 10.

The second half (approx 9,000 pounds) of the Chaulk Mound Trout Ranch trout purchase was delivered in December. This delivery included several trophy size trout and a new lake record was caught by Ventura resident Mike Jones. The trout weighed in at 11 lb 13 oz on the certified scale at the Corner Market. Additionally, four other catches surpassed the old 1985 record.

PSO and APSO staff are continuing to collect data for the creel survey and an opinion survey. The District’s Biologist, Scott Lewis, will analyze the data to incorporate into a report that will be presented to the Board this spring.

Boating/Fishing January 2011

There were 25 cables sold for new inspections, 26 vessel re-inspections, and 900 boats were retagged. Seventeen boats failed the first inspection. Shoreline fishing at night was held January 15 and 16.

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
02/17/11**

Type of Invest	Institution	CUSIP	Date of Maturity	Amount of Deposit	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity	Weighed Average Days to Maturity
*TB	Federal Home Loan Bank	3133XS4S40	09/16/11	\$726,316	\$713,804	3.625%	07/01/10	5.84%	209	12
*TB	Federal Home Loan Bank	3133XSP930	12/13/13	\$743,750	\$730,471	3.125%	07/01/10	5.98%	1016	61
*TB	Federal Home Loan Bank	3133XWNB10	06/12/15	\$729,603	\$714,418	2.875%	07/01/10	5.84%	1555	91
*TB	Federal Home Loan Bank	3133XWW470	03/09/12	\$707,315	\$704,781	1.125%	06/30/10	5.77%	382	22
*TB	Federal Home Loan Bank	3134A4VG60	11/17/15	\$807,683	\$771,995	4.750%	07/19/10	6.31%	1710	108
*TB	Federal Home Loan MTG Corp	3137EABS70	09/27/13	\$766,605	\$750,673	4.125%	07/01/10	6.14%	940	58
*TB	Federal Home Loan MTG Corp	3137EACD90	07/28/14	\$739,907	\$725,683	3.000%	07/01/10	5.94%	1241	74
*TB	Federal Home Loan MTG Corp	3137EACE70	09/21/12	\$723,646	\$715,358	2.125%	06/30/10	5.85%	574	34
*TB	Federal Home Loan MTG Corp	3137EACF40	12/15/11	\$706,398	\$704,200	1.125%	06/30/10	5.76%	298	17
*TB	Federal Natl MTG Assn	31398AYY20	09/16/14	\$739,123	\$721,602	3.000%	07/01/10	5.90%	1289	76
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/18	\$1,055,030	\$1,054,081	1.375%	07/06/10	8.62%	2668	230
*TB	US Treasury Notes	912828JW10	12/31/13	\$709,352	\$703,444	1.500%	04/01/10	5.75%	1034	59
*TB	US Treasury Notes	912828LZ10	11/30/14	\$718,129	\$708,589	2.125%	07/01/10	5.80%	1363	79
*TB	US Treasury Notes	912828MB30	12/15/12	\$709,707	\$704,046	1.125%	06/30/10	5.76%	658	38
*TB	US Treasury Inflation Index NTS	912828MF40	01/15/20	\$1,041,021	\$1,029,774	1.375%	07/01/10	8.42%	3208	270
*TB	US Treasury Notes	912828ML10	12/31/11	\$707,191	\$704,263	1.000%	06/30/10	5.76%	314	18
	Accrued Interest			\$58,062	\$67,945					
	Total in Gov't Sec. (11-00-1055-00&1065)			\$12,388,838	\$12,225,128			85.12%		
*CD	CD -			\$0	\$0	0.000%		0.00%		
	Total Certificates of Deposit: (11.13506)			\$0	\$0			0.00%		
**	LAIF as of: (11-00-1050-00)		N/A	\$0	\$0	0.46%	Estimated	0.00%		
***	COVI as of: (11-00-1060-00)		N/A	\$2,137,397	\$2,137,397	0.97%	Estimated	14.88%		
	TOTAL FUNDS INVESTED			\$14,526,236	\$14,362,525			100.00%		
	Total Funds Invested last report			\$14,526,236	\$14,526,236					
	Total Funds Invested 1 Yr. Ago			\$16,722,673	\$16,722,673					
****	CASH IN BANK (11-00-1000-00) EST			\$2,264,657	\$2,264,657					
	CASH IN Western Asset Money Marke			\$10,630	\$10,630	0.470%				
	TOTAL CASH & INVESTMENTS			\$16,801,522	\$16,637,812					
	TOTAL CASH & INVESTMENTS 1 YR AGO			\$17,378,169	\$17,378,169					

- *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.