

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
May 25, 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 April 27, 2011 Board Meeting.
 - b. Recommend approval of the Engagement Letter with Charles Z. Fedak & Company for auditing services for the year ended June 30, 2011.
 - c. Resolution setting a public hearing for June 22, 2011 for the Urban Water Management Plan.
 - d. Resolution setting a public hearing for June 22, 2011 for the Oak View Water Availability Charge.

RECOMMENDED ACTION: Adopt Consent Agenda

5. Bills
6. Committee/Manager Reports
 - a. Recreation Committee Minutes
 - b. Executive Committee Minutes
 - c. Personnel Committee Minutes
 - d. Water Resources Committee Minutes

- e. Finance Committee Minutes
7. Budget Workshop
- a. Review and discussion of the proposed Fiscal Year 2011-2012 Budget.
 - b. Resolution setting the public hearing on the budget for June 22, 2011.

RECOMMENDED ACTION: Adopt Resolution

8. Recommend a change in the job status of the Associate Fisheries Biologist from a five-year term to full employment and change the salary range to E31.

RECOMMENDED ACTION: Motion approving recommendation

9. Review and consideration of approval of part-time employment for specific relatives of current employees.

RECOMMENDED ACTION: Motion providing direction to staff

10. Request from California Special Districts Association for nomination for SCDA Board of Directions.

RECOMMENDED ACTION: Motion approving nomination

11. Information Items:

- a. Monthly Cost Analysis for operation of Robles, fisheries and fish passage.
- b. Lake Casitas Recreation Area report for April, 2011.
- c. Investment Report

12. Closed Session

- a. Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Ortiz v. Casitas Municipal Water District.
- b. (Govt. Code Sec. 54957.6)
Conference with Labor Negotiators:
Agency Designated Representatives: Rebekah Vieira, Draza Mrvichin
Employee Organization: Supervisory & Professional, General Unit and Recreation Unit.

13. Adjournment

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

Minutes of the Casitas Municipal Water District
Board Meeting Held
April 27 2011

A meeting of the Board of Directors was held April 27, 2011 at Casitas' Office, Oak View, California. Directors Kaiser, Word, and Bergen were present. Directors Baggerly and Hicks were absent. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were two staff members and one member of the public in attendance. President Kaiser led the group in the flag salute.

1. Public comments.

None

2. General Manager comments.

Mr. Wickstrum informed the board that item 7 was being pulled. Additionally, Mr. Wickstrum spoke with Nancy Marzulla for an update and they will be asking when final arguments will be heard, perhaps as early as May.

Last Friday there was a meeting with Representatives from the Bureau of Reclamation for a field review. We asked that a few items that are remaining following the 1999 Casitas Dam Modernization process be removed from the comprehensive facility review and we are hopeful that we can settle on the Safety of Dams issues in the future. There is a meeting tomorrow with Golden State to discuss the Urban Water Management Plan update.

At our last meeting we mentioned we will have two main water shut downs. They went well. There were a few communication areas for improvement and we were able to involve new staff and we successfully got the mains changed out and back on line according to the schedule we provided to the customers. The contractor did a great job. We had one complaint from a customer who didn't get a hang tag on his door.

Easter weekend at LCRA revenue numbers were comparable to last year. Budget binders were handed out and included a timeline for review and adoption.

The most recent Recreation Agreement draft was received last night and we have scheduled a conference call for May 4th.

Mr. Wickstrum informed the board that he attended the retirement luncheon for Matt Bryant at Ventura River County Water District. Matt has always been a peer that I respect and it has been a good tour of duty for him. It is sad to see him retire at this point. Bert Rap, is walking into a shop that is in good shape.

3. Board of Director comments.

Director Kaiser expressed appreciation for employees that broke away from their families on Easter to repair a leak on Loma.

4. Consent Agenda ADOPTED

- a. Minutes of the April 13, 2011 Board Meeting.

On the motion of Director Word, seconded by Director Bergen and passed, the Consent Agenda was adopted.

5. Bills

Director Bergen asked about Water Trax USA an annual subscription for \$3,673. Mr. Wickstrum explained it is a software license and will get back to her with further details.

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

6. Committee/Manager Reports APPROVED FOR FILING

- a. Finance Committee Minutes
b. Executive Committee Minutes
c. Water Resources Committee Minutes

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

7. Request for Consideration of Fee Waiver for space use by the Lake Casitas Rowing Association. ITEM PULLED FROM AGENDA

8. Recommend approval of the creation of a full-time Water Conservation position. APPROVED

Mr. Wickstrum explained that this position is in the current budget and is long overdue. The requirements for water conservation continue to increase and Ron Merckling has taken on so many additional responsibilities.

Director Bergen added that at first she was concerned with adding a position but after talking with Steve and Ron at length she is convinced it is necessary. The legal requirements are there and there is a lot of reporting and analysis required. It is time consuming, takes technical know how. Ron can't do it all and I support this action.

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

9. Information Items:

- a. Lake Casitas Recreation Area Report for March, 2011
- b. Lake Casitas Storage Volume Comparison
- c. Casitas Reservoir Water Inventory Summary 2010/11 Water Year.
- d. Legislative Outreach to Support Special Districts Tax Allocations.
- e. News Articles.
- f. Investment Report

Director Kaiser moved the meeting to closed session at 3:30 p.m.

10. Closed Session

- a. Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Klein v. Casitas Municipal Water District.
- b. Public Employee Performance Evaluation (Govt. Code Sec. 54957)
Title: General Manager

At 4:05 p.m. Director Kaiser moved the meeting back into open session. Attorney John Mathews stated the board met with legal counsel regarding the performance evaluation of the General Manager. The evaluation was reviewed and no action was taken other than to complete the review.

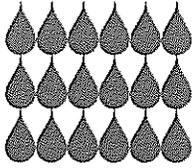
On the existing litigation matter, the board met and there was no action taken to report out of closed session. The board has seen a letter engaging the law firm of Musik, Peeler and the board may wish to take action on that authorizing the President of the Board to sign the engagement letter.

On the motion of Director Word, seconded by Director Bergen and passed, the engagement letter was approved.

11. Adjournment

President Kaiser adjourned the meeting at 4:10 pm

Secretary



Charles Z. Fedak, CPA, MBA
Paul J. Kaymark, CPA

Charles Z. Fedak & Company

Certified Public Accountants
An Accountancy Corporation

6081 Orange Avenue
Cypress, California 90630
(714) 527-1818
(562) 598-6565
FAX (714) 527-9154
EMAIL czfco@czfcpa.com

April 20, 2011

Board of Directors
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022-9622

Re: Engagement Letter for auditing services for the year ended June 30, 2011

Dear Mr. Pete Kaiser, Board President:

Enclosed is our Engagement Letter to perform auditing services for the Casitas Municipal Water District for the year ended June 30, 2011. We look forward to working with you and the rest of the District staff.

Please sign this engagement letter and return it in the envelope provided at your convenience.

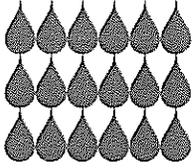
If you have any questions regarding this letter please let me know.

Cordially,

Charles Z. Fedak, CPA

Enclosures

CZF/rmm



Charles Z. Fedak, CPA, MBA
Paul J. Kaymark, CPA

Charles Z. Fedak & Company

Certified Public Accountants
An Accountancy Corporation

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UNDERSTANDING OF THE ENGAGEMENT

April 20, 2011

Board of Directors
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022-9622

Dear Mr. Pete Kaiser, Board President:

We are pleased to confirm our understanding of the services we are to provide for the Casitas Municipal Water District (District) for the year ended June 30, 2011. We will audit the financial statements of the business-type activities of the District, which collectively comprise the basic financial statements of the District as of and for the year ended June 30, 2011.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany the District's basic financial statements. As part of our engagement, we will apply certain limited procedures to the District's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representational letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principals and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Schedule of Funding Process – Other Post Employment Benefits

Supplementary information other than RSI also accompanies the District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and will provide an opinion on it in relation to the basic financial statements:

- Schedule of Revenues, Expenses and Changes in Net Assets – Budget to Actual
- Combining Statements of Net Assets – Balance Sheets
- Detail Schedule of Operating Expenses – Utility Department
- Detail Schedule of Operating Expenses – Recreation Department

The following additional information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the basic financial statements, and for which our auditor's report will disclaim an opinion:

- The District's Preparation of a Comprehensive Annual Financial Report (CAFR), including
 - Letter of Transmittal, Organizational Chart and GFOA Award
 - Statistical Section

Audit Objectives

The objective of our audit is the expression of opinions as to whether the District's basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional information referred to in the second paragraph when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with generally accepted auditing standards established by the Auditing Standards Board (United States) and the standards for financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with the District in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the basic financial statements and compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants, noncompliance with which could have a material effect on the basic financial statements as required by *Governmental Auditing Standards*. The reports on internal controls and compliance will each include a statement that the report is intended solely for the information and use of the board of directors, audit and finance committee, management, and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties.

Management Responsibilities

The District's management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. The District's management is also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our financial statement preparation services and any other non-attest (non-audit) services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

The District's management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the business-type activities of the District and the respective changes in financial position and where applicable, cash flows, in conformity with United States generally accepted accounting principles.

The District's management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. The District's management's responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representational letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the basic financial statements taken as a whole.

The District's management is also responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud, or illegal acts affecting the District involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the basic financial statements. The District's management's responsibilities include informing us of their knowledge of any allegations of fraud or suspected fraud, or illegal acts affecting the District received in communications from employees, former employees, grantors, regulators, or others. In addition, the District's management is responsible for identifying and ensuring that the District complies with all applicable laws and regulations and for taking timely and appropriate steps to remedy any fraud, illegal acts, or violations of contracts or grant agreements, or abuse that we may report.

With regard to using the auditor's report, the District understands that it must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the District's website, the District understands that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the constancy of other information in the electronic site with the original document.

Audit Procedures - General

Government Auditing Standards require that we communicate, during the planning stage of an audit, certain information to officials of the audited entity, and certain other parties. That information follows:

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the basic financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the basic financial statements. However, we will inform the appropriate level of management of any material errors that come to our attention, and we will inform the appropriate level of management of any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as the District's auditor is limited to the period covered by our audit and does not extend to matters that might arise during later periods for which we are not engaged as the District's auditor. We have advised the District of the limitations of our audit regarding the detection of fraud and the possible effect on the financial statements (including misappropriation of cash or other assets). We have offered to perform, as a separate engagement, extended procedures specifically designed to detect fraud and the District has declined to engage us to do so at this time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from the District's attorney(s) as part of the engagement, and they may bill the District for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from the District's management about the basic financial statements and related matters.

Audit Procedures – Internal Controls

Our audit will include obtaining an understanding of the District and its environment including internal control, sufficient to assess the risks of material misstatement of the basic financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related mailers that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Audit Administration, Fees, and Other

We understand that the District's employees will prepare all confirmations we request and will locate any documentation selected by us for testing.

The audit documentation for this engagement is the property of Charles Z. Fedak & Company, CPAs, an Accountancy Corporation, and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to various government agencies. We will notify the District of any such request. If requested, access to such documentation will be provided under the supervision of Charles Z. Fedak & Company, CPAs, an Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these government agencies. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit in May 2011 and to issue our reports no later than November 2011. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$24,000 (with out-of-pocket expenses not exceeding \$3,150 and preparation of the State Controller's Report for \$750). Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the District's audit. Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. In accordance with our firm policies, work may be suspended if the District's account becomes 30 days or more overdue and may not be resumed until the District's account is paid in full. If we elect to terminate our services for nonpayment, our engagement will have been deemed to have been completed upon written notification of termination, even if we have not completed our report. The District will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from the District's personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with the District's management and arrive at a new fee estimate before we incur the additional costs.

The audit documentation for this engagement will be retained for a minimum of seven years under California State Law after the report release date.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms of and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

The District may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with the District regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If the District has any questions, please let us know. If the District agrees with the terms of our engagement described in this letter, please sign below and return it to us in the envelope provided. We have enclosed a copy for the District's files.

Very truly yours,



Charles Z. Fedak & Company, CPAs
An Accountancy Corporation

RESPONSE:

This letter correctly sets forth the understanding of the Casitas Municipal Water District.

By: _____

Title: _____

Date: _____

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC
HEARING FOR INPUT REGARDING THE URBAN WATER MANAGEMENT PLAN

WHEREAS, Casitas is interested in public comments regarding the adoption of the Urban Water Management Plan;

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

1. A public hearing will be conducted for the purpose of hearing all interested parties regarding the Urban Water Management Plan.
2. The place of said hearing is hereby fixed at Casitas' Office, 1055 Ventura Avenue, in the town of Oak View. The date and time for said hearing is hereby fixed as June 22, 2011, at 3:00 p.m.
3. The Clerk of the Board of Casitas is hereby directed to give notice of said hearing by publishing a notice of the time and place of the hearing in the local newspapers.

ADOPTED this 25th day of May, 2011.

President, Casitas
Municipal Water District

ATTEST:

Secretary, Casitas
Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT

A RESOLUTION SETTING FORTH SCHEDULES OF
WATER AVAILABILITY CHARGES FOR
CERTAIN PROPERTIES WITHIN THE CASITAS MUNICIPAL
WATER DISTRICT AND SETTING THE TIME AND PLACE OF A PUBLIC
HEARING RELATIVE THERETO

WHEREAS, there exists within the Casitas Municipal Water District certain properties within the area generally known as the town of Oak View for which Casitas has and is incurring debts and expenses for the financing, operation and maintenance of water facilities to serve said properties; and

WHEREAS, it is in the best interest of the land owners and inhabitants of said properties that there be imposed a water availability charge on land to which water is reasonably available whether or not water is used thereon to secure funds to assist in a discharge of said debts and expenses; and

WHEREAS, water availability charges are authorized by the Municipal Water District Law of 1911—specifically, Sections 71630 et seq. and 71638 authority to use alternative procedures; and

WHEREAS, a careful study has been made by the General Manager as to land and water and water availability to said properties which recommends that a water availability charge be scheduled and levied on such properties;

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

1. The schedule of proposed water availability charges for all of those certain properties located within Casitas and within the area generally known as the town of Oak View as assessed by the Ventura County Assessor or as otherwise determined by Casitas and shown on map No. 2485 on file in Casitas' office for the fiscal year July 1, 2011, to June 30, 2012, shall be as follows:
 - a. Ten dollars (\$10) per acre for each acre or fraction thereof of the parcel of land.

- b. Ten dollars (\$10) per parcel for each parcel less than one acre in size.
2. A public hearing will be conducted for the purposed of hearing all interested parties on the questions of whether the proposed water availability charges set forth in this resolution shall be adopted.
3. The place of said hearing is hereby fixed at the office of Casitas, 1055 Ventura Avenue, in the town of Oak View. The date and time for said hearing is hereby fixed as Wednesday, June 22, 2011 at 3:00 p.m.
4. The Secretary of Casitas is hereby directed to give notice of said hearing by publishing a notice of the time and place of the hearing as required by law and by mailing a notice to each person to whom a parcel of real property described in the proposed assessment has changed ownership since the last standby assessment or availability charge was fixed to the address shown on the last equalized assessment role or known to the Secretary.

Adopted this 25th day of May, 2011.

President,
Casitas Municipal Water District

ATTEST:

Secretary,
Casitas Municipal Water District

CERTIFICATION

Payroll disbursements for the pay period ending 05/14/11
Pay Date of 05/19/11
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 5/14/11
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

CERTIFICATION

Payroll disbursements for the pay period ending 04/30/11
Pay Date of 05/05/11
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 5/2/11
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

A/P Fund

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

000248	A/P Checks:	008781-008884
	A/P Draft to P.E.R.S.	050413
	A/P Draft to State of CA	050412
	A/P Draft to I.R.S.	050411
	Void:	008835-008836, 008854

000249	A/P Checks:	008885-008942
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Void:	008920-008921

000250	A/P Checks:	008943-008966
	A/P Draft to P.E.R.S.	051813
	A/P Draft to State of CA	051812
	A/P Draft to I.R.S.	051811
	Void:	

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

Denise Collin: 5/18/11
Denise Collin, Accounting Manager

Signature

Signature

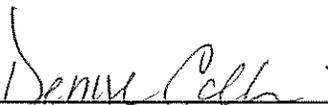
Signature

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 4/26/11-5/18/11
Presented to the Board of Directors For Approval May 25, 2011

Check	Payee			Description	Amount
000248	Payables Fund Account	#	9759651478	Accounts Payable Batch 050411	\$454,765.52
000250	Payables Fund Account	#	9759651478	Accounts Payable Batch 051111	\$209,926.36
000251	Payables Fund Account	#	9759651478	Accounts Payable Batch 051811	\$95,681.67
					\$760,373.55
000249	Payroll Fund Account	#	9469730919	Estimated Payroll 5/19/11	\$135,000.00
000252	Payroll Fund Account	#	9469730919	Estimated Payroll 6/2/11	\$135,000.00
					\$270,000.00
Total					\$1,030,373.55

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, 000248-000252 have been duly audited is hereby certified as correct.

 Denise Collin, Accounting Manager

 Signature

 Signature

 Signature

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	C-CHECK		VOID CHECK					
	C-CHECK	V	5/04/2011			008835		
	C-CHECK	V	5/04/2011			008836		
	C-CHECK	V	5/04/2011			008854		
	C-CHECK	V	5/11/2011			008920		
	C-CHECK	V	5/11/2011			008921		

* * 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:		5	0.00			
	VOID DEBITS		0.00			
	VOID CREDITS		0.00	0.00	0.00	
TOTAL ERRORS:	0					
VENDOR SET: 01	BANK:	TOTALS:	5	0.00	0.00	0.00
BANK:	TOTALS:		5	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01985	AFLAC/FLEX ONE							
I-041511	Service Fee 4/1/11-4/30/11	R	4/26/2011	125.00		008781		125.00
01616	FRED BRENEMAN							
I-042511	PD 4/17/11-4/30/11	R	4/26/2011	391.00		008782		391.00
00131	JCI JONES CHEMICALS, INC							
I-502892	Chlorine for TP, CM#503011	R	4/26/2011	1,587.60		008783		1,587.60
00215	SOUTHERN CALIFORNIA EDISON							
I-042211	Acct#2266156405	R	4/26/2011	568.33		008784		
I-042211A	Acct#2157697889	R	4/26/2011	786.70		008784		
I-042211B	Acct#2312811532	R	4/26/2011	43.25		008784		1,398.28
00390	TARGET SPECIALTY PRODUCTS							
I-042011	Seminar on 5/12/11	R	4/26/2011	40.00		008785		40.00
00270	WELLS FARGO BANK							
C-040811D	Accrue Use Tax	R	4/26/2011	25.58CR		008786		
C-040811E	Accrue Use Tax	R	4/26/2011	14.37CR		008786		
C-040811F	Accrue Use Tax	R	4/26/2011	8.83CR		008786		
D-040811D	Accrue Use Tax	R	4/26/2011	25.58		008786		
D-040811E	Accrue Use Tax	R	4/26/2011	14.37		008786		
D-040811F	Accrue Use Tax	R	4/26/2011	8.83		008786		
I-040811	Motor/Bracket Assem, Maint	R	4/26/2011	310.00		008786		
I-040811A	Trailcam for Wildlife Survey	R	4/26/2011	174.16		008786		
I-040811B	Counter for Valve Operator	R	4/26/2011	113.47		008786		
I-040811C	Monthly Credit Card Charges	R	4/26/2011	1,771.98		008786		2,369.61
00010	AIRGAS WEST							
I-103046549	Safety Glasses for Pipelines	R	5/04/2011	20.20		008787		
I-103053668	Welding Supplies for Pipelines	R	5/04/2011	284.72		008787		
I-103090178	Safety Items for Pipelines	R	5/04/2011	46.77		008787		
I-103109253	Cylinder Rental for Pipeline	R	5/04/2011	43.63		008787		395.32
00011	ALERT COMMUNICATIONS							
I-110400847101	Call Center 5/11	R	5/04/2011	274.93		008788		274.93
00014	AQUA-FLO SUPPLY							
I-181249	Swab for Vault #4 Repair WP	R	5/04/2011	51.79		008789		
I-181528	Parts for Damtender Yard Drain	R	5/04/2011	111.10		008789		
I-182856	PVC Parts for Vault #5 WP	R	5/04/2011	26.17		008789		
I-188392	PVC Parts for Irrigation, Stock	R	5/04/2011	56.78		008789		245.84

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01666	AT & T							
I-000002277561	Local, Regional, Long Distance	R	5/04/2011	739.00		008790		
	For District Office, Acct#C604513638777							
I-000002302382	T-1 Lines	R	5/04/2011	879.11		008790		1,618.11
00020	AVENUE HARDWARE, INC							
I-41844	Rubber Boats, Hard Hat, O&M	R	5/04/2011	59.43		008791		
I-41856	Brush and Bolts for Waterpark	R	5/04/2011	7.70		008791		
I-41877	Foam for Rincon Main, PL	R	5/04/2011	23.23		008791		90.36
00030	B&R TOOL AND SUPPLY CO							
I-1228264000101	Safety Glasses, Vest for O&M	R	5/04/2011	39.72		008792		39.72
01153	RUSS BAGGERLY							
I-Apr 11	Reimburse Mileage 4/11	R	5/04/2011	40.29		008793		40.29
00679	BAKERSFIELD PIPE & SUPPLY INC							
I-S1678538001	Rincon Main Repipe Parts	R	5/04/2011	108.30		008794		
I-S1679533001	Rincon Main Repipe Parts	R	5/04/2011	641.12		008794		749.42
00463	Farm Plan							
I-03680253	Idler, Cap for B Camp Mower	R	5/04/2011	14.47		008795		14.47
09907	CARUS PHOSPHATES, INC.							
I-SLS10010188	Caustic for Treatment Plant	R	5/04/2011	20,731.20		008796		20,731.20
00055	CASITAS BOAT RENTALS							
I-001294	Service #289, LCRA Patrol Boat	R	5/04/2011	343.37		008797		343.37
00057	CLEAN SOURCE							
C-259621000	Credit for Inv#259621000	R	5/04/2011	99.06CR		008798		
I-259347900	Janitorial Supplies for LCRA	R	5/04/2011	1,458.20		008798		
I-259347900A	Correct Inv#259347900	R	5/04/2011	62.45		008798		
I-259347901	Janitorial Supplies for LCRA	R	5/04/2011	5.20		008798		
I-259347902	Janitorial Supplies for LCRA	R	5/04/2011	38.97		008798		
I-259369600	Janitorial Supplies for LCRA	R	5/04/2011	708.99		008798		
I-259529700	Janitorial Supplies DO	R	5/04/2011	299.69		008798		2,474.44
01055	Neil Cole							
I-Apr 11	Reimburse Expenses 4/11	R	5/04/2011	318.55		008799		318.55
00061	COMPUWAVE							
I-SB02066852	Microsoft Office 2010 Software	R	5/04/2011	8,092.77		008800		8,092.77

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00062	I-9009639154	CONSOLIDATED ELECTRICAL Pump Plant Electrical Parts	R	5/04/2011	404.62	008801		404.62
02180	I-050211	Del Norte Construction Reservation Office Retrofit	R	5/04/2011	25,351.38	008802		25,351.38
00182	I-0006586IN	DEWITT PETROLEUM Gas and Diesel for LCRA	R	5/04/2011	6,268.95	008803		6,268.95
01595	I-041211	DOUBLE R TOWING Tow #26 to Rock Longs	R	5/04/2011	50.00	008804		50.00
00086	I-28887	E.J. Harrison & Sons Inc Acct#1C-00053370	R	5/04/2011	114.55	008805		
	I-28916	Acct#1C-00054230	R	5/04/2011	1,504.00	008805		1,618.55
00095	I-132772	FAMCON PIPE & SUPPLY Parts for Chumash Road Repairs	R	5/04/2011	1,260.03	008806		
	I-133054	Diameter Tape for LCRA Maint	R	5/04/2011	10.83	008806		
	I-133159	Parts for OV Main Shutdown	R	5/04/2011	3,288.07	008806		
	I-133159A	Correct Inv#133159	R	5/04/2011	0.02	008806		4,558.95
00714	I-26427838	FAST SIGNS Entrance Fee Sign LCRA	R	5/04/2011	121.69	008807		121.69
00013	I-0373567	FERGUSON ENTERPRISES INC Studs/Nuts for Filter Manways	R	5/04/2011	1,037.82	008808		
	I-0374307	Studs for Reeves Road Manway	R	5/04/2011	129.90	008808		1,167.72
00099	I-102928A	FGL ENVIRONMENTAL Lake Water Quality Testing	R	5/04/2011	741.00	008809		741.00
00103	I-83725	FRANK'S ROOTER & PUMPING Rooter Floor Drains, Waterpark	R	5/04/2011	265.00	008810		265.00
00104	I-158141	FRED'S TIRE MAN Tires for #38, Maint Truck	R	5/04/2011	735.93	008811		
	I-158241	Tires for #34, Maint Truck	R	5/04/2011	749.15	008811		
	I-158275	Tires for #55, Maint Truck	R	5/04/2011	411.78	008811		1,896.86
00106	I-145745	FRONTIER PAINT Paint Roller Covers, Dist Maint	R	5/04/2011	15.34	008812		
	I-F145524	Paint for Waterpark Bridges	R	5/04/2011	48.17	008812		63.51

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01280	FRY'S ELECTRONICS, INC. I-3865678 Keyboard, Mouse for Admin Adapter and Cable for Treatment Plant	R	5/04/2011	89.14		008813		89.14
00216	THE GAS COMPANY I-042811 Acct#18231433006 I-042911 Acct#00801443003	R R	5/04/2011 5/04/2011	52.11 932.33		008814 008814		984.44
00491	GIBBS INTERNATIONAL TRUCK CTR I-332321V Flaps for Eq#68, Dump Truck	R	5/04/2011	56.55		008815		56.55
00115	GRAINGER, INC I-9501668066 Lamps and Ballasts for WH I-9517438652 Ladders for District Maint	R R	5/04/2011 5/04/2011	38.75 314.40		008816 008816		353.15
00121	HACH COMPANY I-7201932 Water Sample Reagents, Lab I-7203815 Water Sample Reagents, Lab I-7208051 Water Sample Reagents, Lab	R R R	5/04/2011 5/04/2011 5/04/2011	135.03 617.65 408.92		008817 008817 008817		1,161.60
01052	HARBOR FREIGHT TOOLS USA, INC I-0200468789 Tools for District Maint	R	5/04/2011	69.79		008818		69.79
02204	Mary Jo Healy I-042611 Irrigation Controller Rebate	R	5/04/2011	350.00		008819		350.00
01594	HIGHWAY TECHNOLOGIES, INC. I-65076236001 Traffic Vests for Gate at LCRA	R	5/04/2011	74.99		008820		74.99
00126	CAROLE ILES I-Apr 11 Reimburse Expenses 4/11	R	5/04/2011	71.43		008821		71.43
00131	JCI JONES CHEMICALS, INC I-503772 Chlorine for TP, CM#503946	R	5/04/2011	1,587.60		008822		1,587.60
00132	KAMAN INDUSTRIAL TECHNOLOGIES I-L624080 Fan for Pump Plants	R	5/04/2011	259.74		008823		259.74
01022	KELLY CLEANING & SUPPLIES, INC I-679292184 Janitorial Services for LCRA	R	5/04/2011	360.00		008824		360.00
09846	KOOLCO MECHANICAL INC I-31589 LCRA Ice Machine Repair	R	5/04/2011	484.02		008825		484.02

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-432949	Caulk for Casitas Dam Shutdown	R	5/04/2011	43.21		008834		
I-432953	Flatbar, Paint Brushes, DM	R	5/04/2011	24.78		008834		
I-432970	Wedge Anchor for LCRA	R	5/04/2011	11.26		008834		
I-432972	Rope for O & M Cust Svc	R	5/04/2011	38.32		008834		
I-433017	Plumbing Parts for LCRA Office	R	5/04/2011	5.01		008834		
I-433144	Drill Bits for Dist Maint	R	5/04/2011	10.24		008834		
I-433445	Scissors, Form-A-Gasket, PL	R	5/04/2011	23.01		008834		
I-433499	Weldable Sheet, Blade for DM	R	5/04/2011	8.47		008834		
I-433525	Trash Can, Chlorine for 4M PP	R	5/04/2011	60.13		008834		
I-433680	Blower for F-Camp, Hose	R	5/04/2011	81.95		008834		
I-433680A	Correct Inv#433680	R	5/04/2011	0.01		008834		
I-K31452	Cement Glue for Dist Maint	R	5/04/2011	16.11		008834		755.00
01909	Milliman, Inc							
I-050411	24 Month Access to Website	R	5/04/2011	2,800.00		008837		2,800.00
00834	NEXTEL COMMUNICATIONS							
I-425958314114	Monthly Cell Phone Charges	R	5/04/2011	952.60		008838		952.60
00163	OFFICE DEPOT							
I-561115438001	Office Supplies	R	5/04/2011	38.54		008839		
I-561131122001	Office Supplies	R	5/04/2011	85.99		008839		124.53
02189	Office Max, Inc							
I-663945	Copier Paper	R	5/04/2011	324.64		008840		324.64
01570	Ojai Auto Supply LLC							
I-204941	Brake Fluid for #267, Spray Rig	R	5/04/2011	3.78		008841		3.78
00607	OJAI ELECTRIC							
I-07980C	Pump Control Replacement, WP	R	5/04/2011	6,568.00		008842		
I-07981C	Elec Work in B/F Camps	R	5/04/2011	983.00		008842		7,551.00
00165	OJAI LUMBER CO, INC							
I-2411770	Hardboard for Bench, Dst Maint	R	5/04/2011	18.39		008843		
I-2412350	Caulk, Buckets for Telemetry	R	5/04/2011	18.08		008843		
I-2412422	Goof Off Remover, Pump Plant	R	5/04/2011	8.08		008843		44.55
01515	PASO ROBLES TANK, INC							
I-042811	Ojai 4M Tank #1	R	5/04/2011	28,890.00		008844		28,890.00
10072	PERMACOLOR, INC							
I-264156	Coat 14" Spool	R	5/04/2011	116.13		008845		116.13

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02187	Pitney Bowes Inc							
I-646964	New Postage Meter System	R	5/04/2011	2,803.68		008846		2,803.68
00686	POLLARD CO., INC.							
C-I297341INA	Accrue Use Tax	R	5/04/2011	7.60CR		008847		
D-I297341INA	Accrue Use Tax	R	5/04/2011	7.60		008847		
I-I297341IN	Caulking for Treatment Plant	R	5/04/2011	114.93		008847		114.93
00184	POWERSTRIDE BATTERY CO, INC							
I-V574609	Battery for #26, Welder	R	5/04/2011	84.64		008848		84.64
01439	PRECISION POWER EQUIPMENT							
I-1566	Chain Saw Parts and Repairs	R	5/04/2011	91.00		008849		91.00
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-4944	Gas Tank Inspection, Maint	R	5/04/2011	210.00		008850		
I-4945	Gas Tank Inspection, Main Yard	R	5/04/2011	210.00		008850		420.00
02207	Andrew Quinn							
I-042511	Camping Fee Refund	R	5/04/2011	30.00		008851		30.00
00788	QUINN COMPANY							
I-01C568103A	Cab Window for #115, Dozer	R	5/04/2011	95.05		008852		
I-OP32923	Standby Generator Repairs, TP	R	5/04/2011	701.25		008852		
I-PC010268258	Filter for #115, Dozer	R	5/04/2011	35.11		008852		831.41
00313	ROCK LONG'S AUTOMOTIVE							
I-1768	New Starter for #16, O & M	R	5/04/2011	381.42		008853		
I-1803	Engine Diagnosis, #16, O & M	R	5/04/2011	125.00		008853		
I-1870	Lube & Oil, Fuel Filter	R	5/04/2011	532.27		008853		
I-1885	Replace Broken Motor Mount, #38, LCRA Truck	R	5/04/2011	3,268.73		008853		
I-1885	Replace Brakes, Front Axle	R	5/04/2011			008853		
I-1885	Fuel Filter, Blower Motor Resistor, Wheel Seal and Differential Bearing #27, LCRA Truck	R	5/04/2011			008853		
I-1938	Lube & Oil Change, Eq#43 Maint	R	5/04/2011	74.31		008853		
I-1947	Lube & Oil, Brake Cable, #54	R	5/04/2011	136.31		008853		
I-1964	Maint Truck	R	5/04/2011			008853		
I-1964	Replace Fuel Pump, #26	R	5/04/2011	731.01		008853		
I-1968	Lube & Oil, #55, Maint Truck	R	5/04/2011	140.97		008853		
I-1972	Lube & Oil Change #15, O & M	R	5/04/2011	71.27		008853		
I-1979	Lube & Oil, Transmission Flush	R	5/04/2011	268.35		008853		
I-1992	Lube & Oil, Diagnose Check Eng	R	5/04/2011	508.68		008853		6,238.32

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02208 I-042511	Ron Rood Irrigation Controller Rebate	R	5/04/2011	346.44		008855		346.44
01109 I-12780	SALVADOR LOERA TRANSPORTATION Road Base for LCRA Maint	R	5/04/2011	575.00		008856		575.00
01240 I-DP12000002	SENSUS USA Software Support Call O & M	R	5/04/2011	75.00		008857		75.00
00213 I-26621	SERVICEMASTER COMMERCIAL Janitorial Services 5/11	R	5/04/2011	1,032.00		008858		1,032.00
02198 I-900146993	SIEMENS INDUSTRY, INC. Polyblend Replacement Parts	R	5/04/2011	776.47		008859		776.47
00215 I-042811 I-042911	SOUTHERN CALIFORNIA EDISON Acct#2210507034 Acct#2210503702	R R	5/04/2011 5/04/2011	10,177.36 5,528.17		008860 008860		15,705.53
00048 I-050211	STATE OF CALIFORNIA State Water Plan Payment	R	5/04/2011	197,416.00		008861		197,416.00
00223 I-4575885900	STOCK BUILDING SUPPLY Drive Screw, Treatment Plant	R	5/04/2011	14.07		008862		14.07
02209 I-042511	Rose Stone Irrigation Controller Rebate	R	5/04/2011	350.00		008863		350.00
00498 I-050311	BRIAN TAYLOR Safety Boot Purchase	R	5/04/2011	115.00		008864		115.00
01959 I-47648	The Wharf Coveralls for O & M Cust Svc	R	5/04/2011	34.06		008865		34.06
01662 I-11983	TYLER TECHNOLOGIES, INC. Online Training Center	R	5/04/2011	1,500.00		008866		1,500.00
00825 I-382415	USA BLUEBOOK Chemical Pump for Waterpark	R	5/04/2011	2,754.96		008867		2,754.96
00243 I-10437	VALLEY EQUIPMENT Weed Trimmer Line, Dist Maint	R	5/04/2011	13.53		008868		13.53

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00254	VENTURA LOCKSMITHS							
I-8059	Lock for Safe at LCRA	R	5/04/2011	182.84		008869		182.84
00257	VENTURA RIVER COUNTY WATER							
I-043011	Acct#05-37500A	R	5/04/2011	27.92		008870		
I-043011A	Acct#03-50100A	R	5/04/2011	26.57		008870		54.49
00630	WESCO							
I-718966	Replace Utility Pedestal, F-9	R	5/04/2011	592.56		008871		592.56
01933	Ron White							
C-050311A	SWEAP Financing Program	R	5/04/2011	28.61CR		008872		
I-050311	SWEAP Financing Program	R	5/04/2011	253.39		008872		224.78
	FY 09/10							
00274	JAMES WORD							
I-Apr 11	Reimburse Mileage 4/11	R	5/04/2011	83.13		008873		
I-Mar 11	Reimburse Mileage 3/11	R	5/04/2011	92.82		008873		175.95
00489	STEVE WICKSTRUM							
I-Apr 11	Reimburse Mileage 4/11	R	5/04/2011	130.05		008874		130.05
00124	ICMA RETIREMENT TRUST - 457							
I-CUI201105030421	457 CATCH UP	R	5/04/2011	423.08		008875		
I-DCI201105030421	DEFERRED COMP FLAT	R	5/04/2011	2,453.86		008875		
I-DI%201105030421	DEFERRED COMP PERCENT	R	5/04/2011	128.30		008875		3,005.24
01960	Moringa Community							
I-MOR201105030421	PAYROLL CONTRIBUTIONS	R	5/04/2011	16.75		008876		16.75
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201105030421	457 CATCH UP	R	5/04/2011	211.54		008877		
I-DCN201105030421	DEFERRED COMP FLAT	R	5/04/2011	3,906.78		008877		4,118.32
00180	S.E.I.U. - LOCAL 721							
I-UND201105030421	UNION DUES	R	5/04/2011	604.89		008878		604.89
00230	UNITED WAY							
I-UWY201105030421	PAYROLL CONTRIBUTIONS	R	5/04/2011	45.00		008879		45.00
1	Todd H Brohammer							
I-000201104220416	TS Refund	R	5/04/2011	34.00		008880		34.00

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1 I-000201105020417	Gretta Akellino UB Refund	R	5/04/2011	37.52		008881		37.52
1 I-000201105020420	Mark Davis UB Refund	R	5/04/2011	21.68		008882		21.68
1 I-000201105020418	Sarah Farmer UB Refund	R	5/04/2011	17.93		008883		17.93
1 I-000201105020419	Zuinda Martinez UB Refund	R	5/04/2011	43.67		008884		43.67
01985 I-050611	AFLAC/FLEX ONE Reimburse Medical 2011	R	5/06/2011	539.35		008885		539.35
01441 I-32913	ADVANTAGE TELECOM, INC LCRA Monthly Phone Bill	R	5/11/2011	657.74		008886		657.74
00010 I-103087818 I-103136766	AIRGAS WEST Cut Off WHeel for TP Cylinder Rental for Pipelines	R R	5/11/2011 5/11/2011	71.75 42.49		008887 008887		114.24
00029 I-1000161	AMERICAN TOWER CORP Tower Rent, Red Mtn, Rincon Pk	R	5/11/2011	1,141.53		008888		1,141.53
01666 I-000002329226	AT & T T-1 Line for Internet	R	5/11/2011	357.32		008889		357.32
00020 I-41895	AVENUE HARDWARE, INC 100# Magnet for Dam Shutdown	R	5/11/2011	19.43		008890		19.43
00679 I-S1680085001	BAKERSFIELD PIPE & SUPPLY INC Stainless Steel Parts for 4M	R	5/11/2011	277.27		008891		277.27
00548 I-Apr 11	Lisa Barbee Reimburse Expenses 4/11	R	5/11/2011	162.07		008892		162.07
00821 I-651481 I-651482	BEST BEST & KRIEGER LLP Matter#8235600001 4/11 Svcs Matter#8235600002 4/11 Svcs	R R	5/11/2011 5/11/2011	3,451.00 427.70		008893 008893		3,878.70
01616 I-051011	FRED BRENEMAN PD 5/1/11-5/14/11	R	5/11/2011	391.00		008894		391.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00475	CASA DE LAGO							
I-051111	Meal Tickets for Overtime Work	R	5/11/2011	177.49		008895		177.49
	Ticket #'s 636176, 435609, 742882, 870094, 870575, 288514, 7							
00055	CASITAS BOAT RENTALS							
I-001302	Gas for Boats at LCRA	R	5/11/2011	894.40		008896		894.40
00057	CLEAN SOURCE							
C-259347903A	Correct Inv#259347903	R	5/11/2011	0.01CR		008897		
I-259347903	Janitorial Supplies, LCRA	R	5/11/2011	9.04		008897		9.03
00059	COASTAL PIPCO							
I-S1677395001	Plumbing Parts, Vault 4 Repair	R	5/11/2011	386.05		008898		386.05
00062	CONSOLIDATED ELECTRICAL							
I-9009639404	I/O Comm Module for TP	R	5/11/2011	792.10		008899		792.10
01483	CORVEL CORPORATION							
I-3002709	Admin Fees May, Jun, Jul	R	5/11/2011	750.00		008900		750.00
01146	COUNTY OF VENTURA							
I-IN0087856	Health Permit, Pump Truck #88	R	5/11/2011	221.00		008901		221.00
01764	CSG Systems, Inc.							
I-71877	UB Mailing 03/29/11	R	5/11/2011	1,196.38		008902		1,196.38
00296	CUMMINS CAL PACIFIC, LLC							
I-00632510	Generator Block Heater Replace	R	5/11/2011	734.96		008903		734.96
00182	DEWITT PETROLEUM							
I-0007125IN	Gas and Diesel for Dist Office	R	5/11/2011	6,086.00		008904		6,086.00
00771	DLT SOLUTIONS INC.							
I-S152144	AutoCAD License, Renewal	R	5/11/2011	1,311.16		008905		1,311.16
	1 Year Renewal 4/7/11-4/6/2012							
00086	E.J. Harrison & Sons Inc							
I-739	Acct#500546088 Mar Svcs	R	5/11/2011	280.00		008906		
I-816	Acct#500546088 Apr Svcs	R	5/11/2011	560.00		008906		840.00
10085	ELIFEGUARD, INC.							
C-26061A	Accrue Use Tax	R	5/11/2011	11.34CR		008907		
D-26061A	Accrue Use Tax	R	5/11/2011	11.34		008907		
I-26061	Swimsuits for Lifeguards	R	5/11/2011	137.50		008907		137.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00095	FAMCON PIPE & SUPPLY							
I-133304	8" Spool for Pipelines	R	5/11/2011	164.54		008908		164.54
00099	FGL ENVIRONMENTAL							
I-103665A	Wet Chemistry	R	5/11/2011	61.00		008909		61.00
00104	FRED'S TIRE MAN							
I-158603	4 Tires for Eq#20, Fisheries	R	5/11/2011	670.98		008910		670.98
00106	FRONTIER PAINT							
I-F146124	Paint Supplies for Lazy River	R	5/11/2011	18.84		008911		
I-F146169	Paint for WP Bridges	R	5/11/2011	55.75		008911		
I-F146267	Paint Supplies for LCRA Office	R	5/11/2011	20.87		008911		
I-F146342	Paint Supplies for LCRA Office	R	5/11/2011	26.79		008911		
I-F146396	Tip for Airless Paint Sprayer	R	5/11/2011	27.15		008911		
I-F146458	Tip Extention for PaintSprayer	R	5/11/2011	44.36		008911		193.76
00115	GRAINGER, INC							
I-9524988186	Dam Tools and Equip	R	5/11/2011	354.78		008912		354.78
01594	HIGHWAY TECHNOLOGIES, INC.							
I-65078319001	Caution Tapes for LCRA Maint	R	5/11/2011	66.56		008913		66.56
00872	Irrisoft, Inc.							
I-3577	Weather Station Signal 5/11	R	5/11/2011	79.00		008914		79.00
00360	LESLIE'S POOL SUPPLIES, INC							
I-301343425	Silica Sand for Waterpark	R	5/11/2011	155.88		008915		155.88
01270	SCOTT LEWIS							
I-Apr 11	Reimburse Expenses 4/11	R	5/11/2011	156.59		008916		156.59
00328	LIGHTNING RIDGE							
I-7023	Uniforms T-Shirts, LCRA Maint	R	5/11/2011	718.80		008917		
I-7170	T-Shirts for O & M Cust Srvc	R	5/11/2011	67.04		008917		785.84
01404	MCT TRAILERS							
I-55280	Tail Light for Eq#16, O & M	R	5/11/2011	16.18		008918		16.18
00151	MEINERS OAKS ACE HARDWARE							
I-428448	Pipe Thread, Rebar, Fisheries	R	5/11/2011	12.48		008919		
I-428529	Batteries, Tape, Padlock, LCRA	R	5/11/2011	22.88		008919		
I-433062	Weldable Sheet, Bolt, WP	R	5/11/2011	8.53		008919		
I-433529	Wire Wheel for Dam Shutdown	R	5/11/2011	39.12		008919		
I-433530	Batteries, Paint Brushes, TP	R	5/11/2011	35.18		008919		
I-433540	Trash Can and Lid for 3MPP	R	5/11/2011	42.39		008919		
I-433804	Vinyl Clips for Waterpark	R	5/11/2011	5.85		008919		
I-433876	Supplies for Waterpark	R	5/11/2011	53.10		008919		

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 4/25/2011 THRU 5/18/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-433924	Pliers, Masking Tape for LCRA	R	5/11/2011	54.09		008919		
I-434072	2" Brad for LCRA Maint	R	5/11/2011	4.64		008919		
I-434120	Spray Paint for TP	R	5/11/2011	8.64		008919		
I-434141	Menderhose for WP Cabinets	R	5/11/2011	9.81		008919		
I-434273	Parts to Repair Pipe,Pipelines	R	5/11/2011	14.07		008919		
I-434287	Magnet Handle for Fisheries	R	5/11/2011	7.35		008919		
I-434294	Coating, Gloves for Dam Shtdwn	R	5/11/2011	17.69		008919		
I-434353	Stain, Paint Brush, LCRA Ofc	R	5/11/2011	5.08		008919		
I-434472	Air Filter for A/C Unit, LCRA	R	5/11/2011	4.32		008919		
I-434524	Bolts & Screws, 4M Res Mixer	R	5/11/2011	18.11		008919		
I-434693	Door Parts for LCRA Maint	R	5/11/2011	19.19		008919		
I-434715	Parts for Shop Cabinet Install	R	5/11/2011	43.77		008919		
I-434730	Paint Supplies for Dist Maint	R	5/11/2011	14.69		008919		
I-434737	Elbow, PVC for Pump Plants	R	5/11/2011	12.75		008919		
I-434794	PVC Parts for O & M Cust Svc	R	5/11/2011	23.70		008919		
I-434835	Cable Ties, Bolts for Pipeline	R	5/11/2011	6.93		008919		
I-435317	Connectors for Pump Plants	R	5/11/2011	28.75		008919		
I-435407	Supplies for Shop Cabinet	R	5/11/2011	10.15		008919		523.26
00160	OILFIELD ELECTRIC CO, INC							
I-2008648	Repair Lazy River Pump 5hp	R	5/11/2011	459.82		008922		
I-2008649	Repair Lazy River Pump 15hp	R	5/11/2011	855.19		008922		
I-2008650	Repair Lazy River Pump 15hp	R	5/11/2011	1,109.11		008922		2,424.12
01570	Ojai Auto Supply LLC							
I-206055	Antifreeze for Eq#33, Engin	R	5/11/2011	14.06		008923		14.06
00912	OJAI BUSINESS CENTER, INC							
I-6585	Shipping for Fisheries, E & M	R	5/11/2011	48.30		008924		48.30
00169	OJAI VALLEY SANITARY DISTRICT							
I-13318	Cust#20594	R	5/11/2011	150.63		008925		
I-13404	Cust#52921	R	5/11/2011	50.21		008925		200.84
10072	PERMACOLOR, INC							
I-264157	Coat Blind Flange	R	5/11/2011	225.00		008926		225.00
00188	PETTY CASH							
I-051111	Replenish Petty Cash	R	5/11/2011	352.44		008927		352.44
00988	PLUMBERS WAREHOUSE							
I-2233551	Tailpiece for LCRA Plumbing	R	5/11/2011	44.63		008928		44.63

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00788	QUINN COMPANY I-WO310026061 Remove & Install Governor, TP	R	5/11/2011	1,175.92		008929		1,175.92
00635	RAIN FOR RENT I-039019197 Temp Pipeline for Dam Dewater	R	5/11/2011	7,740.73		008930		7,740.73
00033	ROBERT SKEELS & CO. I-36349 Master Locks, O & M Cust Svc	R	5/11/2011	122.07		008931		122.07
00313	ROCK LONG'S AUTOMOTIVE I-1916 Lube, Oil Change, Battery #35 Engineering Truck	R	5/11/2011	220.72		008932		
	I-2027 Trans Flush, Renew Coolant #37 LCRA Maint Truck	R	5/11/2011	257.67		008932		478.39
01109	SALVADOR LOERA TRANSPORTATION I-12823 Crushed Rock for OV Reservoir	R	5/11/2011	625.00		008933		625.00
00211	SECORP INDUSTRIES I-I0012434 Rescue Team for Dam Inspection	R	5/11/2011	2,769.33		008934		2,769.33
00215	SOUTHERN CALIFORNIA EDISON I-050311 Acct#2210502480	R	5/11/2011	42,148.72		008935		
	I-050311A Acct#2210505426	R	5/11/2011	1,370.39		008935		
	I-050311B Acct#2237789169	R	5/11/2011	21.11		008935		
	I-050311C Acct#2269631768	R	5/11/2011	20.20		008935		43,560.42
02163	Toro Enterprises, Inc. I-6894 Rincon Pipe Replace 100 Ft	R	5/11/2011	48,793.50		008936		48,793.50
00225	UNDERGROUND SERVICE ALERT I-2011040093 124 New Tickets	R	5/11/2011	186.00		008937		186.00
00234	UNITED WATER CONSERVATION I-051111 State Water Plan Payment	R	5/11/2011	25,508.07		008938		25,508.07
00825	USA BLUEBOOK I-386396 Meter Box Lid Lifter (2)	R	5/11/2011	80.00		008939		80.00
10011	VENTURA CONCRETE CUTTING I-2036 Cut Vault Lid Off, OV Main	R	5/11/2011	440.00		008940		440.00
00949	CITY OF VENTURA I-051111 State Water Plan Payment	R	5/11/2011	50,740.70		008941		50,740.70

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 4/25/2011 THRU 5/18/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00826 I-5247	STAN WHISENHUNT DBA Ojai Festival Ad for LCRA	R	5/11/2011	93.75		008942		93.75
01985 I-051311	AFLAC/FLEX ONE Reimburse Medical 2011	R	5/17/2011	544.99		008943		544.99
00010 I-103087578	AIRGAS WEST Control PC Board for Welder,PL	R	5/18/2011	571.94		008944		571.94
00022 C-0000430198A D-0000430198A I-0000430198	AMERICAN WATER WORKS ASSOC. Accrue Use Tax Accrue Use Tax Water Conserv Bill Stuffers	R R R	5/18/2011 5/18/2011 5/18/2011	80.78CR 80.78 1,047.74		008945 008945 008945		 1,047.74
00021 I-051211	AWA OF VENTURA COUNTY Waterwise Breakfast 5/19/11	R	5/18/2011	20.00		008946		20.00
01153 I-May 11	RUSS BAGGERLY Expenses ACWA Spring Conf	R	5/18/2011	1,165.27		008947		1,165.27
00032 I-110483A I-110696	BIOVIR LABORATORIES, INC Shipping on 3/17 Test Giardia/Crypto Test 4/14/11	R R	5/18/2011 5/18/2011	6.36 396.42		008948 008948		 402.78
00055 I-043011	CASITAS BOAT RENTALS April Cafe Pass Reimbursment	R	5/18/2011	1,815.19		008949		1,815.19
00546 I-0257006IN I-0257007IN I-0257008IN	COASTAL BUSINESS MACHINES, INC UPS Reconditioning, E & M UPS Reconditioning, E & M UPS Reconditioning, E & M	R R R	5/18/2011 5/18/2011 5/18/2011	166.47 166.47 166.47		008950 008950 008950		 499.41
00719 I-80198024	CORELOGIC INFORMATION SOLUTION Realquest Subscription	R	5/18/2011	125.00		008951		125.00
10085 C-26965A D-26965A I-26965	ELIFEGUARD, INC. Accrue Use Tax Accrue Use Tax Umbrellas, Sunscreen for WP	R R R	5/18/2011 5/18/2011 5/18/2011	54.95CR 54.95 771.65		008952 008952 008952		 771.65
00093 I-749355533	FEDERAL EXPRESS Shipping for Management	R	5/18/2011	20.62		008953		20.62

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00131 I-505615	JCI JONES CHEMICALS, INC Chlorine for TP, CM#505661	R	5/18/2011	1,587.60		008954		1,587.60
02213 I-051111	Dean Mesner Refund Camping Fees	R	5/18/2011	50.00		008955		50.00
00607 I-07997C	OJAI ELECTRIC Elec Work, WP Vaults #3,#4,#5	R	5/18/2011	4,000.00		008956		4,000.00
01381 I-7114442	ONTRAC Refrigerated Sample to Biovir	R	5/18/2011	3.62		008957		3.62
01334 C-E63344 I-E63226 I-E63242 I-E63255	POWER MACHINERY CENTER CM May PM Srvc on Club Cars Club Car Lease, Y13360 Club Car Lease, Y13634 Club Car Lease, Y13864	R R R R	5/18/2011 5/18/2011 5/18/2011 5/18/2011	559.65CR 1,009.15 1,009.15 760.92		008958 008958 008958 008958		2,219.57
01105 I-T693244 I-T774188	SEARS COMMERCIAL ONE Control Kit for String Trimmer Parts for LCRA Maint	R R	5/18/2011 5/18/2011	39.44 34.53		008959 008959		73.97
01147 I-2419	SUPERIOR GATE SYSTEMS Replace Key Pad, Maint Gate	R	5/18/2011	225.00		008960		225.00
01283 I-0973748347	Verizon Wireless Dist Ofc Monthly Cell Phones	R	5/18/2011	1,392.53		008961		1,392.53
00124 I-CUI201105160422 I-DCI201105160422 I-DI%201105160422	ICMA RETIREMENT TRUST - 457 457 CATCH UP DEFERRED COMP FLAT DEFERRED COMP PERCENT	R R R	5/18/2011 5/18/2011 5/18/2011	423.08 2,453.86 85.53		008962 008962 008962		2,962.47
01960 I-MOR201105160422	Moringa Community PAYROLL CONTRIBUTIONS	R	5/18/2011	16.75		008963		16.75
00985 I-CUN201105160422 I-DCN201105160422	NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP DEFERRED COMP FLAT	R R	5/18/2011 5/18/2011	211.54 3,906.78		008964 008964		4,118.32
00180 I-UND201105160422	S.E.I.U. - LOCAL 721 UNION DUES	R	5/18/2011	604.89		008965		604.89

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00230	UNITED WAY							
I-UWY201105160422	PAYROLL CONTRIBUTIONS	R	5/18/2011	45.00		008966		45.00
00128	INTERNAL REVENUE SERVICE							
I-T1 201105030421	Federal Withholding	D	5/04/2011	21,609.45		050411		
I-T3 201105030421	FICA Withholding	D	5/04/2011	18,446.34		050411		
I-T4 201105030421	Medicare Withholding	D	5/04/2011	5,143.68		050411		45,199.47
00049	STATE OF CALIFORNIA							
I-T2 201105030421	State Withholding	D	5/04/2011	7,157.27		050412		7,157.27
00187	CALPERS							
I-PER201105030421	PERS EMPLOYEE PORTION	D	5/04/2011	9,478.21		050413		
I-PRR201105030421	PERS EMPLOYER PORTION	D	5/04/2011	10,094.79		050413		19,573.00
00128	INTERNAL REVENUE SERVICE							
I-T1 201105160422	Federal Withholding	D	5/18/2011	21,543.33		051811		
I-T3 201105160422	FICA Withholding	D	5/18/2011	18,177.90		051811		
I-T4 201105160422	Medicare Withholding	D	5/18/2011	5,068.74		051811		44,789.97
00049	STATE OF CALIFORNIA							
I-T2 201105160422	State Withholding	D	5/18/2011	7,067.78		051812		7,067.78
00187	CALPERS							
I-PER201105160422	PERS EMPLOYEE PORTION	D	5/18/2011	9,461.87		051813		
I-PRR201105160422	PERS EMPLOYER PORTION	D	5/18/2011	10,077.74		051813		19,539.61

* * T O T A L S * *	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
REGULAR CHECKS:	181	617,046.45	0.00	617,046.45
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	143,327.10	0.00	143,327.10
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:	187	760,373.55	0.00	760,373.55
BANK: AP	TOTALS:		187	760,373.55	0.00	760,373.55
REPORT TOTALS:			192	760,373.55	0.00	760,373.55

**Casitas Municipal Water District
Reimbursement Disclosure Report (1)
Fiscal Year 2010/11
July 1, 2010-March 31, 2011**

<u>Date paid</u>	<u>Board of Director/ Employee</u>	<u>Description</u>	<u>Amount Paid</u>
7/8/10	Gerardo Herrera	Renew T2 Certification	\$ 110.00
7/8/10	Gerardo Herrera	Safety Boot Purchase	\$ 115.00
7/14/10	Scott Lewis	College Tuition (Spring Term)	\$ 1,514.27
7/14/10	Scott Lewis	Airfare to CMWD 7/12-7/16	\$ 427.40
7/14/10	Scott Lewis	CA Fish & Game Scientific Permits	\$ 268.50
7/22/10	Rebekah Vieira	Roundtrip Personal Vehicle Mileage-SHRM- San Diego 6/27-6/30	\$ 139.20
7/22/10	Ron Yost	Possessory Tax (Dam Tender House)	\$ 515.10
8/11/10	Scott Lewis	Lodging CMWD 7/12-7/16	\$ 351.96
8/11/10	Scott Lewis	Fish Sampling Equipment	\$ 137.70
8/11/10	Scott Lewis	Car Rental 7/12-7/16	\$ 538.32
8/11/10	Scott Lewis	Computer Repair	\$ 196.99
9/1/10	Carol Belser	Advance for CPO Course	\$ 201.48
9/1/10	Dale Godfrey	Advance for CPO Course	\$ 152.53
9/1/10	Willis Hand	Safety Boot Purchase	\$ 104.95
9/8/10	Scott Lewis	Airfare to CMWD 8/23-8/27	\$ 532.80
9/8/10	Scott Lewis	Lodging CMWD 8/23-8/27	\$ 351.96
9/8/10	Scott Lewis	Car Rental 8/23-8/27	\$ 174.60
9/8/10	Scott Lewis	Airfare to CMWD 9/13-9/17	\$ 362.80
9/8/10	Rebekah Vieira	Hoses for LCRA Maintenance	\$ 105.43
9/16/10	Aaron Wall	Advance for World Waterpark Assn Conf	\$ 2,186.00
9/22/10	John Parlee	Safety Boot Purchase	\$ 102.83
9/22/10	Luke Soholt	Safety Boot Purchase	\$ 115.00
9/29/10	Lisa Kolar	Safety Boot Purchase	\$ 108.25
9/29/10	Brian Taylor	Safety Boot Purchase	\$ 115.00
9/29/10	Brian Taylor	CDPH Treatment II Courses	\$ 247.00
9/29/10	Aaron Wall	Food, Gift Cards for End of Season Party	\$ 258.39
10/6/10	Troy Garst	Safety Boot Purchase	\$ 115.00
10/6/10	Scott Lewis	Lodging CMWD 9/13-9/17	\$ 351.96
10/6/10	Scott Lewis	Car Rental 9/13-9/17	\$ 320.44
10/8/10	Russ Baggerly	Lodging ACWA Conf 9/29-10/1	\$ 570.30
10/8/10	Russ Baggerly	Car Rental ACWA Conf 9/29-10/1	\$ 325.85
10/8/10	Geoff Mosdale	Advance for Mussel Summit 10/21-10/22	\$ 357.56
10/8/10	Rob Weinerth	Advance for Mussel Summit 10/21-10/22	\$ 417.56
10/20/10	Pete Kaiser	Lodging ACWA Conf 9/29-10/1	\$ 462.26
10/22/10	Dale Godfrey	Advance for PAPA Seminar 10/28-10/29	\$ 155.44
10/26/10	Jim Weber	Safety Boot Purchase	\$ 115.00
10/26/10	Ron Yost	Safety Boot Purchase	\$ 115.00
11/3/10	Lisa Barbee	Personal Vehicle Mileage 10/24-10/27	\$ 206.34
11/3/10	Lisa Barbee	Lodging 10/24-10/27 Calpers Forum	\$ 518.07
11/3/10	Troy Garst	T4 Certification Renewal	\$ 140.00
11/3/10	Scott Lewis	Airfare to CMWD 10/25-10/29	\$ 260.80
11/3/10	Scott Lewis	Lodging 10/25-10/29	\$ 316.76
11/3/10	Scott Lewis	Car Rental 10/25-10/29	\$ 178.15
11/3/10	Tracy Medeiros	Safety Boot Purchase	\$ 115.00
11/5/10	Neil Cole	Airfare to DC 10/19-10/22	\$ 279.00
11/5/10	Neil Cole	Lodging 10/19-10/22	\$ 1,167.92
11/12/10	Joel Cox	Water Treatment Course	\$ 200.00
11/12/10	Joel Cox	Cash Advance for Cla-Val Class	\$ 246.00
11/12/10	Luke Soholt	Cash Advance for Cla-Val Class	\$ 246.00
11/15/10	Steve Wickstrum	Dinner for Group in DC 10/18/10	\$ 263.15
11/23/10	Gerardo Herrera	Lodging 11/16-11/18	\$ 137.78
11/23/10	Robert Vasquez	Lodging 11/16-11/18	\$ 137.78

**Casitas Municipal Water District
Reimbursement Disclosure Report (1)
Fiscal Year 2010/11
July 1, 2010-March 31, 2011**

12/8/10	Neil Cole	Utility Location Training Webinar	\$	125.00
12/8/10	Ron Merckling	Lodging ACWA Conf 11/30-12/3	\$	590.76
12/8/10	Rebekah Vieira	Personal Vehicle Mileage 11/16-11/19	\$	299.00
12/8/10	Steve Wickstrum	CDPH T5 License Renewal	\$	105.00
12/8/10	Steve Wickstrum	DCA CE Renewal	\$	125.00
12/8/10	Steve Wickstrum	Personal Vehicle Mileage 11/30/10	\$	101.50
12/8/10	Pete Kaiser	Lodging ACWA Conf 11/30-12/3	\$	551.43
12/16/10	Russ Baggerly	Lodging ACWA Conf 11/30-12/3	\$	590.76
12/16/10	Russ Baggerly	Car Rental 11/30-12/3	\$	275.36
12/21/10	Carol Belser	Personal Vehicle Mileage 12/2	\$	203.00
12/21/10	Bill Hicks	Lodging ACWA Conf 11/30-12/3	\$	590.76
12/21/10	Bill Hicks	Personal Vehicle Mileage 12/3	\$	101.00
12/21/10	Scott Lewis	Office Supplies	\$	100.96
12/21/10	Scott Lewis	Airfare to CMWD 11/27-12/3	\$	564.80
12/21/10	Scott Lewis	Lodging 11/27-12/3	\$	549.94
12/21/10	Scott Lewis	Car Rental 11/27-12/3	\$	197.51
1/6/11	Gerardo Herrera	WQ Protect & Control Course	\$	101.00
1/6/11	Gerardo Herrera	Class Manual	\$	110.81
1/6/11	Luke Soholt	Water Transmission and Dist Course	\$	101.00
1/19/11	Scott Lewis	Fall Term 2010 Tuition	\$	1,557.67
1/19/11	Scott Lewis	Airfare to CMWD 1/3/11-1/7/11	\$	383.80
2/1/11	Ken Grinnell	Water Chemistry Course	\$	201.30
2/10/11	Eric Behrendt	Cisco Networking Class	\$	168.00
2/10/11	Joel Cox	T3 Certification Exam	\$	100.00
2/10/11	Scott Lewis	Car Rental 1/3/11-1/7/11	\$	173.48
2/10/11	Scott Lewis	Lodging 1/3/11-1/7/11	\$	307.96
2/10/11	Scott Lewis	Stream Flow Workshop	\$	125.00
2/10/11	Mike Werber	Grade 4 Water Dist Certificate	\$	105.00
2/17/11	Ron Yost	Dist 3 Certification	\$	140.00
2/24/11	Todd Evans	Grade 2 Exam & Certificate	\$	145.00
2/25/11	Mike Werber	Safety Boot Purchase	\$	115.00
3/2/11	Geoff Mosdale	Cash Advance for Fred Hall Show	\$	234.22
3/2/11	Luke Soholt	Water TP Operation Course	\$	110.04
3/2/11	Rob Weinerth	Cash Advance for Fred Hall Show	\$	247.98
3/4/11	Luke Soholt	Dist 2 Exam & Certification	\$	145.00
3/17/11	Scott Lewis	Airfare to CMWD 2/28/11-3/5/11	\$	260.80
3/23/11	Joel Cox	D4 Certification	\$	130.00
3/30/11	Russ Baggerly	Lodging 3/22-3/25 Salmonid Conf	\$	283.50
3/30/11	Russ Baggerly	Car Rental 3/22-3/25 Salmonid Conf	\$	261.62
3/30/11	Robert Vasquez	Water Dist Sys Operation Class	\$	117.04
4/5/11	Joel Cox	Safety Boot Purchase	\$	108.20
4/5/11	Geoff Mosdale	Lodging Fred Hall Show 3/11-3/13	\$	283.16
4/5/11	Suzi Taylor	Tile for LCRA Restroom	\$	236.36
4/5/11	Suzi Taylor	Tile for LCRA Restroom	\$	201.43
4/13/11	Scott Lewis	Lodging 2/28/11-3/5/11	\$	468.55
4/13/11	Scott Lewis	Car Rental 2/28/11-3/5/11	\$	303.03
4/13/11	Scott Lewis	Airfare to CMWD 3/21/11-4/1/11	\$	360.80
4/13/11	Scott Lewis	Lodging 3/21/11-4/1/11	\$	979.99
4/13/11	Scott Lewis	Car Rental 3/21/11-4/1/11	\$	439.25
4/13/11	Robert Vasquez	D2 & 3 Review Course	\$	175.00
4/18/11	Lisa Barbee	Advance for Incode Connect Travel	\$	1,078.00
4/18/11	Chelbi Kelley	Advance for Incode Connect Travel	\$	1,128.32
4/21/11	Ronald Merckling	Lodging 4/12/11-4/15/11 CAPIO Conf	\$	370.74

Note:

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

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: May 5, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Recreation Committee Meeting of May 2, 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 inquired about the progress on rodent control in the park. Work is in progress to control the large ground squirrel population that has developed this spring and address the yellow jacket population appropriately.

PSM Belser reported that the Beer Festival went well last weekend, but there were a few alcohol related incidents that were directly associated with the festival that will be addressed with the event organizers.

The General Manager informed the Committee that he has a meeting scheduled with Bureau and Forest Service management. The purpose of the meeting is to begin to improve interagency relations. The General Manager will report back to the Committee and/or Board on the developments of the meeting. It was further noted that the State Water Quality Control Board has issued a letter of non-compliance to the Forest Service for failure to submit annual reports on the Casitas Fire Station septic system. It is expected that this reporting will be adequately resolved in a timely manner by the Forest Service.

PSM Belser reminded the Committee of the dates for the soft-opening of the water park (May 20th) and Ojai Wine Festival (June 12th).

4. **Proposed 2011/2012 Recreation Budget.**
The Committee reviewed the proposed 2011/2012 Recreation Budget and commented on various expenditures and revenues, and the ideas to gap the deficit balance of this budget. PSM Belser computed the budget with the expectation of receiving 5% less revenues than last year. It was agreed that given the economy and less public discretionary funds, raising rates may not result in a progression of bridging the deficit gap. The Committee did express concern over the deficit and the draw from unrestricted reserves to fund the recreation enterprise operation. Staff will assess

where recreational services are provided and not being adequately funded by the public users, and make recommendations for adjustments at a future date. It should be noted that the deficit gap in the budget is significantly less than in previous budgets.

Of specific note was that the fish purchase budget is requested to be at \$30,000, where \$60,000 had been spent in 2010/2011. The Committee discussed other financing methods for fish purchases, such as focused donations, in lieu of unfunded District expenditures or redirection of State Department of Fish and Game plantings.

The Committee discussed several focused budget items. One such item concerned the WiFi at the park. Gary Wolfe is in progress of setting up a WiFi system at the snack bar, which may encourage park users to visit the snack bar and purchase food. PSM Belser reviewed the difficulties experienced with the last WiFi provider.

5. **Review of Incidents and Comments.**

The Committee received a brief update from Gary Wolfe on the recent boating accident.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: May 5, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum

Re: Executive Committee Meeting of May 3, 2011

RECOMMENDATION:

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

MEETING:

1. Roll Call. Director Kaiser, Director Baggerly
2. Public Comments. None.
3. Board/Manager comments.
Director Baggerly requested further consideration by staff on a few items that had been brought to staff in the past. The Items are:
 - (1) Provide raptor perch and kestrel boxes at various sites where rodent control is needed around District facilities (i.e., Casitas saddle dike and Casitas Dam). This project may also be supported by the local chapter of the Audubon Society.
 - (2) Place effective EXIT traffic signs at the Santa Ana Ramp.Director Baggerly also requested further work on the District's website to provide more and better links to other sites. Each of these items will be considered as priorities and time allows.
4. Legislative Outreach Update.
The Committee reviewed the recent edition of CSDA e-News that provided insight to the hearing held by the State Assembly Accountability and Administrative Review (AAR) Committee on proposals concerning special districts. The proposals recommendations were not approved.

A copy of the AAR updated special district recommendations is attached to this memo as information being provided to the District's board.
5. Update on interactions with Other Water Companies.
The General Manager updated the Committee on recent discussion with the United Water Conservation District concerning preliminary ideas to bring more State Water into Ventura County and the Oxnard Basin via the UWCD's facilities. A draft agreement will be developed over the next two months that may be considered by the Committee and Board.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: May 20, 2011
TO: Board of Directors
FROM: Assistant to the General Manager, Rebekah Vieira

Re: Personnel Committee Meeting of May 18, 2011

RECOMMENDATION:

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

MEETING:

1. Roll Call. Director Word, Director Bergen
Staff – Steve Wickstrum, Rebekah Vieira, Michael Shields
Public – Danny Carrillo, SEIU
2. Public Comments. None.
3. Board/Manager comments.
Director Word suggested that the district boundaries may need to be evaluated again following the results of the recent census. Mr. Wickstrum will bring this to the Executive Committee for review.
4. Update on Recruitments
Current recruitments include the Water Conservation Specialist which will be posted shortly. Numerous lifeguards are in the process of being hired for the Water Adventure.
5. Discussion regarding the employment of relatives as part-time employees.
The General Manager informed the board of a situation where family members of full time employees have applied for part-time temporary positions. In the past where there has been clear separation without the ability for one family member to supervise another, employment has been approved. The current situations include the potential hiring of a lifeguard who is a dependent of a board member and the potential hiring of a lifeguard whose stepmother works in Recreation. In reviewing the policies it is determined that the decisions to hire in this instance need to be reviewed by the Board.
6. Discussion regarding converting the Associate Fisheries Biologist position from a term of five years to a regular position.
The Associate Fisheries Biologist position was approved on a five year term basis as it was unclear what the district's needs would be in this area. At this time it is a critical position within the district and it is desired to convert this position to regular full-time employment. In addition it is recommended that the salary range be adjusted to a comparable range for the position. As the position currently receives full benefits there are limited impacts to the budget. The

committee approved of submitting this item to the Board.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: May 20, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Water Resources Committee Meeting of May 19, 2011

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.** Director Baggerly and Director Hicks. Staff – Ron Merckling.
2. **Public Comments.** None.
3. **Board Comments.**
Director Hicks asked if the road to the event area was closed for any specific reason. The road was probably closed due to wind-blown palm debris that had not been removed from the road. The road is usually open otherwise.
4. **Manager Comments.**
The General Manager reported that he met with the Forest Service and Bureau of reclamation representatives. The meeting was a positive step to mending the fences and developing good relationships with new staff.

The General manager reported that Ojai Flow is nearing the point at which they believe they have public support for the initiative to acquire golden State Water Company and will be presenting the petitions to the General Manager on May 23rd, allowing the General Manager to begin discussions on this matter with the appropriate committee.

The General Manager noted to the Committee that personnel changes have occurred at the City of Ventura, a new Water Manager has been hired. Plan to meet with the new manager in the near future.
5. **Discussion regarding the Urban Water Management Plan.**
Mr. Merckling provided the Committee with a preliminary draft of the 2010 Urban Water Management Plan. Work on the draft is continuing as well as the input into the new database from California Urban Water Council. The June 2011 committee meeting may be scheduled for an earlier date in order to allow the committee to provide last input to the draft document, before bring to the Board for adoption. Mr. Merckling is posting the draft document for public review on June 3rd.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: May 20, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Finance Committee Meeting of May 20, 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
2. **Public comments.**
None.
3. **Board/Management comments.**
None.
4. **Review of the Financial Statement for April 2011.**
The Committee reviewed the April 2011 financial statement. Noting water sales are lagging from last year. Water sales reductions noted in Resale Pumped and Agriculture, likely due to wet winter and soft summer months. Resale Gravity (City of Ventura) is not likely to exceed 5,000 acre-feet in order to keep within the in-district water sales balance. Recreation is keeping pace with revenues, excluding the \$80,000 grant received in 2009. The District has received \$1.89 million from taxes.
5. **Review of the Water Consumption Report for April 2011.**
It was recognized that the agricultural and pumped resale classifications are behind last year's pace due to the rainfall. The Committee discussed projections and basis for development of the 2011-12 budget revenue. With the wet May 2011 the District may reach only 12,500 acre-feet of water delivery, the lowest annual delivery since 1995.
6. **Review of Preliminary Draft Budget for Fiscal Year 2011-2012.**
The Committee discussed one minor change to add \$25,000 for one vehicle replacement in 2011-12. The District has two high-mileage recreation patrol trucks that are showing signs of wear-tear and two trucks without air conditioning, but low mileage. Director Word commented that he would rather see the item in the budget rather than adding to the budget at a later date. This item will be suggested during the workshop to be added

in the final budget.

The Committee discussed the schedule for the budget process. The draft budget will be provided to the Board on April 27th, followed by a workshop during the regular meeting of the Board of Directors on May 25, a final review and opportunity for any changes on June 8th, and final adoption of the FY 2011-12 Budget on June 22nd.

7. **Review of Oak View Water Availability Schedule.**

The Committee the justification for the charge and suggested that this charge should be discontinued. This would likely require a simple motion by the Board.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: May 18, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: FY 2011-12 Budget Workshop

RECOMMENDATION:

It is recommended that the Board of Directors review and provide any changes to the General Manager's recommended budget for FY 2011-12 during the May 25, 2011 workshop, and direct staff to develop the final budget to be considered for adoption by the Board on June 22, 2011.

BACKGROUND:

The staff of Casitas Municipal Water District has prepared the draft FY 2011-12 Budget. The draft budget gone through a vigorous review by the General Manager and Finance Committee. The draft FY 2011-12 budget funds the highest priority projects and tasks necessary to achieve our goals while keeping our costs and water rates as low as possible. The budget is a financial management tool which presents the District's projected revenues and expenses, and follows the district's capital plan.

During the annual budget workshop, the Board of Directors will provide additional insight to the budget and work toward the development of a final budget document. It is anticipated that the final budget will undergo a public hearing and subsequently be adopted by the Board of Directors on June 22, 2011.

BUDGET SUMMARY:

The FY 2011-12 draft budget contains expenses that total \$15,406,449.55 and revenues that are anticipated to be \$14,011,562.72. The expenses exceed the revenue by \$1,394,886.83, which will become balanced by applying \$1,100,000 from available capital improvement reserves and \$294,886.83 from available un-restricted reserves. The following is a brief summary of each area of the budget. Rather than repeating all the numbers contained in the budget document, I will provide insight to the development of many of the numbers.

Revenue. The three primary sources of revenue are water rates, recreation fees, and property taxes. The revenues from each of these areas (water and recreation) can be highly variable and influenced by many factors such as weather conditions, economic climate, and changes in customer demands. The following are the key revenue highlights that were considered in the development of the proposed FY 2011-12 budget.

Water Rates: Water revenues contained in the budget are based on the conservative estimation of water sales volume of **14,895 acre-feet**. The average volume of water sales over the past five year, excluding current year, is 16,138 acre-feet, but the standard deviation to that average is 2,650 acre-feet for the five-year period. The revenues are in proportion to revenues the sales volume that was delivered to each classification of service during the previous two years. On this basis, it is estimated that water sales will generate

\$5,986,090 and water service charges will generate \$1,909,218.

Table 1 – Water Sales and Rainfall for Specific Water Customer Classifications

	FY 2008-09	FY 2009-10	Est. FY 2010-11
Rainfall (inches)	12.91	28.48	34.00
Resale (AF)	5,686	6,482	5,114
Agriculture (AF)	7,457	6,398	4,600
Residential (AF)	1,595	1,458	1,300
Total Water Sales (AF)	15,892	15,307	12,500

It should be noted that there are several factors that have contributed to the recent reduction in water sales. Water sales to key classifications are provided in Table 1, with a comparative to annual rainfall totals. During FY 2010-11, water sales in the Agricultural classification declined primarily due to the frequent rainfall events and the filling of the local aquifers. Water sales to the Resale classification decreased due to the City of Ventura's cooperation to keep water sales within district boundaries, combined with the loss of two large City customers. It is anticipated that annual water sales to the City of Ventura will likely be around 5,000 acre-feet for the next few years. Water sales to the Ojai resale customers, Golden State and Senior Canyon Mutual Water Company, have been reduced this year due to each agency's rising water rates and the increased use of local groundwater resources.

There are two specific items that the Finance Committee is watching that will cause reconsideration of water rates. The first item is the potential manipulation of Prop 1A tax funding by the State. The Prop 1A tax funding received by Casitas is approximately \$1.8 million. If Casitas does not continue to receive this funding, it could mean a 30% increase in water rates and service charges, and an increase in recreation rates. The second item is the Safety of Dams debt to the Bureau of Reclamation. The District is currently in negotiations for a payment contract and waiting for the BOR to determine the amount of the debt. The preliminary estimate of the debt is \$3.3 million which, depending on the term of the payment contract, could cause a 2-3% rate increase.

The Finance Committee has reviewed the proposed FY 2011-12 Budget revenues, reserve balances, expenses, delinquency rates, and determined that a water rate increase is not recommended at this time for FY 2011-12 Budget. Should any of the items mentioned above become current, the Finance Committee may bring a recommendation for rate adjustments to the Board.

Recreation Fees: The estimate of recreation fee revenues is based on historical patterns and the assumption that the issue of concessionaire revenues will be resolved during this next year. In preparation of the Budget, the Park Services Manager applied a 5% reduction to revenues of the previous year, providing a conservative estimate of revenues. The Recreation Committee was asked to consider increasing recreation fees in order to lessen the financial gap between revenues and expenses, but no increase in fee was the recommendation. The Recreation Committee will continue to assess revenue performance during the summer of 2011 and may propose a new fees structure in the fall of 2011. The Recreation revenues are estimated to be \$3,442,565.

Property Taxes: The FY 2011-12 Budget assumes that the Prop 1A tax funding will continue to be received by the District. The tax fund revenue is \$1,858,318.

Interest on Investments: The interest on time deposits and investments has been

redirected to investment strategies that may improve the return on investments over time. The estimated interest on investments in the FY2011-12 budget is \$288,767. This is an area of improvement over the FY 2009-10 investment returns.

Reserves. In 2009, the District achieved its goal in attaining adequate levels of unrestricted reserves (Resolution No. 06-32), increasing the cash flow reserve to \$3,000,000 and establishing a capital improvements reserve at an additional \$3,000,000. The FY 2011-12 Budget proposed to move \$1,100,000 from Capital Improvement reserves for the construction stages of the Rincon 2(M) Main replacement and \$294,886.83 from available un-restricted reserves in order to balance the proposed budget. Only a portion of the Rincon 2(M) Main replacement funds were expended in 2010-11 as no construction occurred on this project. The project will start in September 2012 and is an expense in the FY 2011-12 budget. The direction is to leave the Storm Damage budget whole by using \$1,100,000 reserve funds from the Capital Improvements reserve fund. Any additions to the Budget would be similarly be funded by available un-restricted reserves.

Expenses. Section managers and supervisors have prepared individual expense budgets for each task area, presented in the budget as Department Requested. The General Manager reviewed and discussed each expense with the Departments and appropriate changes were made as necessary. The FY 2011-12 expenses are very comparable to the FY 2010-11 expenses, with a few minor exceptions.

Staffing: There are no requests for additional full-time personnel. The Water Treatment-Operations section is requesting 960 hours for part-time employee to assist with the preparation of meter settings in the coastal communities for conversion to automatic reads.

Salary Adjustments: The budget includes a two percent salary cost of living adjustment, in anticipation that COLAs will be provided in accordance with current employee MOUs. The budget accounts for the offset in the date in which COLAs will be applied to each bargaining group. The Board may reconsider this adjustment.

Vehicles: Currently, the District's vehicle fleet is in good condition and adequate in numbers. Several vehicles are older than 7 years but have less than 100,000 miles and no air conditioning. The Manager Recommended budget does not have a budget figure for vehicle replacement. It has recently been pointed out that the two recreation patrol trucks are exceeding 100,000 miles and experience more frequent visits to the repair shop. It has been requested that budget be added to replace one of these trucks, perhaps with a small hybrid vehicle at a cost of \$28,000. This would be an adjustment made to the Board approved draft budget. It is planned to address several other trucks in the 2012-13 budget.

Power Purchased for Pumping: It is anticipated that electrical power costs will rise 5%, increasing the District's electrical cost to \$1,293,600. This estimate is conservatively based on historical electrical costs for 16,000 acre-feet of annual water sales. With changes in lake elevation and variability of pumped water demands, costs can vary from the budget estimate. This cost is included in the Electrical/Mechanical expense budget.

Reimbursable Projects: The budget for Water Conservation has \$470,523 in outside contracts for the Senior Canyon Improvement grant project.

Capital Projects Budget.

The 10-Year Capital Projects have been updated by staff and presented in the budget binder.

The proposed FY 2011-12 Capital budget is \$3,118,500. The attached list of capital projects is provided for further assessment of the work staff will be pursuing during FY 2011-12. There are three significant projects that are proposed to undertake in FY 2011-12. The first is the construction project to replace a storm-damaged section of the Rincon 2(M) Main, which crosses the canyon northwest of La Conchita. This project is estimated to cost \$1,100,000 and be completed before 2012. The second project is a multi-year project to replace outdated electrical systems at pump plant facilities. The third significant project is the first phase conversion of meter reading equipment to an automated format. It should be noted that the District is planning to replace the interior coating on the last of eight pressure filters.

Staff is dedicated to aggressively accomplishing the capital projects that have been proposed for FY 2011-12.

Lake Casitas Recreation Area Budget.

The goal of the LCRA budget is to provide a balance between projected revenue and expenses. This goal appears to be a difficult one to attain in light of recent boating restrictions and based on the level of current user fees. The proposed FY 2011-12 budget reflects a net loss of \$339,316. The revenue was reduced by 5% from estimates of the prior year. The summary of totals for the Recreation section is as follows:

	FY 2010-11	FY 2011-12
Total Revenue	\$3,636,480	\$3,442,565
Total Expenses	(\$2,666,315)	(\$2,397,867)
Total Capital	(\$331,500)	(\$209,000)
Admin Overhead	(\$940,025)	(\$882,279)
Depreciation Expense	(\$311,000)	(\$292,735)
Net Profit/(Loss)	(\$612,360)	(\$339,316)

At this time, the budget for recreation has decreased in all categories of expense and revenue, bringing the estimated deficit down from the estimated deficit of the FY 2010-11 budget. Similar deficits have been predicted in 2009 and 2010, with the year-end audits showing deficits that were appreciably less than estimated by the budgets. The 2010 audit showed a \$186,277 deficit, as compared to the \$604,457 deficit estimated by the approved budget. LCRA staff are committed to control costs and seek projects that will generate revenues for the LCRA.

Conclusion.

The workshop is provided for the Board of Directors to discuss the Draft budget. It is anticipated that the Board would set a public hearing and adoption of the final budget for the June 22, 2011, regular meeting of the Board of Directors. The action to set the public hearing will be considered at the May 25th regular meeting of the Board of Directors.

If there are any questions in regard to this matter, please do not hesitate to discuss any and all questions with me.

Capital Projects Listing by Section:**Engineering:**

Protect Casitas Gravity Main	\$37,500
Rincon 2(M) Main Replacement – La Conchita	\$1,100,000
Reservoir Maintenance – 5-year Inspection	\$35,000
Replace Main Office lighting – Investigate HVAC Replacement (VCERA)	\$100,000
Maintain Reservoir Roads and Rings	\$20,000
Reservoir Safety & Security Improvements	\$15,000
Robles Diffuser Panels	\$70,000
Subtotal	\$1,377,500

Water Quality:

Aeration System Study	\$100,000
Subtotal	\$100,000

Electrical Mechanical:

Fairview Pump Plant Switch Gear/Electrical Refurbishment	\$410,000
Ventura Avenue No. 1 Pump Plant Unit 4 Globe Valve	\$18,000
SCADA CP-1 Split and Upgrade	\$81,500
Pump Plant Electrical Rehabilitation	\$170,000
Ventura Avenue #2 Pump Plant Transformer Replacement	\$100,000
Subtotal	\$779,500

Pipeline:

Valve Replacement – Matilija Conduit	\$32,000
Valve Replacement - Gravity	\$28,000
Valve Replacement – Oak View	\$94,500
Subtotal	\$154,500

Water Treatment & Operations:

Filter # 1 Internal Coating Repair (Last One!)	\$250,000
Repair Coating on Dam Screen Hoist Structure	\$80,000
Metering System Upgrade to AMR system – Coastal Communities	\$140,000
Subtotal	\$470,000

District Maintenance:

Casitas No. 2 Chlorination Station Roof Replacement and paint	\$28,000
Subtotal	\$28,000

Recreation Maintenance:

Road Maintenance	\$75,000
Play structure Repair and Maintenance	\$20,000
Front Entrance Improvements	\$39,000
Subtotal	\$134,000

Recreation – Water Playground:

Resurface River and repair Splash Pads	\$75,000
Subtotal	\$75,000

Total Capital Projects	\$3,118,500
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CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC
HEARING FOR INPUT REGARDING THE 2011-2012 BUDGET

WHEREAS, Casitas is interested in public comments regarding the adoption of the 2010-2011 budget;

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

1. A public hearing will be conducted for the purpose of hearing all interested parties regarding the 2011-2012 budget.
2. The place of said hearing is hereby fixed at Casitas' Office, 1055 Ventura Avenue, in the town of Oak View. The date and time for said hearing is hereby fixed as June 22, 2011, at 3:00 p.m.
3. The Clerk of the Board of Casitas is hereby directed to give notice of said hearing by publishing a notice of the time and place of the hearing in the local newspapers.

ADOPTED this 25th day of May, 2011.

President, Casitas
Municipal Water District

ATTEST:

Secretary, Casitas
Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: May 19, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Change in Position Status and Salary – Associate Fisheries Biologist

RECOMMENDATION:

It is recommended that the Board of Directors approve the motion to approve the change in the job status of the Associate Fisheries Biologist from a five-year term to full employment and change the salary for this position to range E31.

BACKGROUND AND OVERVIEW:

In reference to the memorandum by Scott Lewis, Fisheries Program Manager regarding the position of the Associate Fisheries Biologist, the General Manager supports the content of the memorandum and understands the vital role that the Associate Fisheries Biologist serves for the District. As such, the position has been considered for its applicability to the long-term needs and core roles of the District and for a comparative salary range offered by other agencies. Changes are needed to the status and salary of the position.

At this time, the position is receiving all benefits of full employment, except for the condition that employment can be terminated at the end of a five year term. The current employee is in the fourth year of the five year term. Given the importance of long-term knowledge of the river system and many decades of more work needed in the river and lake, the position should be made into a full employment position. This would also remove the unknown by the employee and the District of what could occur as both reach the five-year term. As stated above, the position is currently receiving all employment benefits that are provided to others in the general unit. The change the employment status would have no budgetary impact.

The District recognizes that salaries need to be kept competitive in order to attract and keep employees at the District, also recognizing the value of the training and long-term knowledge the employee gains while at the District. In review of the salary offered by United Water Conservation District, an adjustment of the salary is recommended. Further, it should be considered that the current Associate Fisheries Biologist has approximately seven years experience on the Ventura River, which has value when considering the range and step to be assigned. The General Manager recommends the range be changed from E18 to E31.

Current Associate Fisheries Biologist	\$3,931.37 - \$4,738.76
UWCD Associate Fisheries Biologist	\$4,862.83 - \$5,910.83
Proposed Associate Fisheries Biologist	\$5,331.90 - \$6,448.69

This item has received review by the Personnel Committee and supported the item to be move to the Board for a motion to approve the change of the job status and salary.

Casitas Municipal Water District
Interdepartmental Memorandum

To: Steve Wickstrum, General Manager
From: Scott Lewis, Fisheries Program Manager
Subject: Associate Fisheries Biologist position
Date: 05-19-11

The Associate Fisheries Biologist position is an integral part of the District's Fisheries Program. Because the Fisheries Program was new, the position's initial 5-year job duration was selected due to the unknown complexity of the program. It has become evident that because of the actual complexity of the program, which includes ongoing requirements related to the Robles BO, general District-wide support, Lake Casitas Fisheries Management issues, and general environmental support to District that the position's role is critical. The Associate Fisheries Biologist's job duties are critical to annual and ongoing operations and the position requires District and basin wide knowledge and history that short-term employees cannot provide. Because the Associate Fisheries Biologist position is integral to the long-term District requirements, the position should be made permanent and compensated at a level equivalent to other positions within the District and similar positions around the region in order to retain quality employees.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: May 12, 2011
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Employment of Relatives

RECOMMENDATION:

It is recommended that the Board of Directors review and consider the approval of part-time employment for specific relatives of current employees.

BACKGROUND AND OVERVIEW:

The District has by Ordinance 00-04, Section 3.4, and by District Employee Handbook, Section 35, the requirement for the employment of a relative of a regular full-time employee to be considered for approval by the Board of Directors. The purpose of the Board review is to bring transparency to the hiring of relatives, address the issues that could arise from any potential for nepotism or conflict of interest, and thus protect the District from various employment claims. It appears that the District has addressed this very issue several times in the past, with no apparent issues having resulted from the Board determination to part-time employ a relative of full-time employee.

At this time, the District has two circumstances that need consideration by the Board of Directors, as follows:

- (1) Each year, the District hires approximately 70 lifeguards for the Water Park at the Lake Casitas Recreation Area. The lifeguard is a seasonal part-time position. During the first week of May 2011, while processing of job applications, Rebekah Vieira discovered that two of the prospective lifeguards are related by either birth or marriage to current employees of the District. Upon notice to both the current and prospective employees of the requirements of the District, the employees and/or their relatives have requested the employment status be considered by the Board of Directors. The two prospective lifeguards have not completed the hiring process, pending the approval by the Board of Directors.

Prospective lifeguard Derek Kaiser is the son of Director Peter Kaiser. Director Kaiser is considered as an employee of the District. It can be perceived that Director Kaiser indirectly supervises employees of the District by virtue of the Board authority over all District functions, through the assigned authority of the General Manager and subsequent managers and supervisors.

Prospective lifeguard Brock Taylor is the son of Brian Taylor, Pipeline Foreman, and step-son of Suzi Taylor, Park Services Officer IV. While there is supervisory separation between the lifeguard and the Pipeline Foreman, there are occasions that the Park Services Officer IV will supervise the recreation staff during the Park Services Manager's absence. The lifeguards are directly supervised by Aaron Wall, Park Services Officer III.

- (2) Over several years, the General Manager has approved the employment of part-time employees where there is no direct or indirect supervision of the part-time employee by the full-time employee. The separation of employment is by assignment to a different division or section of the District. At times, the District has had as many as four part-time employee relatives working at the recreation area. The District currently has two part-time employees that are directly related to two full-time employees.

Part-time Park Maintenance Mitchell Werber is the son of Mike Werber, Distribution Maintenance IV. There are no direct or indirect supervisory conditions, nor any conditions which place either employee in the same task. Mitchell Werber has been employed with the District for the last two years.

Part-time Park Maintenance Ian McMahan is the son of Susan McMahan, Laboratory Supervisor. There are no direct or indirect supervisory conditions, nor any conditions which place either employee in the same task. Ian McMahan has been employed with the District for the last two years.

District counsel has provided a legal evaluation and opinion to the General Manager in regard to the employment of Director Kaiser's son. Many of the points made by counsel can apply to non-officials such as full-time employees. The key premises to be evaluated when considering the hiring of a part-time employee that is a relative of a full-time employee are:

- 1) Violations of any anti-nepotism laws or policies? California law does not specifically address nepotism in local agency hiring. The separation of supervision tends to limit the exposure to nepotism. Further, having the employment approval process go through the Board of Directors keeps everything in an open and transparent process should there be an issue at a later date.
- 2) Violations of financial and/or common law conflicts of interest. The key point made by counsel is that the board member does not use the official position to influence the decision of the District to employ the relative of the board member. It could be further expanded to the influence by the board member on the supervision and assignment of the part-time employee. These same conditions could be applied to the influence of the full-time employee on the decision to hire and the continuing supervision by others of the relative part-time employee.
- 3) Counsel makes a good point that the agency and its board members avoid any perception of impropriety or unethical behavior in the making of the decision to hire a relative of a full-time employee. Put quite simply – "One good question to ask is whether the agency or the board member would like to read an article challenging the

hiring in the newspaper – if the answer is no, then it may be prudent not to hire (even when the hiring is defensible from a legal standpoint).”

Counsel has indicated that should the District wish to proceed with the hiring, the decision must be ratified by the Board in a vote that excludes the vote of the parent board member.

This item has received review by the Personnel Committee on May 18, 2011, and supported the item to be move to the Board for a motion.

ARNOLD, BLEUEL, LAROCHELLE,
MATHEWS & ZIRBEL, LLP

M E M O R A N D U M

TO: Casitas Municipal Water District

DATE: May 20, 2011

RE: CMWD - Conflict of Interest

This memorandum summarizes the conflict of interest issues that may arise should the District employ a District Board member's minor child at the District's recreational facilities. Conflict of interest issues are analyzed under the following:

1. Anti-Nepotism laws or policies;
2. Financial conflict of interest laws under the Political Reform Act (Gov. Code Section 87100 et seq.);
3. Financial conflict of interest in contracts (Government Code Section 1090 et seq.); or
4. Conflict of Interest prohibitions under the Common Law.

Anti-Nepotism laws or policies: California law does not specifically address nepotism in local agency hiring. If the District has a policy against the proposed hiring, then the inquiry ends there and the hiring should be prohibited. District Policy, Section 35 states that "No person shall be employed in a position directly or indirectly supervised by a relative without the approval of the Board of Directors." If the parent Board Member is considered an employee of the District, then there may be an argument that the parent Board member indirectly supervises his minor son by virtue of the fact that each member of the District's Board of Director exercises governance authority over District operations. If that argument were to prevail, then the hiring of a Board member's minor child by the District for summer employment would require ratification by the Board of Directors. That ratification should be by a vote of the Board that excludes the parent Board member.

Financial conflict of interest laws under the Political Reform Act (Gov. Code Section 87100 et seq.): The Political Reform Act sets forth an eight-step process to determine if a conflict of interest exists. Generally, the Political Reform Act provides that a public official may not participate in a government decision in which he has a financial interest. The Political Reform Act defines participation in a government decision to include an attempt by a board member to use his or her official position to influence a governmental decision. (Government Code Section 87100.). There is authority to support the conclusion that a local agency board member may be considered to have a financial interest in the employment of his dependent children. (Gov. Code Sections 87103,

82029; 2CCR18703.5; See also, *Tremlett Advice Letter, I-89-386.*). Based only on the general principles noted above, the parent Board member may risk an alleged violation of the Political Reform Act based on the argument that the parent Board member influenced the District's decision to employ the minor child. Evaluating the strength of this allegation would require a more detailed eight-step analysis that is beyond the scope of this memorandum.

Financial conflict of interest in contracts (Government Code Section 1090 et seq.): An officer does **not** have a financial interest in a contract entered into by the board of which the officer is a member if the officer only has a remote interest in the contract, the interest is disclosed to the board and a noted in the official records and, thereafter, the board approves or ratifies the contract by sufficient vote without the vote of the of the member with the remote interest. (Gov. Code Section 1091(a).) **A parent has a remote interest in the earnings of his or her minor child for personal services.** (Gov. Code Section 1091(b)(4).) Under the instant facts, the most prudent approach to avoid a conflict of interest allegation under Government Code 1090 et seq. would be for the parent Board member to disclose a remote interest in the minor child's employment contract and, subsequently, to have the minor child's employment contract ratified by a vote of the Board from which the parent Board member is excluded.

Conflict of Interest prohibitions under the Common Law: The common law doctrine of conflict of interest applies to both pecuniary and non-pecuniary interests. Under the instant facts, there is a risk that the parent Board member would be exposed to a common law conflict of interest claim. That claim could be based on arguments including, without limitation, the following: (1) that the hiring enhanced the parent Board member's financial interests by providing income to a dependent child; or, (2) that the hiring enhanced the non-pecuniary interests of the parent Board member by advancing the parent Board member's desire to advance the interests and development of the minor child.

In considering this matter, it should be noted that authorities in the field of ethics consistently advise public officials that laws governing ethics should be viewed as providing the "floor" and not the "ceiling" by which ethical decisions should be analyzed. A public official should avoid any perception of impropriety or unethical behavior. Accordingly, public officials are well advised to consider whether the general public might consider the public official's involvement in the decision as evidence of bias or favoritism. It may also be useful for a public official to consider the impact on the official and the public agency should the propriety of the decision be publicly challenged - even where the decision is defensible from a legal standpoint.

Given the above, the parent Board member risks allegations of conflict of interest. Should the District wish to proceed with the hiring, District policy may require that the hiring decision be ratified by the Board in a vote that excludes the vote of the parent Board member. That same Board ratification appears to be required by Government Code Section 1090 et seq. Finally, the parent Board member should consider the fact that the hiring decision may, even if legally defensible, result in a public perception of impropriety in the form of bias and favoritism.

B. If a Board member or District employees, volunteers, hosts, District management and part time employees believes that he or she may be disqualified from participation in the discussions, deliberations or vote on a particular matter due to a conflict of interest, the following procedure will be followed: (a) if the Board member or District employees, volunteers, hosts, District management and part time employees becomes aware of the potential conflict of interest before the Board meeting at which the matter will be discussed or acted on, the Board member or District employees, volunteers, hosts, District management and part time employees will notify the District's General Manager and the District's legal counsel of the potential conflict of interest, so that a determination can be made whether it is a disqualifying conflict of interest; (b) if it is not possible for the Board member or District employees, volunteers, hosts, District management and part time employees to discuss the potential conflict with the General Manager and the District's legal counsel before the meeting, or if the Board member or District employees, volunteers, hosts, District management and part time employees does not become aware of the potential conflict until during the meeting, the Board member or District employees, volunteers, hosts, District management and part time employees will immediately disclose the potential conflict during the Board meeting, so that there can be a determination whether it is a disqualifying conflict of interest; and (c) upon a determination that there is a disqualifying conflict of interest, the Board member or District employees, volunteers, hosts, District management and part time employees (1) will not participate in the discussion, deliberation or vote on the matter for which a conflict of interest exists, which will be so noted in the Board minutes, and (2) leave the room until after the discussion, vote and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters. The Board member or District employees, volunteers, hosts, District management and part time employees may speak on an uncontested matter during the time the general public speaks on the issue.



C. A Board member or District employees, volunteers, hosts, District management and part time employees will not recommend the employment of a relative by the District. A Board member or District employees, volunteers, hosts, District management and part time employees will not recommend the employment of a relative to any person known by the Board member or District employees, volunteers, hosts, District management and part time employees to be bidding for or negotiating a contract with the agency.

D. A Board member or District employees, volunteers, hosts, District management and part time employees who knowingly asks for, accepts or agrees to receive any gift, reward or promise thereof for doing an official act, except as may be authorized by law, may be guilty of a misdemeanor under Penal Code Section 70.

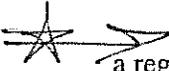
(Government Code Sections 1090 and following, and 87105; Penal Code Sections 68 and 70.)

7. Soliciting Political Contributions:

shall receive equivalent full-time employee health care benefits. Regular, part-time employees are not entitled to paid holidays.

(c) Temporary Hourly Employees shall comprise those employees serving in classifications herein designated as Part-time Hourly, and who have not been employed for an accumulated total of 1,760 hours in any calendar year. All temporary hourly employees will be formally terminated at the end of the employees' part-time assignment.

3.3 Evaluation Period: All appointments of Regular Full-time employees shall be for an evaluation period. Following satisfactory completion of the evaluation period, the employee shall attain regular, full-time status. The evaluation period shall terminate on the day in which six full months are completed. During such evaluation period, the employee may be removed at any time at the discretion of the General Manager.

 3.4 Employment of Relatives: No person shall be employed who is immediate family of a regular, full-time employee without the approval of the Board of Directors. Members of the same family who are not related to a regular full-time employee and who do not supervise one another may work at part-time positions with the approval of the General Manager.

3.5 Working Conditions and Employee Handbook: The General Manager shall have the authority from time to time to prescribe the general working conditions of all employees and may from time to time cause an employees handbook to be published and distributed to all employees.

3.6 Management and Supervisory and Professional. The Employees' Handbook is to be revised at the will of management and management alone. Casitas reserves the right to interpret, amend, modify, cancel or withdraw any or all sections or provisions of this Handbook at any time. Any change shall become effective on the day announced by written notice or upon re-issue of this Handbook. However, any statement that conflicts in any respect with any matters set forth in this Handbook is invalid, unless specifically acknowledged in writing by the General Manager of Casitas.

SECTION 4. COMPENSATION

4.1 Salary Schedule: All employees shall receive the compensation provided in the Salary Schedule set forth for the classification of the position in which they are employed. The Salary Schedule is hereby established as follows:

The General Manager shall establish salaries of personnel in accordance with said salary schedule, as it may be revised from time to time, subject to approval by the Board of Directors.

Except as otherwise herein provided, the Salary Schedule shall contain five "Salary Steps" designated as "A", "B", "C", "D", and "E" for each of the positions on the list of Regular, Full-time Employees. After the evaluation period has been completed in the entering step, the salary shall be advanced to the next higher step and, thereafter, the salary shall be advanced to the next higher step after one year of satisfactory service in each step provided the General Manager approves such advancement. Such advancement from salary step to salary step shall be effective on the same day of the month during which the employee originally entered Casitas service. Within-range advancements are not automatic, but shall be based upon performance. The entrance salary for an employee will ordinarily be established at step "A" of the salary range of the position; however, the starting salary of an employee may be set at any step within the salary range of the position with the approval of the General Manager.

Date Issued: June, 1997

duties and does not constitute a conflict of interest as determined by the General Manager.

Additional information is included in the "Employment of Personnel Ordinance."

SECTION 35. EMPLOYMENT OF RELATIVES

No person shall be employed in a position directly or indirectly supervised by a relative without the approval of the Board of Directors. No members of the immediate family shall be employed in the same section without the approval of the Board of Directors.

SECTION 36. POLITICAL ACTIVITY

During his or her working hours, no employee shall engage in any of the following acts:

- 1) Take any part in any campaign for or against the election or appointment of any public official or officer including any Casitas official or officer, or take any part in any campaign for or against the qualification or passage of any proposition on any ballot.
- 2) Solicit contributions for or contribute to the candidacy of any candidate for any such office or solicit contributions for or contribute to any campaign for or against the qualification or passage of any proposition on any ballot.

Nor shall any employee at any time use any Casitas vehicle, equipment, supplies, facilities, or uniform or other Casitas insignia in connection with any campaign for or against any candidate for election or appointment to any public office or for or against the qualification or passage of any proposition on any ballot.

SECTION 29. WAGES

29.1 Management, Supervisory and Professional, and SEIU LOCAL 998, Recreation and Unit 3. Wages are paid based on the attached salary schedule.

SECTION 30. BOARD MEMBERS

Board members shall be treated as employees except they will be appointed or elected and compensated as required by State law. Board members shall be excluded from the following benefits of regular, full-time employees such as overtime, vacation, sick leave, and industrial and longevity leave, and not be subject to the holiday policy, the meal policy, the uniform policy, the training policy, the reporting for work policy, performance evaluations, leaves of absence, military leave, jury duty, the cafeteria plan and political activity policies.

SECTION 31. EFFECTIVE DATE

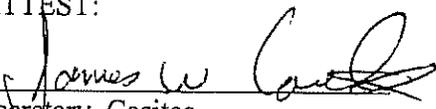
31.1 This ordinance shall become effective upon adoption.

ADOPTED this 13th day of September, 2008



President, Casitas
Municipal Water District

ATTEST:



Secretary, Casitas
Municipal Water District



California Special Districts Association

Districts Stronger Together

DATE: March 2, 2011

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2011-2014 term.

The leadership of CSDA is elected from its six geographical regions. Each of the six regions has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic region that they seek to represent. (See attached Region Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration.

Commitment: Serving on the Board requires one's interest in the issues confronting special districts statewide. A board member is expected to attend all board meetings held every other month, usually on the second Friday of the month, at CSDA's office in Sacramento. Besides serving on the Board, each Board Member is expected to participate on at least one committee, which usually meets 3-4 times a year in Sacramento. CSDA reimburses directors for their related expenses for Board and Committee meetings as outlined in Board Policy. In addition, all Board Members are expected to attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the Annual Conference (held in the fall) as part of their obligation to the CSDA membership; expenses for these two events are not reimbursed by CSDA, even if a board meeting or committee meeting is held in conjunction with the event.

Nomination Procedures: Any regular member Independent Special District is eligible to nominate one person, a board member or managerial employee (as

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION
BOARD OF DIRECTORS

NOMINATION FORM

PLEASE BE SURE THE CANDIDATE'S PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE

Name of Candidate: _____

District: _____

Mailing
Address: _____

Region: _____ (see attached map)

Telephone: _____

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting
the candidate by fax or mail to:

CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(916) 442-7887 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 27, 2011



2011 CSDA Board of Directors by Region

Region 1

Mark Bryant, *Garberville Sanitary District*
 Norman Shopay, *McKinleyville CSD*
 Phil Schoefer, *Western Shasta RCD*

Region 3

James Kohonen, *Alameda County Mosquito AD*
 Sherry Sterrett, *Pleasant Hill RPD*
 Stanley Caldwell, *Mt. View Sanitary District*

Region 5

Jack Curtis, *Ojai Valley Sanitary District*
 Kathy Tiegs, *Cucamonga Valley Water*
 Jim Acosta, *Saticoy Sanitary District*

Region 2

Noelle Mattock, *El Dorado Hills CSD*
 Ginger Root, *Tuxedo Country Club FPD*
 Pete Kampa, *Tuolumne Utilities District*

Region 4

Adrienne (Ann) Mathews, *Kern County Water Agency*
 Tim Ruiz, *East Niles CSD*
 Tim Unruh, *Kern County Cemetery District No. 1*

Region 6

Jo MacKenzie, *Vista Irrigation District*
 William Nelson, *Orange County Cemetery District*
 Dewey Ausmus, *North County Cemetery District*

Casitas Municipal Water District

Monthly Cost Analysis

2010/2011



05/04/2011

	<u>Marzula & Marzula</u> <i>11-5-21-5049-12</i>	<u>Operation of Robles</u> <i>11-5-??-????-14</i>	<u>Fisheries</u> <i>11-5-28-50??-??</i>	<u>Project Name</u> <u>Fish Passage</u>	<u>Cost of the</u> <u>Fish Passage</u>
2003/2004	0.00	132,143.20	6,066.93		
2004/2005	0.00	298,006.35	39,124.63		8,079,888.06
2005/2006	274,270.75	144,052.92	93,406.52		0.00
2006/2007	194,409.73	110,707.78	188,651.75		114,790.04
2007/2008	21,111.90	117,299.80	272,644.56		0.00
2008/2009	1,207.75	88,201.00	307,739.00		0.00
2009/2010	<u>216,797.47</u>	<u>124,874.54</u>	<u>342,756.94</u>		0.00
Expenditures					
July	0.00	3,089.39	20,641.01		
August	330.76	12,596.61	23,810.79		
September	2,095.70	17,788.10	24,170.55		
October	23,145.79	11,641.05	28,122.00		
November	28,536.47	14,852.00	15,834.63		
December	67,247.98	21,760.81	29,219.43		
January	6,984.81	8,195.71	23,641.42		
Feburary	11,272.68	2,799.15	31,386.93	Less: Grants	
March	6,383.33	3,785.84	29,363.45	CA Coastal Conservancy	-1,750,000.00
April	0.00	0.00	0.00	CA Dept of Fish & Game	-1,500,000.00
May	0.00	0.00	0.00	CA Dept of Fish & Game	-1,000,000.00
June				Pacific States Marine	-8,988.86
				(Timber Debris Fence)	
				Pacific States Marine	-18,980.00
				(Vaki Shroud)	
Total Cost YTD	<u>145,997.52</u>	<u>96,508.66</u>	<u>226,190.21</u>	Total Cost TD	<u>8,194,678.10</u>
				Less: Grant Funding	<u>-4,277,968.86</u>
Total Project Cost	<u>853,795.12</u>	<u>1,111,794.25</u>	<u>1,476,580.54</u>	Total Project Cost	<u>3,916,709.24</u>

Total: Operation of Robles, Fisheries and Fish Passage **6,505,084.03**

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: May 18, 2011
TO: Steve Wickstrum, General Manager
FROM: Carol Belser, Park Services Manager
SUBJECT: Recreation Area Monthly Report April 2011

Visitation Numbers and Methodology

The following is a comparison of visitations for April 2011:

	April 2010	April 2011	March 2011
Visitor Days	69,932	82,536	30,724
Camps	6,125	7,666	2,298
Cars	17,483	20,634	7,681
Boats	822	1,024	586
Kayaks & Canoes	7	15	4

Fiscal Year to Date Visitation	
2009/2010	503,692
2010/2011	521,576
% Change	3.551

Administration

The Park Store opened in April after the BOR gave approval for a month to month agreement in February and the Board approved Gary Wolfe to operate the Park Store this upcoming season.

Work began on the reservation building remodel that will provide three walk up windows for camping and Water Adventure reservations/ticket sales. Reservation staff have temporarily moved into the PSO office to conduct business.

Boating/Fishing - April

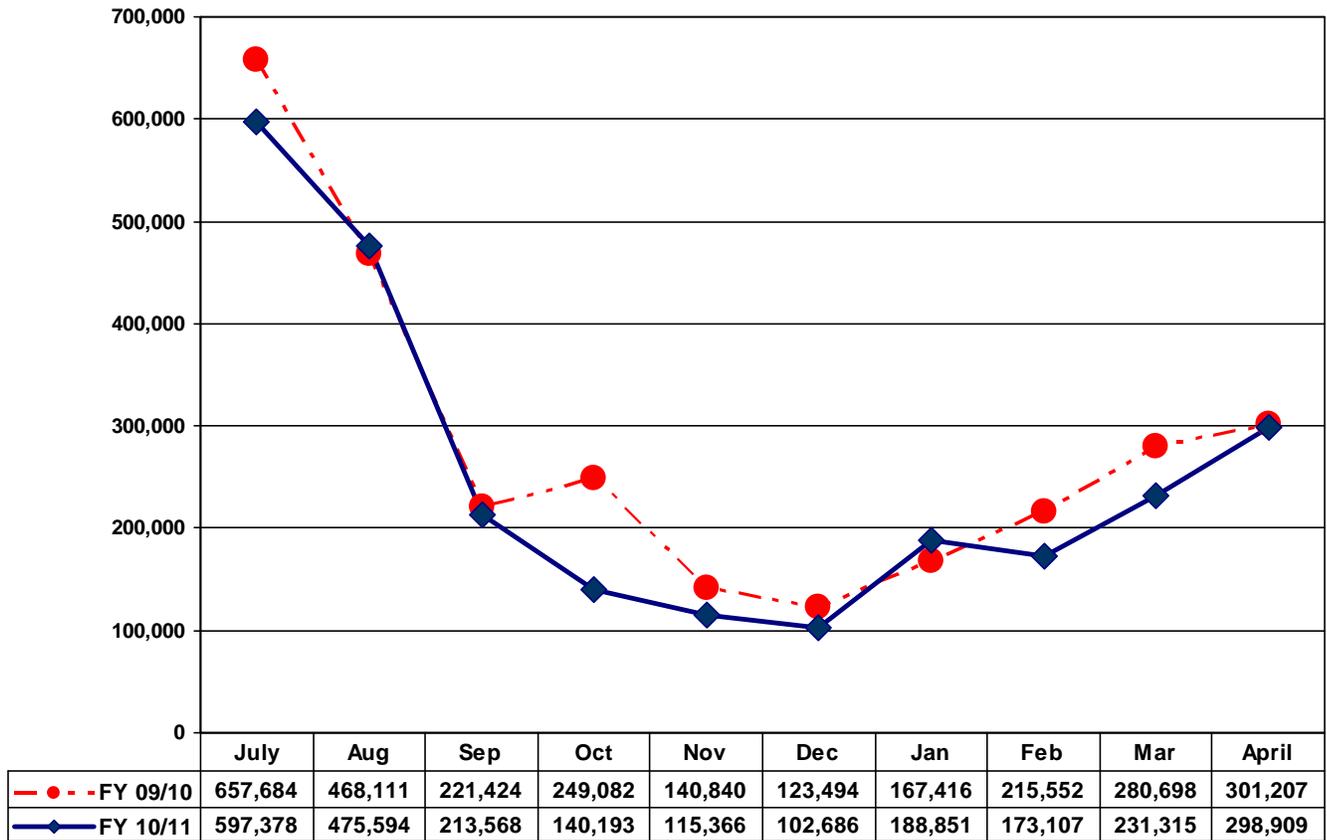
There were 26 cables sold for new inspections, 26 vessel re-inspections, and 1,402 boats were retagged. Eight boats failed the first inspection. Shoreline fishing at night was held April 14, 15 and 16. Western Outdoor News held two tournaments on April 2 and 16, and the Conejo Bass Club held a tournament on April 16. Anglers Choice held a night tournament on April 22.

PSO Rob Weinerth was invited to speak to a group of Cub Scouts on April 16.

PSO and APSO staff are continuing to collect data for the creel survey and an opinion survey focusing their effort the first week of every month. The data collected is analyzed by Scott Lewis and will be used in the Fisheries Management Plan.

Revenue Reporting

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.



Incidents

Reportable incidents where County Sheriff or Emergency Services agencies support was called, include a boating incident, several suspected DUI’s with subsequent arrests, assault with a BB Gun, and chest pains. Other notable incidents include a citation issued for underage possession of alcohol, a trash dumpster on fire, and a customer reported bear and cub spotted in camp area.

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
05/18/11**

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	\$708,295	3.625%	07/01/10	5.68%	118	7
*TB	Federal Home Loan Bank	3133XSP930	12/13/13	\$743,750	\$738,486	3.125%	07/01/10	5.93%	925	55
*TB	Federal Home Loan Bank	3133XWNB10	06/12/15	\$729,603	\$735,650	2.875%	07/01/10	5.90%	1464	86
*TB	Federal Home Loan Bank	3133XWW470	03/09/12	\$707,315	\$704,900	1.125%	06/30/10	5.66%	291	16
*TB	Federal Home Loan Bank	3134A4VG60	11/17/15	\$807,683	\$789,579	4.750%	07/19/10	6.34%	1619	103
*TB	Federal Home Loan MTG Corp	3137EABS70	09/27/13	\$766,605	\$755,118	4.125%	07/01/10	6.06%	849	51
*TB	Federal Home Loan MTG Corp	3137EACD90	07/28/14	\$739,907	\$740,292	3.000%	07/01/10	5.94%	1150	68
*TB	Federal Home Loan MTG Corp	3137EACE70	09/21/12	\$723,646	\$716,352	2.125%	06/30/10	5.75%	483	28
*TB	Federal Home Loan MTG Corp	3137EACF40	12/15/11	\$706,398	\$703,612	1.125%	06/30/10	5.65%	207	12
*TB	Federal Natl MTG Assn	31398AYY20	09/16/14	\$739,123	\$741,748	3.000%	07/01/10	5.95%	1198	71
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/18	\$1,055,030	\$1,113,801	1.375%	07/06/10	8.94%	2577	230
*TB	US Treasury Notes	912828JW10	12/31/13	\$709,352	\$713,510	1.500%	04/01/10	5.72%	943	54
*TB	US Treasury Notes	912828LZ10	11/30/14	\$718,129	\$723,954	2.125%	07/01/10	5.81%	1272	74
*TB	US Treasury Notes	912828MB30	12/15/12	\$709,707	\$708,064	1.125%	06/30/10	5.68%	567	32
*TB	US Treasury Inflation Index NTS	912828MF40	01/15/20	\$1,041,021	\$1,095,653	1.375%	07/01/10	8.79%	3117	274
*TB	US Treasury Notes	912828ML10	12/31/11	\$707,191	\$703,745	1.000%	06/30/10	5.65%	223	13
	Accrued Interest			\$58,062	\$70,471					
	Total in Gov't Sec. (11-00-1055-00&1065)			\$12,388,838	\$12,463,230			85.33%		
*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	\$2,142,005	\$2,142,005	0.89%	Estimated	14.67%		
	TOTAL FUNDS INVESTED			\$14,530,844	\$14,605,235			100.00%		
	Total Funds Invested last report			\$14,530,844	\$14,601,471					
	Total Funds Invested 1 Yr. Ago			\$16,751,665	\$16,751,665					
****	CASH IN BANK (11-00-1000-00) EST			\$3,195,304	\$3,195,304					
	CASH IN Western Asset Money Marke			\$31	\$31	0.470%				
	TOTAL CASH & INVESTMENTS			\$17,726,179	\$17,800,571					
	TOTAL CASH & INVESTMENTS 1 YR AGO			\$17,036,892	\$17,036,892					

- *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.