

# Board Meeting Agenda Special Meeting

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

Pete Kaiser, Director  
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT  
March 12, 2013  
3:00 P.M. – DISTRICT OFFICE

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

1. Public Comments
2. General Manager comments.
3. Board of Director comments.
4. Consent Agenda
  - a. Minutes of the February 27, 2013 Board Meeting.  
RECOMMENDED ACTION: Adopt Consent Agenda
5. Bills
6. Committee/Manager Reports
  - a. Executive Committee Minutes
7. Recommend approval of leak relief to the Arroyo Mobile Home Park.  
RECOMMENDED ACTION: Motion approving recommendation

8. Recommend approval of sponsorship of the Ojai Valley Chamber of Commerce's Annual Garden Tour in the amount of \$250.00.

RECOMMENDED ACTION: Motion approving recommendation

9. California Special District Association Board of Directors Call for Nominations.

RECOMMENDED ACTION: Direction to staff

10. Information Items:

- a. Monthly Cost Analysis for operation of Robles, fisheries and fish passage.
- b. Monthly Cost Analysis for Ojai FLOW.
- c. Letter from Don Barker expressing gratitude to Brian Taylor and the pipeline crew for their work with a meter installation.
- d. Investment Report.

11. Closed Session:

- a. Public Employee Performance Evaluation (Govt. Code Sec. 54957)  
Title: General Manager

12. Adjournment

If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 649-2251, ext.

113. (Govt. Code Section 54954.1 and 54954.2(a).

Minutes of the Casitas Municipal Water District  
Board Meeting Held  
February 27, 2013

A meeting of the Board of Directors was held February 27, 2013 at Casitas' Office, Oak View, California. Directors Word, Bergen, and Baggerly were present. Directors Hicks and Kaiser were absent. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, Bob Krimmer. There were twelve staff members and no members of the public in attendance. President Word led the group in the flag salute.

1. Public Comments

None

2. General Manager comments.

Mr. Wickstrum reported on his conversation with Golden State customer Camille Crock who is concerned about the actions being taken and expressed difficulty with water rates. Director Baggerly stated he had also spoken with her.

Mr. Wickstrum thanked Director Baggerly for advising of the decision on the Casitas vs. United States case. The appeals court dismissed the appeal without prejudice. We may discuss this with our attorney at our next board meeting.

Mr. Wickstrum then informed the board that there is a lot of discussion on the State Water front regarding a multi-year market pool. This would be a new mechanism that state water contractors are working on to move away from the turn back pool. They are trying to base the price at more of a market rate. Mr. Wickstrum then informed the board of a letter received from the City of Ojai regarding the acquisition and the City is grateful to Casitas for reviewing this and allowing it to move forward to a vote. President Word added we heard the same message from Senator Hannah Beth Jackson encouraging us to proceed so the people could vote on the issue.

Mr. Wickstrum also mentioned that we are in the middle of budget preparation.

3. Board of Director comments.

Director Baggerly thanked Mr. Wickstrum for taking action on the item sent to him to protect bald eagles. He also thanked Carol and the Recreation staff.

President Word mentioned the next scheduled board meeting is a public hearing and that should be a single issue meeting. It was suggested that we conduct the regular board meeting on Tuesday March 12<sup>th</sup> to take care of regular business.

4. Consent Agenda ADOPTED

- a. Minutes of the February 13, 2013 Board Meeting.

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

5. Bills APPROVED

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

6. Committee/Manager Reports APPROVED

- a. Finance Committee Minutes  
b. Personnel Committee Minutes

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

7. Resolution Honoring Brent Doan upon his retirement from the Casitas Municipal Water District. ADOPTED

The resolution was read by President Word and it was noted that Brent was unable to attend but the Recreation staff was there in support of Brent.

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

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

Resolution is numbered 13-11.

8. Recommend approval of a purchase order to Offshore Construction Inc. in the amount of \$105,623.00 for the modification of access flanges, interior coating rehabilitation and media replacement for reclaim filters A and B. APPROVED

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

9. Information Items:

- a. Investment Report.

10. Adjournment

President Word adjourned the meeting at 3:18 p.m.

11. Special Meeting

President Word opened the special meeting at 3:45 p.m.

There was no public comment and President Word moved the meeting into closed session at 3:46 p.m. per (Govt. Code Sec. 54956.9 (c)) Conference with Legal Counsel – Anticipated Litigation (One case).

President Word moved the meeting back into regular session at 4:01 p.m. with Mr. Krimmer stating the board had discussion regarding anticipated litigation and no action was taken.

President Word adjourned the meeting at 4:02 p.m.

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Mary Bergen, Secretary

CASITAS MUNICIPAL WATER DISTRICT  
 Payable Fund Check Authorization  
 Checks Dated 2/28/13-3/6/13  
 Presented to the Board of Directors For Approval March 12, 2013

Check	Payee			Description	Amount
000391	Payables Fund Account	#	9759651478	Accounts Payable Batch 022813	\$30,282.55
000392	Payables Fund Account	#	9759651478	Accounts Payable Batch 030613	\$736,896.99
					\$767,179.54
000393	Payroll Fund Account	#	9469730919	Estimated Payroll 3/21/13	\$130,000.00
					\$130,000.00
				Total	\$897,179.54

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, 000391-000393 have been duly audited is hereby certified as correct.

 3/6/13  
 \_\_\_\_\_  
 Denise Collin, Accounting Manager

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Signature

CERTIFICATION

Payroll disbursements for the pay period ending 03/02/13  
Pay Date of 03/07/13  
have been duly audited and are  
hereby certified as correct.

Signed: Denise Collin 3/4/13  
Denise Collin

Signed: \_\_\_\_\_  
Signature

Signed: \_\_\_\_\_  
Signature

Signed: \_\_\_\_\_  
Signature


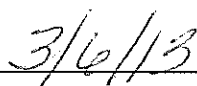
# A/P Fund

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.

000391	A/P Checks:	014608-014633
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Void:	

000392	A/P Checks:	014634-014731
	A/P Draft to P.E.R.S.	030633
	A/P Draft to State of CA	030632
	A/P Draft to I.R.S.	030631
	Void:	014683

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

   
\_\_\_\_\_  
Denise Collin, Accounting Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



3/06/2013 1:19 PM  
 VENDOR SET: 01 Casitas Municipal Water D  
 BANK: \* ALL BANKS  
 DATE RANGE: 2/25/2013 THRU 3/06/2013

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	3/06/2013			014683		

\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	1	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: *	TOTALS:	1	0.00	0.00	0.00
BANK: *	TOTALS:		1	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00021	AWA OF VENTURA COUNTY I-021113 CCWUC Seminar 2/27/13	R	2/25/2013	225.00		014608		225.00
09043	SOUTHERN CALIFORNIA EDISON I-138915 Temp Power OVPP	R	2/25/2013	848.00		014609		848.00
01722	AMERICAN CASTING & MFG CORP C-216658AA Accrue Use Tax D-216658AA Accrue Use Tax I-216658A Tags and Bar Codes for Quagga	R R R	2/28/2013 2/28/2013 2/28/2013	60.75CR 60.75 855.26		014610 014610 014610		855.26
01124	Bacon & Peterson Anesthesia I-121812 DOS 12/18/12 Claim#03-01792	R	2/28/2013	218.03		014611		218.03
01616	FRED BRENEMAN I-022513 2/17/13-3/2/13	R	2/28/2013	391.00		014612		391.00
00511	Centers for Family Health I-112212 DOS 11/22/12 Claim#12-08261	R	2/28/2013	241.75		014613		241.75
00061	COMPUWAVE I-SB02072681 Travel Adapter, O&M Cust Svc	R	2/28/2013	82.18		014614		82.18
01483	CORVEL CORPORATION I-663686431 Bill Review I-666026501 Bill Review I-666362771 Bill Review I-666606201 Bill Review	R R R R	2/28/2013 2/28/2013 2/28/2013 2/28/2013	36.72 230.26 3,138.20 347.40		014615 014615 014615 014615		3,752.58
01647	JOEL COX I-022713 Safety Boot Purchase	R	2/28/2013	123.63		014616		123.63
01001	CUSTOM PRINTING I-121998 Print Newsletters	R	2/28/2013	2,311.25		014617		2,311.25
00662	Diamond A Equipment I-IX37148 Belt, Pulley for #277, Mower	R	2/28/2013	165.10		014618		165.10
00099	FGL ENVIRONMENTAL I-300460A Annual Source Monitoring	R	2/28/2013	748.00		014619		748.00
00596	HOME DEPOT I-5034061 Buckets, Sponges,LCRA Maint I-5973858 Sliding Windows for LCRA Kiosk	R R	2/28/2013 2/28/2013	17.39 430.75		014620 014620		448.14

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01404	MCT TRAILERS							
I-58094	Replace Plug, #34, Maint	R	2/28/2013	115.32		014621		
I-58164	Replace Plug, #43, Maint	R	2/28/2013	112.15		014621		227.47
02225	Musick, Peeler & Garrett LLP							
I-248623	File # 13477002, Jan Srvcs	R	2/28/2013	1,482.00		014622		1,482.00
00163	OFFICE DEPOT							
I-641075005001	Office Supplies	R	2/28/2013	172.49		014623		172.49
10039	OS SYSTEMS, INC.							
I-89459	Dry Suit Repair, Fisheries	R	2/28/2013	196.64		014624		196.64
01439	PRECISION POWER EQUIPMENT							
I-1875	Chain Saw Repair/Chain DM	R	2/28/2013	81.20		014625		81.20
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-5851	Gas Tank Inspection, LCRA	R	2/28/2013	210.00		014626		
I-5852	Gas Tank Inspection, Main Yard	R	2/28/2013	210.00		014626		420.00
00313	ROCK LONG'S AUTOMOTIVE							
I-7781	ABS Control Module, #27, LCRA	R	2/28/2013	924.50		014627		
I-7837	Regulator Kit, #13, Lab	R	2/28/2013	265.80		014627		1,190.30
02475	Rutan & Tucker, LLP							
I-656290	Acct#029518-0001 1/13	R	2/28/2013	12,129.77		014628		12,129.77
01109	SALVADOR LOERA TRANSPORTATION							
I-15073	Base for Robles	R	2/28/2013	525.00		014629		
I-15077	Base for Robles	R	2/28/2013	525.00		014629		1,050.00
00215	SOUTHERN CALIFORNIA EDISON							
I-022113	Acct#2237011044	R	2/28/2013	25.47		014630		
I-022213	Acct#2312811532	R	2/28/2013	56.20		014630		
I-022213A	Acct#2266156405	R	2/28/2013	183.56		014630		
I-022213B	Acct#2157697889	R	2/28/2013	764.81		014630		1,030.04
01644	STURDISTEEL COMPANY							
C-41785A	Accrue Use Tax	R	2/28/2013	23.25CR		014631		
D-41785A	Accrue Use Tax	R	2/28/2013	23.25		014631		
I-41785	Picnic Table Top Parts	R	2/28/2013	610.00		014631		610.00
02500	Surgery of San Buenaventura							
I-121812	DOS 12/18/12 Claim#03-01792	R	2/28/2013	1,109.02		014632		1,109.02

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
09775	VENTURA ORTHOPAEDIC & SPORTS							
I-091312	DOS 9/13/12 Claim#03-01792	R	2/28/2013	173.70		014633		173.70
00270	WELLS FARGO BANK							
I-020813	IT Network Training Package	R	3/04/2013	99.00		014634		
I-020813A	Analog Transmitter Pilot Plant	R	3/04/2013	412.00		014634		
I-020813B	Monthly Credit Card Charges	R	3/04/2013	1,211.54		014634		1,722.54
00592	AERO COMPRESSOR							
I-254714	Compressor Service Parts, Dam	R	3/06/2013	3,271.49		014635		3,271.49
00010	AIRGAS USA LLC							
I-9012777024	Welding Supplies for Pipelines	R	3/06/2013	382.17		014636		
I-9012993343	Acetylene for Welding,Pipeline	R	3/06/2013	166.51		014636		548.68
00011	ALERT COMMUNICATIONS							
I-130200847101	Call Center 3/13	R	3/06/2013	201.70		014637		201.70
00012	ALL-PHASE ELECTRIC SUPPLY CO.							
I-5665570512	Light Fixtures for LCRA	R	3/06/2013	3,276.22		014638		3,276.22
00029	AMERICAN TOWER CORP							
I-1410574	Tower Rent, Red Mtn, Rincon Pk	R	3/06/2013	1,551.56		014639		1,551.56
00417	APPLIED INDUSTRIAL TECHNOLOGY							
I-85995547	Elastomeric Couplings, TP	R	3/06/2013	356.41		014640		356.41
00014	AQUA-FLO SUPPLY							
I-416417	Coupling for Repair, Coyote	R	3/06/2013	236.94		014641		
I-420352	PVC Stock for LCRA Maint	R	3/06/2013	281.35		014641		
I-423096	PVC Parts for Fisheries	R	3/06/2013	20.15		014641		538.44
01703	ARNOLD LAROCHELLE MATTHEWS							
I-37105	Matter #5088008 1/13	R	3/06/2013	4,422.00		014642		
I-37106	Matter #5088001 1/13	R	3/06/2013	5,980.00		014642		
I-37107	Matter #5088009, 1/13	R	3/06/2013	24.00		014642		10,426.00
02179	Art Street Interactive							
I-92906	Res Software Maint & Hosting	R	3/06/2013	542.15		014643		542.15
01666	AT & T							
I-000004094102	Local, Regional, Long Distance	R	3/06/2013	764.40		014644		
Acct#C604513638777								
I-000004123138	T-1 Lines, Acct#C602222128777	R	3/06/2013	901.30		014644		1,665.70

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00020	AVENUE HARDWARE, INC							
I-49140A	Tax On Inv#49140	R	3/06/2013	0.71		014645		
I-50046	Hard Hat Band for Dist Maint	R	3/06/2013	6.29		014645		7.00
00030	B&R TOOL AND SUPPLY CO							
I-1258411000101	Drain Cleaning Cable for Maint	R	3/06/2013	188.66		014646		188.66
09798	BUENA TILE SUPPLY							
I-511252	Grout for I Showerhouse	R	3/06/2013	44.99		014647		44.99
00753	CABELA'S MKTG & BRAND MGT INC.							
C-025638190A	Accrue Use Tax	R	3/06/2013	9.44CR		014648		
D-025638190A	Accrue Use Tax	R	3/06/2013	9.44		014648		
I-025638190	Wading Boots for Fisheries	R	3/06/2013	140.93		014648		140.93
09983	CALIFORNIA URBAN WATER							
I-2013G137	2013 Membership Dues	R	3/06/2013	1,650.17		014649		1,650.17
00511	Centers for Family Health							
I-22420	Drug Test	R	3/06/2013	45.00		014650		45.00
00117	CERTEX USA, INC							
I-1070322300	Thimbles for Anchor Work, LCRA	R	3/06/2013	10.70		014651		10.70
00057	CLEAN SOURCE							
I-273540300	Janitorial Supplies	R	3/06/2013	2,803.78		014652		2,803.78
00059	COASTAL PIPCO							
I-S1757281001	Diaphragm Kit, Picnic #1	R	3/06/2013	223.83		014653		223.83
00295	COMMUNICATION SERVICES							
I-15564	Repair Cable TV Service LCRA	R	3/06/2013	622.52		014654		622.52
00061	COMPUWAVE							
I-SB02072928	Toner Cartridges for LCRA	R	3/06/2013	805.78		014655		
I-SB02072929	Toner Cartridge for Admin	R	3/06/2013	223.16		014655		1,028.94
01902	Conaway Ice Inc.							
I-149587	Dry Ice for Fisheries	R	3/06/2013	40.31		014656		40.31
00062	CONSOLIDATED ELECTRICAL							
I-9009672133	Pull Line-Pail for TP	R	3/06/2013	52.60		014657		
I-9009672978	Relays for Air Scour, TP	R	3/06/2013	43.62		014657		96.22

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01588	CONSULTING WEST ENGINEERS							
I-CMWD1302	Fairview PP Engineering Svcs	R	3/06/2013	4,880.00		014658		
I-CMWD1303	OVPP Elec Engineering Svcs	R	3/06/2013	1,240.00		014658		6,120.00
00182	DEWITT PETROLEUM							
I-0027847IN	Gas and Diesel for LCRA	R	3/06/2013	4,615.51		014659		4,615.51
00086	E.J. Harrison & Sons Inc							
I-28732	Acct#1C-00054230	R	3/06/2013	520.00		014660		520.00
02171	Engbretson Underwater Photogra							
I-2040	Usage Rights for Bass Photo	R	3/06/2013	50.00		014661		50.00
00095	FAMCON PIPE & SUPPLY							
I-147905	Hydrant for Tower Road Install	R	3/06/2013	89.23		014662		
I-147927	Stock Pipe Parts in Warehouse	R	3/06/2013	131.42		014662		
I-147936	Valves for Warehouse Stock	R	3/06/2013	903.00		014662		
I-148430	Fire Hydrants for Inventory	R	3/06/2013	3,063.75		014662		4,187.40
00093	FEDERAL EXPRESS							
I-219341003	Shipping for Management	R	3/06/2013	51.48		014663		51.48
00013	FERGUSON ENTERPRISES INC #1083							
I-0428829	Brass Parts for Warehouse	R	3/06/2013	1,179.47		014664		1,179.47
00099	FGL ENVIRONMENTAL							
I-300956A	Wet Chemistry-NO3	R	3/06/2013	43.00		014665		
I-301180A	Wet Chemistry-NO3	R	3/06/2013	43.00		014665		
I-301583A	Wet Chemistry-NO3	R	3/06/2013	43.00		014665		129.00
00101	FISHER SCIENTIFIC							
I-6252175	Thermometer Calibration, Lab	R	3/06/2013	176.62		014666		
I-6335064	Pipettes for Lab	R	3/06/2013	284.02		014666		
I-6594228	Thermometer Calibration, Lab	R	3/06/2013	106.68		014666		567.32
00104	FRED'S TIRE MAN							
I-64596	Tire Repair, Eq#267, Spray Rig	R	3/06/2013	25.00		014667		
I-64690	Flat Repair, Eq#277,Lawn Mower	R	3/06/2013	15.00		014667		40.00
00106	FRONTIER PAINT							
I-F174953	Paint for Play Structure	R	3/06/2013	166.31		014668		
I-F175659	Paint Supplies for Pipelines	R	3/06/2013	20.07		014668		186.38

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00485	FRUIT GROWERS SUPPLY COMPANY							
I-91195668	Jute Mesh Netting, Garden Res	R	3/06/2013	324.06		014669		324.06
00216	THE GAS COMPANY							
I-022813	Acct#18231433006	R	3/06/2013	58.33		014670		
I-022813A	Acct#00801443003	R	3/06/2013	1,222.04		014670		1,280.37
00115	GRAINGER, INC							
I-9068687905	Saw Blades for LCRA Maint	R	3/06/2013	43.86		014671		
I-9071448204	Conduit Hole Seals,Telemetry	R	3/06/2013	345.83		014671		
I-9072522866	Ear Plugs for Dist Maint	R	3/06/2013	39.18		014671		428.87
02217	Greg Rents							
I-11763	Propane for Forklift at LCRA	R	3/06/2013	87.19		014672		87.19
01052	HARBOR FREIGHT TOOLS USA, INC							
I-0317426	Tire Gage, Work Gloves, DM	R	3/06/2013	10.73		014673		10.73
01594	HIGHWAY TECHNOLOGIES, INC.							
I-65119256001	Delineators for LCRA Maint	R	3/06/2013	496.00		014674		496.00
00894	HOSE-MAN, INC.							
I-5188992000105	Hose for Forklift, Garage	R	3/06/2013	36.36		014675		36.36
00125	IDEXX DISTRIBUTION CORP							
I-266410591	Quanti-Trays for Lab	R	3/06/2013	200.81		014676		200.81
00126	CAROLE ILES							
I-Feb 13	Reimburse Mileage 2/13	R	3/06/2013	37.57		014677		37.57
00131	JCI JONES CHEMICALS, INC							
I-573721	Chlorine for TP, CM#573797	R	3/06/2013	1,770.00		014678		1,770.00
01022	KELLY CLEANING & SUPPLIES, INC							
I-74233399	Janitorial Services, LCRA	R	3/06/2013	280.00		014679		280.00
01270	SCOTT LEWIS							
I-Feb 13	Reimburse Expenses 2/13	R	3/06/2013	1,775.80		014680		1,775.80
00539	LOS ANGELES TIMES							
I-021713	3/4/13-8/18/13	R	3/06/2013	180.00		014681		180.00
00151	MEINERS OAKS ACE HARDWARE							
I-534074	Shovel, Broom, Fittings, PL	R	3/06/2013	61.96		014682		
I-535230	Shelving Supplies for WP	R	3/06/2013	43.69		014682		
I-537114	Bolts for Hydrant Conversion	R	3/06/2013	8.51		014682		
I-538488	Concrete for Reservoir	R	3/06/2013	56.28		014682		
I-538613	Concrete for Reservoir	R	3/06/2013	56.28		014682		

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 2/25/2013 THRU 3/06/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-538728	Wheelbarrow Handle for PL	R	3/06/2013	12.42		014682		
I-539309	Paint for Pipelines	R	3/06/2013	10.15		014682		
I-539479	Saw Blades for LCRA Maint	R	3/06/2013	61.62		014682		
I-539753	Broom for Pipelines	R	3/06/2013	19.55		014682		
I-539782	Measuring Tape for Pipelines	R	3/06/2013	16.04		014682		
I-540366	Touch Up Paint for Reservoir	R	3/06/2013	4.49		014682		
I-540398	Parts, Repair River Splash Pad	R	3/06/2013	60.38		014682		
I-540407	Supplies for Treatment Plant	R	3/06/2013	68.20		014682		
I-540536	Cleaning Supplies for LCRA	R	3/06/2013	20.20		014682		
I-540554	PVC for Repair in C Camp	R	3/06/2013	7.11		014682		
I-540655	Clamp for Fairview Pump Plant	R	3/06/2013	4.19		014682		
I-540667	Bolts for Fairview Pump Plant	R	3/06/2013	5.98		014682		
I-540733	Concrete for Fairview Res	R	3/06/2013	45.02		014682		
I-540736	Hand Pruner for Dist Maint	R	3/06/2013	25.12		014682		
I-540740	Moth Balls, Keys Made, DM	R	3/06/2013	6.82		014682		
I-540836	Parts, Repair River Splash Pad	R	3/06/2013	65.39		014682		659.40
01549	NALMS							
I-13SI081	Membership 4/1/13-3/31/14	R	3/06/2013	110.00		014684		110.00
00163	OFFICE DEPOT							
I-645065397001	Office Supplies	R	3/06/2013	98.59		014685		
I-646672669001	Office Supplies	R	3/06/2013	18.05		014685		
I-646672919001	Office Supplies	R	3/06/2013	59.98		014685		176.62
01570	Ojai Auto Supply LLC							
I-268467	Oil for Eq#36, Pipeline Truck	R	3/06/2013	12.87		014686		
I-268561	Wheel Nut #267, Spray Rig	R	3/06/2013	3.30		014686		
I-269522	Wiper Blades, Oil for PP	R	3/06/2013	41.45		014686		57.62
00912	OJAI BUSINESS CENTER, INC							
I-8247	Ship Fish Gill Samples	R	3/06/2013	165.00		014687		165.00
00165	OJAI LUMBER CO, INC							
I-1302607423	Repair Safety Barrier, Lazy Riv	R	3/06/2013	217.74		014688		
I-1302608190	Repair Safety Barrier, Lazy Riv	R	3/06/2013	122.73		014688		
I-1302608413	Lumber for Reservoir	R	3/06/2013	15.43		014688		355.90
00169	OJAI VALLEY SANITARY DISTRICT							
I-15306	Cust#99991 Sewer Service	R	3/06/2013	4,382.96		014689		
	9/1/12-10/31/12							
I-15307	Cust#99991 Sewer Service	R	3/06/2013	2,196.12		014689		6,579.08
	11/1/12-12/31/12							



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00734	ONESOURCE DISTRIBUTORS I-S3956378001 Permasleeve Wire Labels, E&M	R	3/06/2013	126.29		014690		126.29
01627	OSCAR'S TREE SERVICE I-10195 Mistletoe Removal at Waterpark	R	3/06/2013	1,000.00		014691		1,000.00
00170	OXNARD AUTO ELECTRIC COMPANY I-117686 Repair Weed Wacker, Pipeline I-117711 Weed Wackers, Chainsaws	R R	3/06/2013 3/06/2013	89.92 993.14		014692 014692		1,083.06
00178	PARADISE CHEVROLET I-CTCB497521 Repair Door, #29, LCRA Maint	R	3/06/2013	615.17		014693		615.17
01334	POWER MACHINERY CENTER I-E70050 Club Car Lease, Y13864	R	3/06/2013	604.07		014694		604.07
01439	PRECISION POWER EQUIPMENT I-1885 Helmet System for Dist Maint I-1890 Anti-Vibration Gloves, Dst Mnt	R R	3/06/2013 3/06/2013	69.86 35.46		014695 014695		105.32
02499	Providence Publications I-030513 Weekly Safety Publication	R	3/06/2013	395.00		014696		395.00
00313	ROCK LONG'S AUTOMOTIVE I-7961 Lube & Oil Change, #36, PL I-7969 Seat Levers for #28, #29 LCRA I-7976 Lube & Oil Change, #15, O&M CS	R R R	3/06/2013 3/06/2013 3/06/2013	115.78 18.23 227.29		014697 014697 014697		361.30
01107	SAWYER PETROLEUM I-S86691 Oil for Equip at LCRA	R	3/06/2013	183.46		014698		183.46
02003	Sostre & Associates I-2169 CMS Monthly Fee	R	3/06/2013	249.00		014699		249.00
00215	SOUTHERN CALIFORNIA EDISON I-022813 Acct#2210507034 I-030113 Acct#2210503702 I-030513 Acct#2210502480 I-030513A Acct#2210505426 I-030513B Acct#2237789169 I-030513C Acct#2269631768	R R R R R R	3/06/2013 3/06/2013 3/06/2013 3/06/2013 3/06/2013 3/06/2013	8,786.39 7,167.90 48,249.79 1,842.73 26.31 20.35		014700 014700 014700 014700 014700 014700		66,093.47
10100	SPECIALTY MARINE, INC I-1622 100 Hour Svc, Rogue Boat	R	3/06/2013	544.67		014701		544.67

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00048 I-030113	STATE OF CALIFORNIA State Water Plan Payment	R	3/06/2013	152,337.00		014702		152,337.00
00048 I-1304E53103	STATE OF CALIFORNIA 1988 CA Safe Drinking Wtr Bond	R	3/06/2013	152,533.74		014703		152,533.74
00050 I-L0978713984 10/1/12-12/31/12	STATE OF CALIFORNIA - EDD Reimbursable Benefit Charges	R	3/06/2013	10,306.00		014704		10,306.00
01964 I-SM2627	Surface Pump Inc. Rebuild Post-Chlor Sol Pump	R	3/06/2013	1,110.90		014705		1,110.90
00499 I-030513	Taft Electric Company SDWR Grant Improvements	R	3/06/2013	70,723.70		014706		70,723.70
01122 I-Feb 13	Suzi Taylor Grass Seed for LCRA Maint	R	3/06/2013	291.83		014707		291.83
01173 C-0121124INA D-0121124INA I-0121124IN	TOICO INDUSTRIES, INC. Accrue Use Tax Accrue Use Tax Camlocks for Unit#55	R R R	3/06/2013 3/06/2013 3/06/2013	3.00CR 3.00 55.20		014708 014708 014708		  55.20
02163 I-7754	Toro Enterprises, Inc. Senior Canyon Upgrade Project	R	3/06/2013	112,313.65		014709		112,313.65
02497 I-19766	Total Barricade Service, Inc. Eq Rentals for Traffic Control	R	3/06/2013	408.00		014710		408.00
01662 I-02563223 I-02563595	TYLER TECHNOLOGIES, INC. UB Online Monthly Fees SQL Server 2008 R2 Runtime	R R	3/06/2013 3/06/2013	153.00 3,570.00		014711 014711		 3,723.00
00225 I-220130093	UNDERGROUND SERVICE ALERT 118 New Ticket Charges	R	3/06/2013	177.00		014712		177.00
00825 I-882695 I-895263	USA BLUEBOOK Lab Testing Supplies Platform for Fairview #1	R R	3/06/2013 3/06/2013	58.59 858.05		014713 014713		 916.64
00243 I-10672	VALLEY EQUIPMENT 2 Cycle Oil for Dist Equip	R	3/06/2013	95.46		014714		95.46

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00246	VENTURA COUNTY AIR POLLUTION TP Standby Generator Permit	R	3/06/2013	535.00		014715		535.00
01291	VENTURA COUNTY STAR Acct#3008335 1 Year Renewal	R	3/06/2013	269.09		014716		269.09
00256	VENTURA RENTAL CENTER, INC. Cement for Repairs at Robles	R	3/06/2013	111.93		014717		
	I-1417613 Heavy Duty Gloves for Dist Mnt	R	3/06/2013	70.93		014717		182.86
00257	VENTURA RIVER COUNTY WATER Acct#0350100A	R	3/06/2013	14.70		014718		
	I-022813A Acct#0537500A	R	3/06/2013	44.78		014718		59.48
00258	VENTURA STEEL, INC Steel for Delineators, Maint	R	3/06/2013	51.60		014719		51.60
09955	VENTURA WHOLESALE ELECTRIC Exhaust Fan for Rec Office	R	3/06/2013	111.63		014720		111.63
00337	Westwood Equipment Air Filters,Air Scour Silencer	R	3/06/2013	319.31		014721		319.31
00274	JAMES WORD Reimburse Expenses 2/13	R	3/06/2013	115.79		014722		115.79
10048	WORLD WATERPARK ASSOCIATION Membership Dues	R	3/06/2013	365.00		014723		365.00
00489	STEVE WICKSTRUM Reimburse Mileage 2/13	R	3/06/2013	184.76		014724		184.76
00124	ICMA RETIREMENT TRUST - 457 457 CATCH UP	R	3/06/2013	634.61		014725		
	I-CUI201303050676 DEFERRED COMP FLAT	R	3/06/2013	2,580.76		014725		
	I-DCI201303050676 DEFERRED COMP PERCENT	R	3/06/2013	171.06		014725		3,386.43
01960	Moringa Community PAYROLL CONTRIBUTIONS	R	3/06/2013	16.75		014726		16.75
00985	NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP	R	3/06/2013	864.53		014727		
	I-CUN201303050676 DEFERRED COMP FLAT	R	3/06/2013	4,157.84		014727		5,022.37

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00180	S.E.I.U. - LOCAL 721							
	I-COP201303050676 SEIU 721 COPE	R	3/06/2013	9.50		014728		
	I-UND201303010675 UNION DUES	R	3/06/2013	17.25		014728		
	I-UND201303050676 UNION DUES	R	3/06/2013	593.25		014728		620.00
00230	UNITED WAY							
	I-UWY201303050676 PAYROLL CONTRIBUTIONS	R	3/06/2013	45.00		014729		45.00
1	MERZ, LOUIS							
	I-000201303060678 US REFUND	R	3/06/2013	60.00		014730		60.00
1	WORSDALE, THOMAS RYA							
	I-000201303060679 US REFUND	R	3/06/2013	60.00		014731		60.00
00128	INTERNAL REVENUE SERVICE							
	I-T1 201303010675 Federal Withholding	D	3/06/2013	2,243.87		030631		
	I-T1 201303050676 Federal Withholding	D	3/06/2013	21,789.85		030631		
	I-T1 201303060677 Federal Withholding	D	3/06/2013	266.05		030631		
	I-T3 201303010675 FICA Withholding	D	3/06/2013	1,229.12		030631		
	I-T3 201303050676 FICA Withholding	D	3/06/2013	22,366.26		030631		
	I-T3 201303060677 FICA Withholding	D	3/06/2013	213.92		030631		
	I-T4 201303010675 Medicare Withholding	D	3/06/2013	287.44		030631		
	I-T4 201303050676 Medicare Withholding	D	3/06/2013	5,230.74		030631		
	I-T4 201303060677 Medicare Withholding	D	3/06/2013	50.02		030631		53,677.27
00049	STATE OF CALIFORNIA							
	I-T2 201303010675 State Withholding	D	3/06/2013	851.75		030632		
	I-T2 201303050676 State Withholding	D	3/06/2013	7,325.70		030632		
	I-T2 201303060677 State Withholding	D	3/06/2013	99.95		030632		8,277.40
00187	CALPERS							
	I-PBB201303050676 PERS BUY BACK	D	3/06/2013	66.87		030633		
	I-PER201303010675 PERS EMPLOYEE PORTION	D	3/06/2013	209.27		030633		
	I-PER201303050676 PERS EMPLOYEE PORTION	D	3/06/2013	10,288.89		030633		
	I-PER201303060677 PERS EMPLOYEE PORTION	D	3/06/2013	116.49		030633		
	I-PRR201303010675 PERS EMPLOYER PORTION	D	3/06/2013	253.54		030633		
	I-PRR201303050676 PERS EMPLOYER PORTION	D	3/06/2013	12,444.00		030633		
	I-PRR201303060677 PERS EMPLOYER PORTION	D	3/06/2013	143.38		030633		23,522.44

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 2/25/2013 THRU 3/06/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
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\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	123	681,702.43	0.00	681,702.43
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	85,477.11	0.00	85,477.11
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00	
		VOID CREDITS	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	126	767,179.54	0.00	767,179.54
BANK: AP	TOTALS:		126	767,179.54	0.00	767,179.54
REPORT TOTALS:			127	767,179.54	0.00	767,179.54

**Casitas Municipal Water District**  
**Reimbursement Disclosure Report (1)**  
**Fiscal Year 2012/13**  
**July 1, 2012-February 28, 2013**

<u>Date paid</u>	<u>Board of Director/ Employee</u>	<u>Description</u>	<u>Amount Paid</u>
07/05/2012	Ken Grinnell	Advanced Water Treatment Class	\$ 130.00
07/05/2012	Brian Taylor	Meals & Water for Crew Working Villanova Break	\$ 108.02
07/13/2012	RJ Faddis	Premium Fuel for Rogue Boat 6/21/12	\$ 200.00
07/13/2012	RJ Faddis	Premium Fuel for Rogue Boat 6/29/12	\$ 151.88
07/13/2012	Scott Lewis	Lodging CMWD 6/3/12-6/10/12	\$ 500.67
07/13/2012	Scott Lewis	Car Rental CMWD 6/3/12-6/10/12	\$ 342.51
07/13/2012	Scott Lewis	Radio Telemetry Repair	\$ 610.00
08/09/2012	RJ Faddis	Premium Fuel for Rogue Boat 7/8/12	\$ 219.17
08/09/2012	RJ Faddis	Premium Fuel for Rogue Boat 7/15/12	\$ 258.78
08/09/2012	Scott Lewis	Airfare to CMWD 7/29/12-8/6/12	\$ 421.20
08/09/2012	Steve Wickstrum	Roundtrip Mileage Napa-CSDA 7/15-7/18	\$ 436.23
08/09/2012	Steve Wickstrum	Lodging Napa-CSDA 7/15-7/18	\$ 549.03
08/16/2012	John Parlee	TP Operation Class Registration and Manual	\$ 153.04
08/23/2012	Robert Vasquez	Safety Boots	\$ 170.00
08/29/2012	Ron Yost	Annual Possessory Tax	\$ 530.99
08/31/2012	Mike Shields	Picture Frames for Historic Dam Pictures	\$ 113.63
09/06/2012	Eric Behrendt	Safety Boots	\$ 170.00
09/20/2012	Willis Hand	T5 Renewal of Certification	\$ 105.00
09/20/2012	Scott Lewis	Lodging CMWD 7/29/12-8/6/12	\$ 880.80
09/20/2012	Scott Lewis	Car Rental CMWD 7/29/12-8/6/12	\$ 390.38
09/20/2012	Scott Lewis	Airfare to CMWD 9/8/12-9/14/12	\$ 341.20
10/01/2012	Robert Weinerth	Cash Advance for Travel 10/14/12-10/16/12	\$ 599.25
10/04/2012	Lisa Barbee	Cash Advance for Travel 10/22/12-10/24/12	\$ 818.98
10/04/2012	Scott MacDonald	Safety Boots	\$ 170.00
10/04/2012	Suzi Taylor	Lightsticks, Crayons for Kids at Ojai Days	\$ 100.50
10/04/2012	Suzi Taylor	Reuseable Grocery Bags for Ojai Days	\$ 449.08
10/09/2012	Susan McMahon	Personal Vehicle Mileage Conference 10/3-10/4	\$ 223.00
10/09/2012	Susan McMahon	Lodging CA Lake Mgmt Conference 10/3-10/4	\$ 190.60
10/09/2012	Luke Soholt	Safety Boots	\$ 170.00
10/09/2012	Suzi Taylor	Chapstick for Ojai Days	\$ 147.50
10/09/2012	Suzi Taylor	Chip Bag Clips for Ojai Days	\$ 253.65
10/11/2012	Scott Lewis	Lodging CMWD 9/8/12-9/14/12	\$ 550.91
10/11/2012	Scott Lewis	Car Rental CMWD 9/8/12-9/14/12	\$ 348.17
10/18/2012	Ken Grinnell	Gas Springs for Truck Bed #13	\$ 107.23
10/25/2012	Brian Taylor	Clipboard Storage Boxes	\$ 106.75
10/25/2012	Mike Werber	Safety Boots	\$ 106.19
11/16/2012	Scott Lewis	Airfare to CMWD 10/29/12-11/2/12	\$ 281.20
11/16/2012	Mike Shields	Safety Boots	\$ 139.95
12/05/2012	Carol Belser	Lifeguarding Instructor Course	\$ 105.00
12/05/2012	Suzi Taylor	Calendars, Planners for LCRA	\$ 198.95
12/05/2012	Ron Yost	Safety Boots	\$ 155.46
12/05/2012	Steve Wickstrum	PE License Renewal	\$ 115.00
12/12/2012	Scott Lewis	Lodging CMWD 10/29-11/2	\$ 337.40
12/12/2012	Scott Lewis	Car Rental CMWD 10/29-11/2	\$ 281.07
12/12/2012	Ronald Merckling	Lodging, Parking ACWA Conference 12/4-12/7	\$ 716.52
12/12/2012	Curtis Orozco	Safety Boots	\$ 170.00
12/20/2012	Carol Belser	Lodging DFG Meeting 12/12/12	\$ 111.38
12/20/2012	Bill Hicks	Lodging ACWA Conference 12/4-12/7	\$ 638.52
12/26/2012	Robert Monnier	Lodging, CDPH T5 Panel 12/16-12/18	\$ 207.64

**Casitas Municipal Water District  
 Reimbursement Disclosure Report (1)  
 Fiscal Year 2012/13  
 July 1, 2012-February 28, 2013**

01/03/2013	Robert Vasquez	Safety Boots	\$	170.00
01/03/2013	Luke Soholt	T3 Certification	\$	100.00
01/03/2013	Scott MacDonald	Water Treatment/Quality Courses	\$	302.00
01/10/2013	Scott Lewis	Airfare to CMWD 12/10/12-12/18/12	\$	311.20
01/10/2013	Scott Lewis	PIT Tag Station Batteries (Powerstride Battery)	\$	180.18
01/10/2013	Scott Lewis	Lodging CMWD 12/10-12/18	\$	692.34
01/10/2013	Scott Lewis	Car Rental CMWD 12/10-12/18	\$	493.31
01/10/2013	John Parlee	Safety Boots	\$	170.00
01/16/2013	Ken Grinnell	Water Distribution Course	\$	161.00
01/24/2013	Michael Gibson	Misc. Equip for Fisheries (Lowes)	\$	131.27
01/24/2013	Michael Gibson	2 Utility Boxes for PIT Tag Antenna	\$	278.33
02/06/2013	Steve Wickstrum	Personal Vehicle Mileage TMDL Meeting 1/14/13	\$	102.83
02/13/2013	Scott Lewis	Airfare to CMWD 1/12-1/21	\$	281.60
02/13/2013	Scott Lewis	Sampling Tubes for Fisheries	\$	221.23
02/13/2013	Scott Lewis	Ship Sampling Solution for Fisheries	\$	155.30
02/13/2013	Scott Lewis	Lodging CMWD 1/12-1/25	\$	1,069.89
02/13/2013	Scott Lewis	Car Rental CMWD 1/12-1/25	\$	541.04
02/13/2013	Scott Lewis	Change Fee-Departing on 1/25	\$	255.00
02/13/2013	Scott Lewis	Airfare CMWD 2/3-2/9	\$	265.50
02/21/2013	Gerardo Herrera	Safety Boots	\$	166.63
02/21/2013	Mark Passamani	Lodging Safety Seminar 2/6-2/7	\$	168.00
02/28/2013	Joel Cox	Safety Boots	\$	123.63

Note:

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

CASITAS MUNICIPAL WATER DISTRICT  
Inter-Office Memorandum

DATE: March 5, 2013  
TO: Board of Directors  
FROM: General Manager, Steve Wickstrum  
Re: Executive Committee Meeting of March 5, 2013

**RECOMMENDATION:**

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

**MEETING:**

1. **Roll Call.** Directors Jim Word and Bill Hicks  
General Manager Steve Wickstrum
2. **Public Comments.** None.
3. **Board/Manager comments.**  
The General Manager and Director Word commented on their observations from the City of Ventura Council meeting of March 4, 2013, regarding the presentation of the Draft 2013 Comprehensive Water Resources Report and the 2013 General Plan Update.  
  
Director Word provided the General Manager with CSDA e-News article concerning CalPERS developing new investment policies to reduce exposure to market volatility. CSDA will be providing more information as final details are provided from CalPERS.
4. **Sponsorship consideration for the Ojai Valley Chamber of Commerce Garden Tour.**  
The District recently received a request for a sponsorship for the 2013 Ojai Garden Tour. This is an annual event by the Ojai Valley Chamber of Commerce that features many of the local landscapes at homes in the Ojai Valley. Many of the featured landscapes are consistent with the water conservation measures supported by the District. The one-day event is attended by the public and the sponsorship provides a positive opportunity for a public relations extension by the District. The Committee felt that this sponsorship should be considered by the Board of Directors.
5. **Status of AB 145 (Perea).**  
The General Manager reported that the Association of California Water Agencies (ACWA) is opposing, unless amended, the bill's recommendation to move the State's Drinking Water Program from the California Department of Public Health to the State Water Resources Control Board. The District has also opined in a similar manner.



6. **Update on State Water Contract.**

The General Manager reported on activities of the State Water Contractors concerning proposals for establishing a multi-year market pool, contract extension discussions, and current status of water allocations for 2013.

The multi-year market pool could provide State Water sellers (such as Casitas and City of Ventura) a different mechanism for selling their available allocation of State Water in a two-year contract at a market price. This concept is being reviewed by the State Water Contractors and the Department of Water Resources, and may be applicable in 2013.

The Department of Water Resources is beginning to discuss contract extensions that could resolve some of the bonding issues that may occur during the remaining term of the State Water Contract. More information will be forthcoming from the Department of Water Resources.

7. **Request of Arroyo Mobile Home Park for Leak Relief.**

The General Manager presented a request for leak relief to the Committee in an effort to move this request to the Board meeting of March 12, 2013. The customer has provided all of the required information for consideration of leak relief and staff recommends leak relief be granted. The amount of leak relief is in excess of \$500, therefore the Committee is moving this request to the Board of Directors.

8. **CSDA Board of directors Call for nominations**

The California Special District Association is calling for Board of Director nominations. This item is to be moved to the Casitas Board for further consideration.

CASITAS MUNICIPAL WATER DISTRICT  
Inter-Office Memorandum

DATE: March 5, 2013  
TO: Board of Directors  
FROM: General Manager, Steve Wickstrum  
Re: Request for Leak Relief – Arroyo Mobile Home Park

**RECOMMENDATION:**

It is recommended that the Board of Directors consider and approve the request for leak relief in the amount of \$1,463.84.

**BACKGROUND AND OVERVIEW:**

On November 26, 2012, the manager at the Arroyo Mobile Home Park discovered a leaking water main in the Park and immediately acted to repair the leak. The District office was contacted in early December 2012 to inquire about the District's leak relief program and adjustment to the water bill. The information was immediately provided to the Park's representative, but due to other issues of the representative, the request for leak relief was made on February 25, 2013.

In review of the account notes for this account there has been no request for leak relief within the past five years and the water usage for November-December 2012 is unusually high in comparison to historical water usage. In accordance with Section 11.1.3 of the Rates and Regulation for Water Service, the customer has provided documentation that the leak has been repaired. Based on the District's calculation and equal sharing of the leak relief quantity (50/50), an adjustment of \$1,463.84 is recommended by staff.

To move this request forward as soon as possible, this item was discussed at the Executive Committee meeting of March 5, 2013. The threshold for bringing a leak relief request to the Board of Directors is \$500; therefore this item will be presented to the Board of Directors at the earliest time.

If you have any questions, please discuss each question with me.

REC'D FEB 25 2013

February 25, 2013

To: Casitas Municipal Water District

I am writing to you at this time to request relief from a water leak that happened in our mobile home park in late 2012. The leak was discovered on Monday Nov. 26<sup>th</sup>, after the Thanksgiving holiday, by our Park Manager, Susan Salazar. She immediately called for repair, and had the maintenance people dig up the ground to locate the source of the leak.

We hired West Coast Pipeline to repair the leak; the cost of the repair was \$1,200.00.

I had previously spoken with Shelby at Casitas water, and she informed me of what I needed to do to put in a request for a leak adjustment. At that time, I had surgery on my right hand, was in a cast and unable to write a request letter. I did bring her the copy of the repair bills and photos of the leak and repair.

I would appreciate your consideration and help with this request, as it is a financial burden to my 84 year old mother, the owner of the park. Because the park is a master metered park, the residents in the park only pay a flat fee for water each month, with the balance of the bill paid by the park owner.

Thank you, and if you need any other information, please let me know.

Cindi Ellis  
Arroyo Mobile Home Park  
9097 N. Ventura Ave.  
Ventura, CA 93001  
805-937-3884 home  
805-598-3728 cell

# INVOICE

**WEST COAST PIPELINE SPECIALISTS**

18355 BUENA VISTA AVENUE  
 YORBA LINDA, CA 92886-4919  
 Phone (714) 779-7375 Fax (714) 779-0618

*Pd 12/10/12*  
*\$1200.00*  
*Check # 1420*

DATE	INVOICE #
12/5/2012	1017944

BILL TO:
Arroyo Mobile Home Park Cindi Ellis P.O. Box 2165 Santa Maria, CA 93457-2165

JOB:
Arroyo MHP

PROJECT:

TERMS	DUE DATE
Net 30	1/4/2013

JOB DATE	JOB TYPE	UNITS	DESCRIPTION	RATE	AMOUNT
11/28/12	Utilities		Repair 4" a/c water main by office, labor and travel.	800.00	800.00
11/28/12	Reimb-Supply		Materials	400.00	400.00

Thank you for your business.

<b>TOTAL</b>	<b>\$1,200.00</b>
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CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM

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**TO:** BOARD OF DIRECTORS  
**FROM:** CINNAMON MCINTOSH, WATER CONSERVATION SPECIALIST  
**SUBJECT:** SPONSORSHIP OF THE OJAI VALLEY CHAMBER OF COMMERCE'S ANNUAL GARDEN TOUR  
**DATE:** MARCH 5, 2013

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**RECOMMENDATION:**

It is recommended that the Board of Directors support sponsorship of the Ojai Valley Chamber of Commerce's Annual Garden Tour in the amount of \$250.00.

**BACKGROUND AND DISCUSSION:**

The \$250.00 sponsorship would provide the District the following:

- Four free tickets to the Garden Tour
- Prominent mention in the print display ads
- Listing in the Tour Brochure with logo
- Promotional material displayed at garden sites
- Business mention in all press releases

Typically, according to Scott Eicher at the Ojai Valley Chamber of Commerce, the number of Tour participants is close to 300 people each year. Additionally, the Tour is advertised in four installments in the Ojai Valley News and covered by the Ventura County Star's Garden Tour showcase. Tour gardens are selected according to several criteria: unique planting, problem-solving plantings and techniques, and sustainable gardening practices (including drip irrigation, drought-tolerant selections, graywater use, and rainwater catchment).

Sponsoring the Garden Tour would provide powerful outreach opportunities for Casitas Municipal Water District's Conservation and Public Information Department. Irrigation inefficiency typically accounts for the largest percentage of residential water waste. The opportunity to promote beautiful gardens that are efficiently irrigated would reinforce the District's dedication to attractive, water-conscious landscapes. The District logo would be prominently displayed throughout the event which will reaffirm the District's dedication to our larger direct service and wholesale distribution area. A small tagline could be added to the logo display to actively promote our free water survey program. This program promotion would assist the District in meeting its California Urban Water Conservation Council's Best Management Practices in two ways. First, it would assist in meeting the wholesale supplier outreach component. Second, it would draw interest in our landscape programs from a targeted landscape-focused audience with the ultimate expectation that participation in the District programs could increase.

Board - 2/21/13



**California Special  
Districts Association**  
*Districts Stronger Together*

**DATE:** February 22, 2013  
**TO:** CSDA Voting Member Presidents and General Managers  
**FROM:** CSDA Elections and Bylaws Committee  
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT B**

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 2014 - 2016 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 defined by that district's Board of Directors), for election to the CSDA Board of

Directors. **A copy of the member district's resolution or minute action must accompany the nomination. The deadline for receiving nominations is May 24, 2013.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 7<sup>th</sup>. The ballots must be received by CSDA no later than 5:00 p.m. August 2, 2013 and must be the original ballot (no faxes or e-mails). The successful candidates will be notified no later than August 6<sup>th</sup>. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in September.

### **Expiring Terms**

(See enclosed map for regional breakdown)

<b>Region 1</b>	Seat B	Greg Orsini, McKinleyville Community Services District*
<b>Region 2</b>	Seat B	Ginger Root, Tuxedo Country-Club Rural Fire Protection*
<b>Region 3</b>	Seat B	Sherry Sterrett, Pleasant Hill Recreation and Park District*
<b>Region 4</b>	Seat B	Tim Ruiz, East Niles Community Services District*
<b>Region 5</b>	Seat B	Kathy Tiegs, Cucamonga Valley Water District*
<b>Region 6</b>	Seat B	Bill Nelson, Orange County Cemetery District*

(\* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or [charlottel@csgda.net](mailto:charlottel@csgda.net).





**California Special  
Districts Association**  
*Districts Stronger Together*

## 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): \_\_\_\_\_

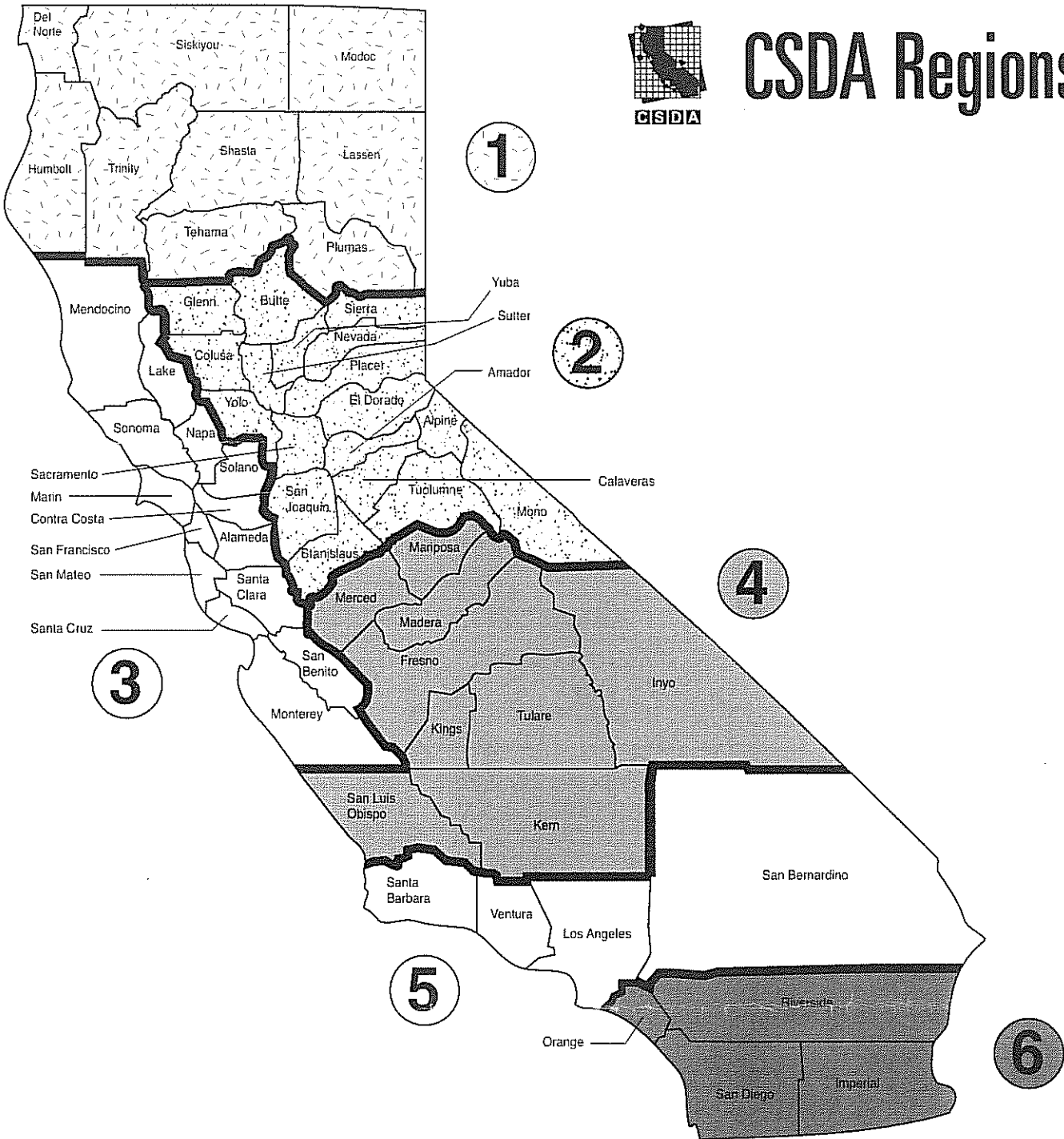
Return this **form and a Board resolution/minute action** supporting  
the candidate by fax or mail to:

CSDA  
Attn: Charlotte Lowe  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732      (916) 442-7889 fax

***DEADLINE FOR RECEIVING NOMINATIONS – May 24, 2013***



# CSDA Regions



## 2013 Board of Directors by Region

### Region 1

David Edwards, *East Quincy Services District*  
Greg Orsini, *McKinleyville CSD*  
Phil Schoefer, *Western Shasta RCD*

### Region 2

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

### Region 3

Vincent Ferrante, *Moss Landing Harbor District*  
Sherry Sterrett, *Pleasant Hill RPD*  
Stanley Caldwell, *Mt. View Sanitary District*

### Region 4

Steven Esselman, *North of the River MWD*  
Tim Ruiz, *East Niles CSD*  
Steve Perez, *Rosamond CSD*

### Region 5

Elaine Freeman, *Rancho Simi RPD*  
Kathy Tiegs, *Cucamonga Valley Water District*  
Jim Acosta, *Saticoy Sanitary District*

### Region 6

Jo MacKenzie, *Vista Irrigation District*  
Bill Nelson, *Orange County Cemetery District*  
Elaine Sullivan, *Leucadia Wastewater District*

**Casitas Municipal Water District**  
**Monthly Cost Analysis - Robles, Fisheries, Fish Passage**



2012/2013

03/05/2013

	<b>Marzula &amp; Marzula</b> <i>11-5-21-5049-12</i>	<b>Operation of Robles</b> <i>11-5-??-????-14</i>	<b>Fisheries</b> <i>11-5-28-50??-??</i>	<b>Project Name</b> <b>Fish Passage</b>	<b>Cost of the Fish Passage</b>
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	216,797.47	124,874.54	342,756.94		0.00
2010/2011	169,932.80	148,506.23	373,535.60		0.00
2011/2012	5,976.46	84,305.75	363,608.72		0.00
<b>Expenditures</b>					
July	359.95	3,511.66	24,786.58		
August	1,471.91	11,911.25	36,960.55		
September	5,357.14	14,563.70	34,674.45		
October	20.45	8,990.56	27,173.88		
November	23.00	8,966.10	33,164.65		
December	0.00	18,421.56	38,945.14		
January	0.00	8,965.37	33,187.44		
February	0.00	3,738.35	33,026.44		
March				<b>Less: Grants</b>	
April				CA Coastal Conservancy	-1,750,000.00
May				CA Dept of Fish & Game	-1,500,000.00
June				CA Dept of Fish & Game	-1,000,000.00
				Pacific States Marine	-8,988.86
				(Timber Debris Fence)	
				Pacific States Marine	-18,980.00
				(Vaki Shroud)	
<b>Total Cost YTD</b>	<b>7,232.45</b>	<b>79,068.55</b>	<b>261,919.13</b>	<b>Total Cost TD</b>	<b>8,194,678.10</b>
				<b>Less: Grant Funding</b>	<b>-4,277,968.86</b>
<b>Total Project Cost</b>	<b>890,939.31</b>	<b>1,327,166.12</b>	<b>2,249,453.78</b>	<b>Total Project Cost</b>	<b>3,916,709.24</b>
<b>Total: Operation of Robles, Fisheries and Fish Passage</b>					<b>7,493,329.14</b>

**Casitas Municipal Water District**  
**Monthly Cost Analysis - Ojai Flow**  
**2012/2013**



03/05/2013

	<u>Services &amp; Suplies</u>	<u>Legal Fees</u>	<u>Labor Expense</u>	<u>Other Services</u>	<u>Total Expenses</u>
<b>2010/2011</b>	<b><i>0.00</i></b>	<b><i>42,560.00</i></b>	<b><i>9,100.66</i></b>	<b><i>0.00</i></b>	<b><i>51,660.66</i></b>
July	0.00	0.00	479.45	0.00	479.45
August	0.00	5,094.00	1,338.47	0.00	6,432.47
September	0.00	14,781.79	9,280.45	0.00	24,062.24
October	0.00	4,388.00	2,921.48	0.00	7,309.48
November	0.00	11,214.53	2,491.81	0.00	13,706.34
December	0.00	22,974.19	0.00	0.00	22,974.19
January	0.00	17,774.41	2,643.65	0.00	20,418.06
Feburary	281.82	4,422.00	1,332.35	0.00	6,036.17
March					0.00
April					0.00
May					0.00
June					0.00
<b>Total Cost YTD</b>	<b><u>281.82</u></b>	<b><u>80,648.92</u></b>	<b><u>20,487.66</u></b>	<b>Total Cost YTD</b>	<b><u>101,418.40</u></b>
<b>Total Project Cost</b>	<b><u>281.82</u></b>	<b><u>123,208.92</u></b>	<b><u>29,588.32</u></b>	<b>Total: Ojai Flow</b>	<b><u>153,079.06</u></b>

February 22, 2013

To: Neil Cole  
Principal Engineer  
Casitas Municipal Water District  
1055 N. Ventura Ave,  
Oak View, CA 93022

Re: Installation of New 1" Meter  
3852 Pacific Coast Hwy.  
Ventura, CA 93001

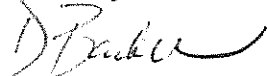
Dear Mr. Cole,

I wanted to take this opportunity to thank Casitas Municipal Water District and specifically Brian Taylor and his crew for installing the 1 inch meter on my property earlier this month. Brian and his crew raised the meter up for myself and my neighbor as well as installed the new meter in a very timely and professional manner.

Timing was crucial for this project because my neighbor had to have a driveway poured the next day. Brian's quick response allowed the entire project to stay on schedule and be completed as needed.

I am also impressed with Brian and his crew's professionalism. They did a wonderful job and left everything clean; actually better than they found it. They are all great people to work with.

Sincerely,



Don Barker  
3852 Pacific Coast Hwy.  
Ventura, CA 93001

805/340-7556

**CASITAS MUNICIPAL WATER DISTRICT  
TREASURER'S MONTHLY REPORT OF INVESTMENTS  
03/06/13**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Federal Home Loan Bank	313379EE5	06/14/19	\$1,390,771	\$1,387,274	1.625%	10/03/12	10.95%	2258
*TB	Federal Home Loan Bank	3133XFKF2	06/11/21	\$740,199	\$726,790	5.625%	01/16/13	5.74%	2975
*TB	Federal Home Loan Bank	3133XSP930	12/13/13	\$709,917	\$715,848	3.125%	07/01/10	5.65%	277
*TB	Federal Home Loan Bank	3133XWNB10	06/12/15	\$713,916	\$739,781	2.875%	07/01/10	5.84%	816
*TB	Federal Home Loan Bank	3134A4VG60	11/17/15	\$752,840	\$781,760	4.750%	07/19/10	6.17%	971
*TB	Federal Home Loan MTG Corp	3135G0ES80	11/15/16	\$693,896	\$703,620	1.375%	03/12/12	5.56%	1329
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/17	\$1,170,186	\$1,197,590	5.125%	01/03/12	9.46%	1691
*TB	Federal Home Loan MTG Corp	3137EABS70	09/27/13	\$711,651	\$715,540	4.125%	07/01/10	5.65%	201
*TB	Federal Home Loan MTG Corp	3137EACD90	07/28/14	\$713,936	\$726,509	3.000%	07/01/10	5.74%	502
*TB	Federal Home Loan MTG Corp	3137EADB2	01/13/22	\$210,324	\$208,088	2.375%	02/11/13	1.64%	3187
*TB	Federal Natl MTG Assn	31398AYY20	09/16/14	\$714,509	\$730,002	3.000%	07/01/10	5.76%	41296
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/18	\$1,111,380	\$1,250,603	1.375%	07/06/10	9.88%	1929
*TB	US Treasury Notes	912828JW10	12/31/13	\$702,226	\$707,630	1.500%	07/01/10	5.59%	295
*TB	US Treasury Notes	912828LZ10	11/30/14	\$707,271	\$723,107	2.125%	07/01/10	5.71%	624
*TB	US Treasury Inflation Index NTS	912828MF40	01/15/20	\$1,096,614	\$1,265,264	1.375%	07/01/10	9.99%	2469
Accrued Interest					\$84,315				
<b>Total in Gov't Sec. (11-00-1055-00&amp;1065)</b>				<b>\$12,139,634</b>	<b>\$12,663,720</b>			<b>85.40%</b>	
<b>Total Certificates of Deposit: (11.13506)</b>				<b>\$0</b>	<b>\$0</b>			<b>0.00%</b>	
**	<b>LAIF as of: (11-00-1050-00)</b>		N/A	<b>\$444</b>	<b>\$444</b>	0.35%	Estimated	<b>0.00%</b>	
***	<b>COVI as of: (11-00-1060-00)</b>		N/A	<b>\$2,164,574</b>	<b>\$2,164,574</b>	0.65%	Estimated	<b>14.60%</b>	
<b>TOTAL FUNDS INVESTED</b>				<b>\$14,304,652</b>	<b>\$14,828,738</b>			<b>100.00%</b>	
Total Funds Invested last report				\$14,533,840	\$14,780,067				
Total Funds Invested 1 Yr. Ago				\$14,337,204	\$14,878,304				
****	<b>CASH IN BANK (11-00-1000-00) EST.</b>			<b>\$4,457,778</b>	<b>\$4,457,778</b>				
	<b>CASH IN Western Asset Money Market</b>			<b>\$9</b>	<b>\$9</b>	0.010%			
	<b>CASH IN PIMMA Money Market</b>			<b>\$0</b>	<b>\$0</b>	0.000%			
<b>TOTAL CASH &amp; INVESTMENTS</b>				<b>\$18,762,440</b>	<b>\$19,286,526</b>				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$17,450,730	\$17,991,830				

- \*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 (j) 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.