

# Board Meeting Agenda

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

Pete Kaiser, Director  
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT  
January 23, 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 January 9, 2013 Board Meeting.  

RECOMMENDED ACTION: Adopt Consent Agenda
5. Bills
6. Resolution approving the application for grant funds from the Recreational Trails Program for bike trail improvements.  

RECOMMENDED ACTION: Adopt Resolution
7. Resolution awarding a contract for the Lake Casitas Recreation Area Road Maintenance Specification 12-358 to United Paving Co. in the amount of \$132,454.

RECOMMENDED ACTION: Adopt Resolution

8. Resolution awarding a contract for the Campground B Electrical Upgrades Specification No. 12-359 to Native Electrical Construction, Inc. in the amount of \$150,000.

RECOMMENDED ACTION: Adopt Resolution

9. Resolution approving and adopting the Ventura County Hazard Mitigation Plan.

RECOMMENDED ACTION: Adopt Resolution

10. Resolution authorizing access to state, local and federal level summary criminal history information for employment, licensing and certification purposes utilizing the Livescan fingerprinting process.

RECOMMENDED ACTION: Adopt Resolution

11. Information Items:

- a. Investment Report.

12. Closed Session

- a. (Govt. Code Sec. 54956.9 (c))  
Conference with Legal Counsel – Anticipated Litigation (One case).

14. 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  
January 9, 2013

A meeting of the Board of Directors was held January 9, 2013 at Casitas' Office, Oak View, California. Directors Baggerly, Word, Hicks, Bergen and Kaiser were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were two staff members and seven members of the public in attendance. President Baggerly led the group in the flag salute.

1. Public Comments

Michael Shapiro spoke stating I am a citizen and I am not part of the management or infrastructure of the FLOW organization but I do support them. Lately in the press there have been articles about the California Alliance to Protect Property Rights. I am reminded when we had thought we had won an administrative process in a previous waste management issue and then there appeared the Citizens for Waste Management Solutions. Eventually we were able to connect the nexus between the two. We have been down that road before. The fact the other side is saying that FLOW is a part of this other group that is organizing together is nonsense. That is typical of their arguments and adds to the weight of what we are dealing with here. Dishonesty on the other side speaks volumes. Robert Sprowls petitioned legally to sell 10,095 shares. This is his right. I commend Golden State as a corporation for running a good ship. They increased dividends 7.7%. They state they are well positioned for future growth. We are dealing with a for profit company that cannot give us the best rate bargain for the buck. I hope you keep that in perspective.

Pat McPherson spoke as the head of the Ojai FLOW organization. It is not me or any one of us. It is all the people that submitted the petitions to ask you to work on our behalf. I am a Co-founder of a business in Carpinteria. I have sympathy for business and their objectives. I am here to talk about the challenges we have from a marketing point of view. All we ask you to do is to allow us and the people to vote on it. We are ready. We have a news page where we post all news that pertains to this subject. Any rate payer can go to that. There is a reference page on that site. I passed out the City of Ojai franchise agreement. It is good for people to do research. We also have a rebuttal page where we post claims made by Golden State or one of their friends and we go through the claims point by point. We write letters to the papers. Ojai FLOW has a subscribed email list of 600 people. Most are residents here and most are rate payers. You want to know what our ability to get the vote is. We can inform them overnight and is part of the marketing campaign. We are on Facebook and twitter. Door hangers have been passed out. This was done in English and Spanish and passed out by athletes of Nordhoff High School. Ojai FLOW has addressed several issues by Golden State and their friends. The California Alliance to Protect Property Rights and River City Communication in Sacramento is leading their efforts. City of Claremont is saying the two are related. This is the same group that sent mailers to all of us in Ojai and had a full

page ad and has developed a web page. We see these people don't want you to put this before the voters. They want a monopoly. This group is suggesting they not abide by section 8 of Ojai city franchise agreement. The right to do eminent domain is part of that agreement. That is not in the spirit of anything that you would consider to be legitimate. I am asking our representative from Golden State to state that eminent domain is part of the agreement which Golden State is operating under in the agreement.

K.K. Holland of Senator Hannah-Beth Jackson's office provided a letter to all board members from Senator Jackson. The letter communicates her desire to see this as an issue that voters may want to weigh in on. She would like to emphasize she supports a democratic ability for the people to vote on this issue.

2. General Manager comments.

Mr. Wickstrum reported on the field trip in December. The tank farm at upper Ojai is operational and working fine. We hope to have the reservoir painting begin in a couple of weeks.

Mr. Wickstrum provided the board with letters that were received from the California Alliance to Protect Property Rights and the letter from Senator Jackson.

3. Board of Director comments.

Director Kaiser reported that the bait shop is almost at completion and it is looking sharp.

Director Word asked if we have received anything back from Michael Jackson. Mr. Wickstrum stated not yet. We are in the process of the comprehensive review of Casitas dam. They gave me an indication a couple of weeks ago on doing the repairs on the erosion area themselves. Director Word then asked about the noise issue. Mr. Wickstrum informed the board that a sound professional will be doing a study in a few weeks.

4. Board, Committee, and Meeting Approvals

a. Election of Board Officers

The Board Officers for 2013 are as follows:

President	Jim Word
Vice President	Bill Hicks
Secretary	Mary Bergen
Asst. Secretary	Pete Kaiser

On the motion of Director Kaiser, seconded by Director Bergen and passed, the officers were approved.

- b. Discussion and approval of meetings that will be considered authorized meetings for the Board.
- c. Selection of Board Committee assignments and dates of meetings.

The Board reviewed the meetings and selected the following committee assignments:

Executive	Jim Word, Bill Hicks	1 <sup>st</sup> Tuesday at 9:30 a.m.
Personnel	Jim Word, Russ Baggerly	2 <sup>nd</sup> Tuesday at 4:30 p.m.
Water Resources	Russ Baggerly, Mary Bergen	3 <sup>rd</sup> Monday at 3:00 p.m.
Recreation	Bill Hicks, Pete Kaiser	1 <sup>st</sup> Monday at 9:30 a.m.
Finance	Mary Bergen, Pete Kaiser	3 <sup>rd</sup> Friday at 9:30 a.m.

On the motion of Director Bergen, seconded by Director Kaiser and passed, the authorized meetings and committee assignments were approved.

5. Consent Agenda APPROVED

- a. Minutes of the December 12, 2012 Board Meeting.
- b. Minutes of the December 19, 2012 Board Meeting.

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

6. Bills APPROVED

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

7. Resolution approving memberships for 2013. ADOPTED

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

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

Resolution is numbered 13-01.

8. Resolution awarding a contract to Taft Electric Company of Ventura in the amount of \$130,600 for the SDWR Grant Improvement Project – Instrumentation, Specification 12-360. ADOPTED

George Galgas questioned the project and items that were eliminated, including the block that was to be installed. Mr. Wickstrum explained the estimates were high for that portion of the work and it was determined not to be prudent so it was eliminated.

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

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

Resolution is numbered 13-02.

9. Discussion regarding the TMDL pumping and diversion impairments.

Mr. Wickstrum explained that public comments will be on January 22<sup>nd</sup> and they will make a decision by mid-March. A draft letter has been written which will be modified and sent. No action is needed from the Board.

10. Information Items:

- a. Monthly Cost Analysis for operation of Robles, fisheries and fish passage.
- b. Monthly Cost Analysis for Ojai FLOW.
- c. Lake Casitas Recreation Area Report for November, 2012.
- d. Letter from Ventura Local Agency Formation Commission.
- e. Investment Report.

President Word moved the meeting to closed session at 3:54 p.m.

11. Closed Session

- a. (Govt. Code Sec. 54956.9 (c))  
Conference with Legal Counsel – Anticipated Litigation (One case).

President Word moved the meeting back to open session at 5:14 p.m.

Mr. Mathews stated the Board took a vote to set a special meeting at a place and date to be determined as the Clerk of the Board is able to secure a location for the board to consider adopting the goals and policies for the issuance of land-secured financing, an inducement resolution and a resolution of intent to form a capital facilities district.

On the motion of Director Baggerly, seconded by Director Kaiser and passed, a special meeting will be scheduled.

12. Adjournment

President Word adjourned the meeting at 5:16 p.m.

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Mary Bergen, Secretary

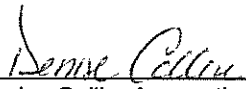
# A/P Fund

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

000381	A/P Checks:	014235-014330
	A/P Draft to P.E.R.S.	011033
	A/P Draft to State of CA	011032
	A/P Draft to I.R.S.	011031
	Void:	014291-014292, 014305

000382	A/P Checks:	014331-014374
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Void:	014363-014364

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

 1/17/13  
Denise Collin, Accounting Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

**CASITAS MUNICIPAL WATER DISTRICT**  
**Payable Fund Check Authorization**  
**Checks Dated 1/10/13-1/16/13**  
**Presented to the Board of Directors For Approval January 23, 2013**

Check	Payee			Description	Amount
000381	Payables Fund Account	#	9759651478	Accounts Payable Batch 011013	\$263,446.44
000382	Payables Fund Account	#	9759651478	Accounts Payable Batch 011613	\$40,145.60
					\$303,592.04
000383	Payroll Fund Account	#	9469730919	Estimated Payroll 2/7/13	\$130,000.00
					\$130,000.00
				Total	\$433,592.04

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, 000381-000383 have been duly audited is hereby certified as correct.

*Denise Collin* 1/17/13  
 \_\_\_\_\_  
 Denise Collin, Accounting Manager

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Signature



CERTIFICATION

Payroll disbursements for the pay period ending 01/05/13  
Pay Date of 01/10/13  
have been duly audited and are  
hereby certified as correct.

Signed: Denise Collin 1/8/13  
Denise Collin

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

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

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

1/17/2013 8:50 AM  
 VENDOR SET: 01 Casitas Municipal Water D  
 BANK: \* ALL BANKS  
 DATE RANGE: 1/04/2013 THRU 1/16/2013

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	1/10/2013		014291		
	C-CHECK	VOID CHECK	V	1/10/2013		014292		
	C-CHECK	VOID CHECK	V	1/10/2013		014305		
	C-CHECK	VOID CHECK	V	1/16/2013		014363		
	C-CHECK	VOID CHECK	V	1/16/2013		014364		

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

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	5	VOID DEBITS 0.00		
		VOID CREDITS 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
00128	INTERNAL REVENUE SERVICE							
I-T1 201301080659	Federal Withholding	D	1/10/2013	21,604.47		011031		
I-T3 201301080659	FICA Withholding	D	1/10/2013	21,604.18		011031		
I-T4 201301080659	Medicare Withholding	D	1/10/2013	5,052.50		011031		48,261.15
00049	STATE OF CALIFORNIA							
I-T2 201301080659	State Withholding	D	1/10/2013	7,474.18		011032		7,474.18
00187	CALPERS							
I-PBB201301080659	PERS BUY BACK	D	1/10/2013	66.87		011033		
I-PER201301080659	PERS EMPLOYEE PORTION	D	1/10/2013	10,343.57		011033		
I-PRR201301080659	PERS EMPLOYER PORTION	D	1/10/2013	12,508.92		011033		22,919.36
00124	ICMA RETIREMENT TRUST - 457							
I-CUI201301080659	457 CATCH UP	R	1/10/2013	634.61		014235		
I-DCI201301080659	DEFERRED COMP FLAT	R	1/10/2013	2,580.76		014235		3,215.37
01960	Moringa Community							
I-MOR201301080659	PAYROLL CONTRIBUTIONS	R	1/10/2013	16.75		014236		16.75
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201301080659	457 CATCH UP	R	1/10/2013	864.53		014237		
I-DCN201301080659	DEFERRED COMP FLAT	R	1/10/2013	4,157.84		014237		5,022.37
00180	S.E.I.U. - LOCAL 721							
I-COP201301080659	SEIU 721 COPE	R	1/10/2013	9.50		014238		
I-UND201301080659	UNION DUES	R	1/10/2013	593.75		014238		603.25
00230	UNITED WAY							
I-UWY201301080659	PAYROLL CONTRIBUTIONS	R	1/10/2013	45.00		014239		45.00
01441	ADVANTAGE TELECOM, INC							
I-41005	Monthly Phone Charges, LCRA	R	1/10/2013	637.65		014240		637.65
01325	Aflac Worldwide Headquarters							
I-448864	Supplemental Insurance 12/12	R	1/10/2013	2,933.94		014241		2,933.94
00011	ALERT COMMUNICATIONS							
I-121200847101	Call Center 1/13	R	1/10/2013	186.75		014242		186.75
00859	AMERICAN FISHERIES SOCIETY							
I-010113	Membership 2013	R	1/10/2013	90.00		014243		90.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00029	I-1385936	AMERICAN TOWER CORP Tower Rent, Red Mtn, Rincon Pk	R	1/10/2013	1,551.56	014244		1,551.56
00022	I-7000553147	AMERICAN WATER WORKS ASSOC. Membership 2013	R	1/10/2013	413.00	014245		413.00
00417	I-85994511	APPLIED INDUSTRIAL TECHNOLOGY Gaskets for Rincon Reservoir	R	1/10/2013	98.13	014246		98.13
00014	I-402839	AQUA-FLO SUPPLY Pipe for PIT Tag Antenna	R	1/10/2013	180.14	014247		202.43
	I-407074	Paste for Pump Plants	R	1/10/2013	22.29	014247		
00015	I-0057879IN	ARDEMCO, INC Toilet Parts for LCRA	R	1/10/2013	438.73	014248		438.73
01703	I-36493	ARNOLD LAROCHELLE MATTHEWS Matter #5088-008 11/12	R	1/10/2013	8,618.00	014249		14,579.00
	I-36494	Matter #5088-001 11/12	R	1/10/2013	5,961.00	014249		
00434	I-111312	ASSOCIATION OF CALIFORNIA Membership 2013	R	1/10/2013	16,940.00	014250		16,940.00
01666	I-000003958250	AT & T T-1 Lines, C602222128777	R	1/10/2013	901.30	014251		901.30
00021	I-056308	AWA OF VENTURA COUNTY Membership 2013	R	1/10/2013	6,000.00	014252		6,000.00
00756	I-010913	BOARD OF EQUALIZATION Use Tax Return 15-300115	R	1/10/2013	643.00	014253		1,046.00
	I-010913A	Sales Tax Return 101064412	R	1/10/2013	403.00	014253		
00463	I-77141	Farm Plan Idler Pulley for B Camp Mower	R	1/10/2013	13.84	014254		13.84
00055	I-Dec 12	CASITAS BOAT RENTALS Gas for Boats at LCRA	R	1/10/2013	273.64	014255		273.64
00511	I-20950	Centers for Family Health Drug Tests	R	1/10/2013	90.00	014256		90.00
01843	I-446419	COASTAL COPY Copier Usage, LCRA	R	1/10/2013	55.83	014257		96.08
	I-446420	Copier Usage at Dist Office	R	1/10/2013	40.25	014257		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00061	COMPUWAVE I-SB02072451 USB Print Server for IT Dept	R	1/10/2013	34.91		014258		34.91
00062	CONSOLIDATED ELECTRICAL I-9009669841 Conduit for UO Temp Tanks	R	1/10/2013	53.24		014259		53.24
00067	CSDA I-010113 Membership 2013	R	1/10/2013	4,925.00		014260		4,925.00
01001	CUSTOM PRINTING I-121552 Leave Slips Printed	R	1/10/2013	140.28		014261		140.28
01856	DATA FLOW C-67329A Accrue Use Tax D-67329A Accrue Use Tax I-67329 Window Envelopes Printed	R R R	1/10/2013 1/10/2013 1/10/2013	11.04CR 11.04 181.75		014262 014262 014262		  181.75
00740	DELL MARKETING L.P. I-XJ28XPDM4 Computer CPU for Admin	R	1/10/2013	1,033.42		014263		1,033.42
00081	DELTA LIQUID ENERGY I-23210996 Propane for LCRA Office Sales Tax Adjusted to 7.5%	R	1/10/2013	325.70		014264		325.70
00182	DEWITT PETROLEUM I-0025804IN Gas and Diesel for LCRA	R	1/10/2013	3,885.03		014265		3,885.03
00086	E.J. Harrison & Sons Inc I-4504 Acct#1C-00054230	R	1/10/2013	945.00		014266		945.00
10085	ELIFEGUARD, INC. C-39155A Accrue Use Tax D-39155A Accrue Use Tax I-39155 Lifeguard Uniforms	R R R	1/10/2013 1/10/2013 1/10/2013	153.33CR 153.33 2,264.61		014267 014267 014267		  2,264.61
00091	ERNST & YOUNG LLP I-US0130750891 Progress Billing 60028334	R	1/10/2013	451.00		014268		451.00
00095	FAMCON PIPE & SUPPLY I-147021 Meter Vault Cover for Pipeline	R	1/10/2013	879.45		014269		879.45
00714	FAST SIGNS I-26430939 CA Stickers for Trucks	R	1/10/2013	230.37		014270		230.37

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00136	FEDEX OFFICE I-500300016184 Paper for Water Conservation	R	1/10/2013	21.43		014271		21.43
00013	FERGUSON ENTERPRISES INC #1083 I-0424307 Flanges for Inventory	R	1/10/2013	227.81		014272		227.81
00099	FGL ENVIRONMENTAL I-212112A Chlorophyll Analysis 11/27/12 I-212656A Wet Chemistry-NO3 I-212657A Metals, Total-Mn I-212658A Wet Chemistry-NO3	R	1/10/2013	332.00		014273		438.00
00104	FRED'S TIRE MAN I-63309 Flat Repair, #42, Pipeline I-63362 2 Tires for #68, Maint Truck I-63380 2 Tires for B Camp Mower I-63599 Flat Repair, Eq#36, Pipeline	R	1/10/2013	15.00		014274		823.34
00106	FRONTIER PAINT I-F173452 Cap Knife, Scraper for PP	R	1/10/2013	11.05		014275		11.05
01280	FRY'S ELECTRONICS, INC. I-4816379 Waterpark Computer Monitor I-4840909 Replace Hard Drive, IT Dept	R	1/10/2013	172.83		014276		237.47
00216	THE GAS COMPANY I-122712 Acct#00801443003 I-122712A Acct#18231433006	R	1/10/2013	1,126.65		014277		1,175.79
02158	Google, Inc. I-200057594 Google Apps for 12 Months	R	1/10/2013	3,500.00		014278		3,500.00
00115	GRAINGER, INC I-9007203160 Grease for Garage I-9017826554 Spill Kit for Lab I-9022391404 Coveralls for Treatment Plant I-9022887054 Steel Toe Knee Boots, Pipeline I-9023124366 Steel Toe Knee Boots, Pipeline I-9023345763 Battery Charger for Garage I-9026475708 Spill Kit for LCRA Fuel Tanks I-9026475716 Electric Chain Hoist, O&M CS I-9027408435 Replace Fan Motor, TP	R	1/10/2013	49.55		014279		3,011.72

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00121 I-8085188	HACH COMPANY Handheld Flow Meter, Engineer	R	1/10/2013	6,175.66		014280		6,175.66
01052 I-024919	HARBOR FREIGHT TOOLS USA, INC Supplies for LCRA Maint	R	1/10/2013	67.95		014281		67.95
00125 I-264976633	IDEXX DISTRIBUTION CORP Test Kits for Lab Testing	R	1/10/2013	915.92		014282		915.92
00127 I-00132160	INDUSTRIAL BOLT & SUPPLY Wedge Anchors for Robles	R	1/10/2013	302.45		014283		302.45
00872 I-4457	Irrisoft, Inc. Weather Station Signal Service	R	1/10/2013	79.00		014284		79.00
00131 I-569578	JCI JONES CHEMICALS, INC Chlorine for TP, CM#569591	R	1/10/2013	1,770.00		014285		1,770.00
01022 I-79856347	KELLY CLEANING & SUPPLIES, INC Janitorial Srvcs for Rec Ofc	R	1/10/2013	280.00		014286		280.00
01270 I-Dec 12	SCOTT LEWIS Reimburse Expenses 12/12	R	1/10/2013	2,266.37		014287		2,266.37
09881 I-1895	Marzulla Law, LLC File#4139.0003	R	1/10/2013	65.75		014288		65.75
01404 I-58010	MCT TRAILERS Tail Light for #15, O&M CS	R	1/10/2013	14.96		014289		14.96
00151 C-530723	MEINERS OAKS ACE HARDWARE Pipe Insulation Exchanged	R	1/10/2013	3.54CR		014290		
I-526203	Cleaners for O&M Cust Svc	R	1/10/2013	9.20		014290		
I-526921	Nuts & Bolts for Robles	R	1/10/2013	2.47		014290		
I-528782	Sand Blasting Sand for Robles	R	1/10/2013	96.42		014290		
I-529105	Field Equipment for Fisheries	R	1/10/2013	87.36		014290		
I-529568	Field Equipment for Fisheries	R	1/10/2013	87.70		014290		
I-529845	PVC Parts for Robles Canal	R	1/10/2013	145.18		014290		
I-530042	Sealant for Pipelines	R	1/10/2013	10.73		014290		
I-530044	Caulk for Pipelines	R	1/10/2013	4.87		014290		
I-530575	Bulbs for Lower Tunnel at Dam	R	1/10/2013	171.49		014290		
I-530576	Hex Key for #46, TP Truck	R	1/10/2013	19.22		014290		
I-530616	GFI Breaker for B-38	R	1/10/2013	40.98		014290		
I-530659	Epoxy for Treatment Plant	R	1/10/2013	7.01		014290		
I-530703	Pipe Insulation, Upper Ojai Res	R	1/10/2013	66.82		014290		
I-530845	Pan, Spray Paint for LCRA Maint	R	1/10/2013	35.20		014290		
I-530906	Bolts & Screws for Pump Plants	R	1/10/2013	2.15		014290		
I-531234	Bolts & Screws for Robles	R	1/10/2013	7.51		014290		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-531240	Paint for Gates at LCRA	R	1/10/2013	34.64		014290		
I-531375	Material for Playgrounds, LCRA	R	1/10/2013	20.13		014290		
I-531427	Threaded Rod for UO Res Tank	R	1/10/2013	58.78		014290		
I-531481	Blades for LCRA Maint	R	1/10/2013	11.42		014290		
I-531531	Paint for Pipelines	R	1/10/2013	19.32		014290		
I-531857	Supplies for LCRA Maint	R	1/10/2013	56.35		014290		
I-532113	Clamps for Robles Screens	R	1/10/2013	34.09		014290		
I-532116	Clamps for Robles Screens	R	1/10/2013	17.03		014290		
I-532580	Batteries for Pump Plants	R	1/10/2013	12.35		014290		1,054.88
02387	Mitchell Instrument Company In							
I-010412M01	High Voltage Insulation Tester	R	1/10/2013	430.00		014293		430.00
01570	Ojai Auto Supply LLC							
I-263237	Hub Oil, Clips for LCRA Maint	R	1/10/2013	14.24		014294		14.24
00912	OJAI BUSINESS CENTER, INC							
I-123112	Laminating-E&M, Printing-LCRA	R	1/10/2013	58.99		014295		58.99
00607	OJAI ELECTRIC							
I-071540	Troubleshoot Problem, LCRA Ofc	R	1/10/2013	225.00		014296		225.00
00169	OJAI VALLEY SANITARY DISTRICT							
I-15130	Cust#20594 Sewer Service	R	1/10/2013	150.63		014297		
I-15212	Cust#52921	R	1/10/2013	50.21		014297		200.84
00952	PAPA							
I-2013	Membership 2013	R	1/10/2013	45.00		014298		45.00
01092	JOHN PARLEE							
I-010913	Safety Boot Purchase	R	1/10/2013	170.00		014299		
I-010913A	T2 Certification	R	1/10/2013	60.00		014299		230.00
10072	PERMACOLOR, INC							
I-275069	Coat Rails for Fish Ladder	R	1/10/2013	607.62		014300		607.62
00188	PETTY CASH							
I-010913	Replenish Petty Cash	R	1/10/2013	351.68		014301		351.68
02187	Pitney Bowes Inc							
I-395013	Postage Meter Rental 1012-1212	R	1/10/2013	112.61		014302		112.61
01334	POWER MACHINERY CENTER							
I-E69595	Club Car Lease, Y13864	R	1/10/2013	604.07		014303		604.07



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00313	ROCK LONG'S AUTOMOTIVE							
I-7251	Oil & Lube, Spark Plugs #16	R	1/10/2013	1,122.75		014304		
I-7318	Repairs to Eq#27, LCRA Truck	R	1/10/2013	1,575.55		014304		
I-7352	Replace Console Cover, EQ#27	R	1/10/2013	213.47		014304		
I-7391	Smog Inspection, TP Truck	R	1/10/2013	44.75		014304		
I-7394	Smog Inspection, #55, Maint	R	1/10/2013	44.75		014304		
I-7398	Smog Inspection, #4, Lab	R	1/10/2013	44.75		014304		
I-7402	Smog Inspection, #27, Maint	R	1/10/2013	44.75		014304		
I-7404	Smog Inspection, #13, Lab	R	1/10/2013	44.75		014304		
I-7410	Oil & Lube, Smog, #31, LCRA Van	R	1/10/2013	191.68		014304		
I-7415	Smog, Lube & Oil, #19, LCRA	R	1/10/2013	127.66		014304		
I-7422	Oil & Lube, Smog, Eq#24, TP	R	1/10/2013	130.93		014304		
I-7424	Smog, Repairs to #37, LCRA	R	1/10/2013	1,790.53		014304		
I-7430	Smog, Lube & Oil, #29, LCRA	R	1/10/2013	121.95		014304		
I-7453	Lube, Oil & Filter Chng, #8 E&M	R	1/10/2013	198.90		014304		
I-7480	Smog Inspection, Eq#80	R	1/10/2013	44.75		014304		
I-7481	Smog Inspection, #3, Fisheries	R	1/10/2013	44.75		014304		
I-7487	Smog Inspection, #20, Fisheries	R	1/10/2013	44.75		014304		
I-7490	Smog Inspection, Eq#32, Admin	R	1/10/2013	44.75		014304		
I-7504	Oil & Lube, Eq#22, E&M	R	1/10/2013	70.89		014304		5,947.06
10246	RYDIN DECAL							
C-279738A	Accrue Use Tax	R	1/10/2013	114.62		014306		
D-279738A	Accrue Use Tax	R	1/10/2013	114.62		014306		
I-279738	2014 Annual Decals for LCRA	R	1/10/2013	1,607.31		014306		1,607.31
02344	ServiceMaster Building Mainten							
I-11924A	Janitorial Srvcs, Dist Ofc	R	1/10/2013	1,032.00		014307		1,032.00
10286	SIEMENS INDUSTRY, INC.							
I-901026947	Freight for Springs for TP	R	1/10/2013	7.14		014308		
I-901046398	PM Kit Total C12 Probe, TP	R	1/10/2013	218.13		014308		225.27
00725	SMART & FINAL							
I-150215	Vinegar, Water for TP	R	1/10/2013	60.75		014309		60.75
00215	SOUTHERN CALIFORNIA EDISON							
I-010313	Acct#2210502480	R	1/10/2013	55,200.96		014310		
I-010313A	Acct#2210505426	R	1/10/2013	1,856.88		014310		
I-010313B	Acct#2237789169	R	1/10/2013	23.18		014310		
I-010313C	Acct#2269631768	R	1/10/2013	19.36		014310		
I-122812	Acct#2210507034	R	1/10/2013	8,132.93		014310		
I-122912	Acct#2210503702	R	1/10/2013	2,345.15		014310		67,578.46

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
10100	SPECIALTY MARINE, INC							
I-1498	Repair Oil Pressure, #135, Rogue	R	1/10/2013	254.97		014311		
I-1520	Repairs to #289, Davis Boat	R	1/10/2013	2,406.69		014311		2,661.66
01644	STURDISTEEL COMPANY							
I-41735	Aluminum Picnic Table Boards	R	1/10/2013	5,282.06		014312		5,282.06
01147	SUPERIOR GATE SYSTEMS							
I-2819	Repair Storage Gate Keypad	R	1/10/2013	370.00		014313		370.00
01662	TYLER TECHNOLOGIES, INC.							
I-02559262	UB Online Monthly Fees	R	1/10/2013	153.00		014314		153.00
00225	UNDERGROUND SERVICE ALERT							
I-1220120091	New Tickets 12/12	R	1/10/2013	108.00		014315		108.00
00239	VENTURA CHAMBER OF COMMERCE							
I-2013	2013 Membership	R	1/10/2013	895.00		014316		895.00
00246	VENTURA COUNTY AIR POLLUTION							
I-1029020	LCRA Fuel Tanks Permit	R	1/10/2013	535.00		014317		535.00
00257	VENTURA RIVER COUNTY WATER							
I-123112	Acct#03-50100A	R	1/10/2013	14.70		014318		
I-123112A	Acct#05-37500A	R	1/10/2013	43.14		014318		57.84
09955	VENTURA WHOLESALE ELECTRIC							
I-170432	Ballasts, Lamps, PP Lighting	R	1/10/2013	131.92		014319		
I-170593	Light Bulbs for Maint Yard	R	1/10/2013	85.80		014319		217.72
01101	REBEKAH VIEIRA							
I-Dec 12	Reimburse Expenses 12/12	R	1/10/2013	96.33		014320		96.33
00271	WEST COAST AIR CONDITIONING							
I-S44888	PM Service, A/C Unit, LCRA	R	1/10/2013	130.00		014321		130.00
00330	WHITE CAP CONSTRUCTION SUPPLY							
I-717742900	Sand Blasting Sand for Robles	R	1/10/2013	321.43		014322		
I-717756100	Sand Blasting Sand for Robles	R	1/10/2013	321.43		014322		
I-717779000	Blasting Sand for Robles	R	1/10/2013	321.43		014322		964.29
00489	STEVE WICKSTRUM							
I-Dec 12	Reimburse Mileage 12/12	R	1/10/2013	142.08		014323		142.08

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	I-000201212270654 Granite Construction UB Refund	R	1/10/2013	190.71		014324		190.71
1	I-000201212270656 Chad Matthews UB Refund	R	1/10/2013	22.18		014325		22.18
1	I-000201212270655 John Ryan UB Refund	R	1/10/2013	15.90		014326		15.90
1	I-000201212270657 Krotona Institute UB Refund	R	1/10/2013	59.98		014327		59.98
1	I-000201301080658 Chris Gorman TS Refund	R	1/10/2013	105.00		014328		105.00
02492	I-011113 Matilija Jr High Key & Cleaning Deposit	R	1/11/2013	250.00		014329		250.00
02492	I-011113A Matilija Jr High Application Fee	R	1/11/2013	20.00		014330		20.00
01985	I-121312 AFLAC/FLEX ONE Reimburse Medical 2012	R	1/16/2013	56.00		014331		56.00
00010	I-9011594530 AIRGAS USA LLC Knee Pads for Treatment Plant	R	1/16/2013	17.76		014332		17.76
00014	I-408250 AQUA-FLO SUPPLY PVC Parts for Leak at WP	R	1/16/2013	48.13		014333		48.13
01666	I-000003986732 AT & T T-1 Line, Acct#8310001729783	R	1/16/2013	357.32		014334		1,453.63
	I-000003988512 T-1 Lines, Acct#8310002969306	R	1/16/2013	1,096.31		014334		
00021	I-011513 AWA OF VENTURA COUNTY Lunch Program 1/23/13	R	1/16/2013	100.00		014335		250.00
	I-011513A Waterwise Breakfast 1/17/13	R	1/16/2013	100.00		014335		
	I-011613 Lunch Program 1/23/13	R	1/16/2013	50.00		014335		
00030	I-1255735000101 B&R TOOL AND SUPPLY CO Parts for Rigid Threader, E&M	R	1/16/2013	90.64		014336		90.64
00679	I-S1871980001 BAKERSFIELD PIPE & SUPPLY INC Pipe Fittings for TP	R	1/16/2013	70.95		014337		70.95

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02283	Mary Bergen							
	I-Aug 12 Reimburse Mileage 8/12	R	1/16/2013	8.21		014338		
	I-Dec 12 Reimburse Expenses 12/12	R	1/16/2013	18.48		014338		
	I-Nov 12 Reimburse Mileage 11/12	R	1/16/2013	16.43		014338		
	I-Oct 12 Reimburse Mileage 10/12	R	1/16/2013	16.43		014338		
	I-Sep 12 Reimburse Mileage 9/12	R	1/16/2013	12.32		014338		71.87
00821	BEST BEST & KRIEGER LLP							
	I-693532 Matter#82356.00002 12/12	R	1/16/2013	439.40		014339		439.40
01917	Biomark							
	C-PSI115011A Accrue Use Tax	R	1/16/2013	11.53CR		014340		
	D-PSI115011A Accrue Use Tax	R	1/16/2013	11.53		014340		
	I-PSI115011 Cable for PIT Tag Antenna	R	1/16/2013	159.00		014340		159.00
00032	BIOVIR LABORATORIES, INC							
	I-121633 Giardia/Crypto Testing 11/27	R	1/16/2013	396.48		014341		396.48
00051	BOARD OF EQUALIZATION							
	I-011613 UST Maintenance Fee, LCRA	R	1/16/2013	323.40		014342		323.40
00051	BOARD OF EQUALIZATION							
	I-011613A UST Maintenance Fee, Main Yard	R	1/16/2013	231.96		014343		231.96
01616	FRED BRENEMAN							
	I-011413 1/6/13-1/19/13	R	1/16/2013	391.00		014344		391.00
00055	CASITAS BOAT RENTALS							
	I-Dec 12 Cafe Passes Reimburse Cafe Passes 12/12	R	1/16/2013	1,326.71		014345		1,326.71
00117	CERTEX USA, INC							
	I-1070275900 Wire Clips for Anchor Work	R	1/16/2013	21.50		014346		21.50
02322	Coast Cart, Inc.							
	I-3437 2 EZ Go Carts for LCRA	R	1/16/2013	15,851.55		014347		15,851.55
00059	COASTAL PIPCO							
	I-S1751564002 Temporary Tank Instrumentation	R	1/16/2013	200.95		014348		200.95
00061	COMPUWAVE							
	I-SB02072382 Dell Server Hard Drive,IT Dept	R	1/16/2013	277.78		014349		277.78
00064	CROWDER BACKFLOW SERVICES, INC							
	I-19307 Backflow Testing at LCRA	R	1/16/2013	843.00		014350		843.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01764 I-727408	CSG Systems, Inc. UB Mailing, 11/28/12	R	1/16/2013	1,232.15		014351		1,232.15
00182 I-0026263IN	DEWITT PETROLEUM Gas and Diesel for LCRA	R	1/16/2013	3,173.33		014352		3,173.33
00086 I-849	E.J. Harrison & Sons Inc Acct#500546088, 12/12	R	1/16/2013	280.00		014353		280.00
00099 I-212108A I-212111A	FGL ENVIRONMENTAL Nutrient Profile 11/27/12 SOC Analysis MMW 11/27/12	R R	1/16/2013 1/16/2013	1,499.40 125.80		014354 014354		1,625.20
00104 I-63742	FRED'S TIRE MAN 2 Tires for A Camp Mower	R	1/16/2013	68.64		014355		68.64
02158 I-4525182	Google, Inc. Additional Usage, IT Dept	R	1/16/2013	9.75		014356		9.75
00115 I-9022887047 I-9029600732 I-9032630130	GRAINGER, INC Coveralls for Treatment Plant Ballasts for Warehouse Lights Wheel Brush, Pump for TP	R R R	1/16/2013 1/16/2013 1/16/2013	36.47 94.61 71.68		014357 014357 014357		202.76
00356 I-011013	Ken Grinnell Water Distribution Course	R	1/16/2013	161.00		014358		161.00
00121 I-8095730	HACH COMPANY Water Test Chemicals for TP	R	1/16/2013	198.70		014359		198.70
01052 I-042865	HARBOR FREIGHT TOOLS USA, INC Gloves, Screwdriver Set, DM	R	1/16/2013	41.83		014360		41.83
02143 I-16777	Mapcon Technologies, Inc. System Annual Fee 2013	R	1/16/2013	4,479.00		014361		4,479.00
00151 I-530839 I-531399 I-531583 I-531605 I-531705 I-532133 I-532342 I-532344 I-532360 I-532365 I-532476	MEINERS OAKS ACE HARDWARE Chains & Snaps for Fish Ladder Tote & Shelves, LCRA Storage Gloves, Catch Draws, Fisheries Shelving for LCRA Storage Paint Thinner, Bulbs for TP Sprinkler Parts for Waterpark Breakers for B & F Camp Drill Bits, Rivets for DM Fastening, Bolts for Fisheries Bolts & Screws for Playground Caulk, Paint for Maint, WP	R R R R R R R R R R R R	1/16/2013 1/16/2013 1/16/2013 1/16/2013 1/16/2013 1/16/2013 1/16/2013 1/16/2013 1/16/2013 1/16/2013 1/16/2013 1/16/2013	156.67 155.82 23.70 150.46 11.77 26.56 9.76 43.13 5.74 10.28 39.43		014362 014362 014362 014362 014362 014362 014362 014362 014362 014362 014362		

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 1/04/2013 THRU 1/16/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-532477	Asphalt Patch for Dist Maint	R	1/16/2013	15.67		014362		
I-532530	Chisels, Gloves for LCRA Maint	R	1/16/2013	26.57		014362		
I-532535	Concrete for Canal Road	R	1/16/2013	15.01		014362		
I-532561	Screws for Playgrounds	R	1/16/2013	27.64		014362		
I-532579	Wire, Connectors for O&M Yard	R	1/16/2013	22.81		014362		
I-532653	Speed Patch for Canal Road	R	1/16/2013	15.06		014362		
I-532706	Bulbs for Upper Tunnel, Dam	R	1/16/2013	54.79		014362		
I-532708	Softsoap, Paintbrushes for TP	R	1/16/2013	19.51		014362		
I-532760	PVC Cutter for Waterpark	R	1/16/2013	14.08		014362		
I-532872	Asphalt Patch for Ave 1 PP	R	1/16/2013	15.06		014362		
I-532879	Bulbs for Hoist House, Dam	R	1/16/2013	35.22		014362		
I-532916	Battery Charger, Batteries	R	1/16/2013	73.49		014362		
	For Fisheries							
I-533217	Tacks for Waterpark	R	1/16/2013	4.25		014362		972.48
00144	BOB MONNIER							
I-Dec 12 Mileage	Reimburse Mileage 12/12	R	1/16/2013	118.77		014365		118.77
00165	OJAI LUMBER CO, INC							
I-1301603502	T-Posts for Canal Fence Repair	R	1/16/2013	68.24		014366		68.24
01381	ONTRAC							
I-7594750	Refrigerated Sample to Biovir	R	1/16/2013	4.30		014367		4.30
01109	SALVADOR LOERA TRANSPORTATION							
I-12304	Road Base for Canal Road	R	1/16/2013	525.00		014368		525.00
00266	THOMSON WEST							
I-826431624	Government Code Updates	R	1/16/2013	2,420.48		014369		2,420.48
00247	County of Ventura							
I-010713	Encroachment Permit PE12-0544	R	1/16/2013	220.00		014370		220.00
00250	COUNTY OF VENTURA							
I-IN0109393	Underground Tank Permit	R	1/16/2013	829.56		014371		829.56
09955	VENTURA WHOLESALE ELECTRIC							
I-170858	Relay for S/A Fish Sink	R	1/16/2013	59.60		014372		59.60
01283	Verizon Wireless							
I-1151915661	Dist Ofc Monthly Cell Charges	R	1/16/2013	538.52		014373		
	Acct#77062830400001							
I-1151916486	LCRA Monthly Cell Charges	R	1/16/2013	361.58		014373		900.10
	Acct#77232361800001							

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01101	REBEKAH VIEIRA							
I-Jan 13	Reimburse Expenses 1/13	R	1/16/2013	89.00		014374		89.00

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

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	135	224,993.35	0.00	224,993.35
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	78,654.69	0.00	78,654.69
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:	138	303,648.04	0.00	303,648.04
BANK: AP	TOTALS:		138	303,648.04	0.00	303,648.04
REPORT TOTALS:			143	303,648.04	0.00	303,648.04

Void ck#14112 dated 12/14/12  
 Reissued on ck#14331 1/16/13

<56.00>  


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 303,592.04

CASITAS MUNICIPAL WATER DISTRICT  
Interdepartmental Memo

DATE: January 8, 2013

TO: Steve Wickstrum, General Manager

FROM: Carol Belser, Park Services Manager

SUBJECT: **Consideration to Adopt a Resolution Supporting the Application to the State of California Department of Parks and Recreation for Recreational Trails Grant Funds**

**Recommendation:**

It is recommended that the Board adopt the attached resolution as part of the administrative process needed to submit a grant application for bike trail improvements in the Lake Casitas Recreation Area.

**Background:**

The State of California offers several annual competitive grant opportunities. One of interest to the District is the Recreational Trails Program intended to support rehabilitation or construction of non- motorized recreational trails. The District's 10 Year Capital Improvement Plan 2007/08 – 2016/17 identifies expanding existing hike/bike sections with paving and decomposed granite. An extended trail behind trailer storage (between the existing barbed wire fence and the existing chain link fence) will allow bicyclist and pedestrians to continue on the trail toward the Saddle Dam while special events are held. More importantly, it will give bicyclists and pedestrians an alternate route from the main vehicle road when traveling through that particular stretch.

The project scope is to construct approximately 2,100 linear feet 6 to 8 feet wide of asphalt and decomposed granite along the north side of the developed Lake Casitas Recreation Area from Campground A along the fence line to several hundred feet past the event area. The project will also include installing retaining material along approximately 750 feet of the trail that parallels trailer storage areas to ensure ample width of the trail. See attached Site Plan.

An identical grant application was submitted in 2010 and included a Board approved resolution. However, actions in Congress caused a gap in the grant process from September 2009 until July 2012 and the State of California postponed notification of grant awards until December 2012. A letter was received December 21, 2012 denying our 2010 application, but it suggested resubmitting the application package for consideration in the new funding cycle. Staff contacted the grant officer and was informed that our grant package needed only a new cover page and an updated resolution.

If approved, the grant will provide up to 82% of the project's funding, and the District will need to cover 12% of the costs with either dollars or in-kind services. The cost estimate of the project is \$212,528 and our required minimum match of funds is \$25,503. If/when approved, matching funds will be requested in the 2013/14 or 2014/15 fiscal years.

**Analysis:**

Adopting the attached resolution is part of the application checklist. It does not obligate the District to apply for the grant, or accept the grant funds if awarded. Dave Woolley, our Bureau of Reclamation liaison, has been kept informed on this project and is supportive of our attempt to secure this grant opportunity.



**CASITAS MUNICIPAL WATER DISTRICT**

Resolution No: \_\_\_\_\_

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
CASITAS MUNICIPAL WATER DISTRICT  
APPROVING THE APPLICATION FOR GRANT FUNDS  
FROM THE RECREATIONAL TRAILS PROGRAM**

WHEREAS, the “Moving Ahead for Progress in the 21<sup>st</sup> Century Act” provides funds to the State of California for Grants to federal, state, local and non-profit organizations to acquire, develop and/or maintain motorized and non-motorized trail Projects; and

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing Project Application under the program; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of Application(s) before submission of said Application(s) to the State; and

WHEREAS, the Applicant will enter into a Contract with the State of California to complete the Project(s);

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby:

1. Approves the filing of an Application for the Recreational Trails Program; and
2. Certifies that the Project is consistent with the Applicant’s general plan or the equivalent planning document; and
3. Certifies that said Applicant has or will have available prior to commencement of any work on the Project(s) included in this Application, sufficient funds to operate and maintain the Project(s); and
4. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the Contract shown in the Procedural Guide; and
5. Appoints the General Manager as agent to conduct all negotiations, execute and submit all documents, including, but not limited to Applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the Project.
6. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

Approved and Adopted the 23<sup>rd</sup> day of January, 2013.

I, the undersigned, hereby certify that the foregoing Resolution Number \_\_\_\_\_ was duly adopted by the Board of Directors following a roll call vote:

Ayes:

Noes:

Absent:

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Rebekah Vieira, Clerk of the Board

**CASITAS MUNICIPAL WATER DISTRICT  
Interdepartmental Memorandum**

**To:** Steve Wickstrum, General Manager  
**From:** Andy Benitez, Engineering Technician  
**Subject:** Award Contract for Lake Casitas Recreation Area Road Maintenance- **Specification 12-358**  
**Date:** January 15, 2013

**RECOMMENDATION:**

It is recommended that the Board of Directors adopt a resolution accepting the proposal submitted by the lowest responsible bidder and award a contract for the Lake Casitas Recreation Area road Maintenance, Specification 12-358 to **UNITED PAVING CO.**, in the amount of **\$ 132,454.00**. It is further recommended that the President of the Board execute the agreement for said work and the Board authorize staff to proceed with the administration of the contract.

**BACKGROUND AND DISCUSSION:**

This project involves the removing and replacing of areas of existing deteriorated pavement for Campgrounds J and I, the placing of Type II Slurry Seal at the Park main entrance area, Ticketing Offices, Campground B, Campground E main road and Cul-De-Sac, and approximately 405' of drainage swale on the east shoulder for Campground I, and all other related work thereto at Lake Casitas Recreation Area. Campgrounds J & I will receive a **3-inch** asphalt overlay after sub grade compaction testing, and main road section traversing Camp B will receive **4-inch** asphalt overlay after a 6" layer of road base gravel. The project was advertised on November 30, 2012 at District's Website and F.W. Dodge, twelve (12) firms were sent invitations to participate electronically; five (5) Firms submitted bids.

<u>Firm</u>	<u>Bid Amount</u>	<u>Lowest Apparent Bidder</u>
1) <i>J &amp; H Engineering, Inc., Camarillo</i>	\$ 158,003.48	-----
2) <i>BC Rincon Construction, Somis</i>	\$ 141,429.75	-----
3) <i>United Paving Co., La Mirada</i>	\$ 132,454.00	<b><u>\$ 132,454.00</u></b>
4) <i>Mission Paving &amp; Sealing, Irwindale</i>	\$ 154,972.88	-----
5) <i>Del Norte Construction, Camarillo</i>	\$ 179,702.00	-----

United Paving Co., has acurrent and active Contractor's license and has performed work for the District refurbishing access roads for Campgrounds H & G sites at LCRA in the past. The Engineer's estimate was a total of \$145,000.00.

**BUDGET**

\$75,000 for this project is included the FY 2012-13 Capital Budget. The remaining funds for this project will be from Campground B Electrical Upgrades Project where the received bids were \$100,000 under budget. This project will receive a 50% reimbursement from USBR grant funds

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION AWARDING A CONTRACT FOR THE LAKE CASITAS  
RECREATION AREA ROAD MAINTENANCE.  
SPECIFICATION 12-358**

**WHEREAS**, the District invited bids from qualified contractors for the above-referenced project, and

**WHEREAS**, the District received five bids,

**WHEREAS**, United Paving Co., submitted the low bid in the amount of \$ **132,454.00**

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

1. That United Paving Co. bid substantially complies with the requirements set forth in the bid invitation and is responsive.
2. That the bid from United Paving Co., in the amount of \$ **132,454.00** be accepted for the Lake Casitas Recreation Area Road Maintenance, Specification 12-358 and a contract awarded.
3. That staff is hereby authorized and directed to proceed with the administration of the contract with United Paving Co.

**ADOPTED** this 23<sup>rd</sup> day of January, 2013

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James W. Word, President  
Casitas Municipal Water District

**ATTEST:**

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Mary Bergen, Secretary  
Casitas Municipal Water District

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CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM

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**TO:** STEVE WICKSTRUM, GENERAL MANAGER  
**FROM:** TODD EVANS, ASSISTANT ENGINEER  
**SUBJECT:** AWARD CONSTRUCTION CONTRACT- CAMPGROUND B ELECTRICAL  
UPGRADES  
**DATE:** JANUARY 17, 2013

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**RECOMMENDATION:**

It is recommended that the Board of Directors adopt the resolution to accept the proposal submitted by the lowest responsible bidder and award the contract for the **Electrical Upgrades to Campground B, Specification 12-359 to Native Electrical Construction, Inc.** in the amount of **\$150,000**. It is further recommended that the President of the Board execute the agreement for said work and the Board authorize staff to proceed with the administration of the contract.

**BACKGROUND AND DISCUSSION:**

The existing electrical system in Campground B at the Lake Casitas Recreational Area was installed in 1992. The current RV pedestals and wiring are showing signs of wear from 20 years of use and abuse. This contract, if approved by the Board, will address these deficiencies by installing new wiring and RV Pedestals.

Bids were opened at 11:00 am on Tuesday January 15th, 2013. Upon opening the bids the lowest apparent bidder appeared to be Native Electrical Construction, Inc. with a bid amount of \$150,000

For summarized bid results see attached sheet:

The FY 2012-13 Budget allocated \$250,000 for the work.



BID RESULTS  
Campground B Electrical Upgrades  
Specification No 12-359  
Tuesday, January 15, 2013

	Contractor	Addendum	Bid Bond	Bid Amount
#1	Native Electric Construction Inc	X	X	\$ 150,000.00
#2	Pacific Construction Inc	X	X	\$ 154,900.00
#3	JCOR	X	X	\$ 274,900.00
#4	Travis Ag	X	X	\$ 320,689.00
#5	Waisman Construction	X	X	\$ 361,000.00
#6				

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION AWARDING A CONTRACT  
FOR THE CAMPGROUND B ELECTRICAL UPGRADES  
SPECIFICATION NO. 12-359**

**WHEREAS**, the District invited bids from qualified contractors for the above-referenced project, and

**WHEREAS**, the District received 5 bids,

**WHEREAS**, Native Electrical Construction, Inc. submitted the low bid in the amount of \$150,000.

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

1. That the proposal from Native Electrical Construction, Inc. is responsive.
2. That the bid from Native Electrical Construction, Inc. in the amount of \$150,000 be accepted for the Campground B Electrical Upgrades (Spec. #12-359) and a contract awarded.
3. That staff is hereby authorized and directed to proceed with the administration of the contract with Native Electrical Construction, Inc.

**ADOPTED** this 23<sup>rd</sup> day of January, 2013.

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James W. Word, President  
Casitas Municipal Water District

**ATTEST:**

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Mary Bergen, Secretary  
Casitas Municipal Water District

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**CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** STEVE WICKSTRUM, GENERAL MANAGER  
**FROM:** NEIL COLE, CIVIL ENGINEER  
**SUBJECT:** RESOLUTION TO APPROVE AND ADOPT THE VENTURA COUNTY HAZARD MITIGATION PLAN  
**DATE:** JANUARY 17, 2013

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**RECOMMENDATION:**

It is recommended that the Board of Directors adopt the resolution to approve and adopt the Ventura County Hazard Mitigation Plan.

**BACKGROUND AND DISCUSSION:**

Ventura County has updated the 2005 Hazard Mitigation Plan, now known as the 2010 Hazard Mitigation Plan (HMP). The HMP is a 792 page document that assesses risks posed by natural and human-caused hazards and to provide mitigation strategies for reducing the County's risks. The Casitas Municipal Water District is a participant in the HMP, as are all cities and many other special districts in Ventura County. The over all goal of the plan is to "reduce or eliminate the long term risk to human life and property from natural hazards."

The Federal Emergency Management Agency (FEMA) requires participating agencies to approve and adopt the County's Hazard Mitigation Plan in order to remain eligible for federal aid in certain disasters. Staff has reviewed the HMP and concur with the HMP contents. It is now time to approve and adopt the plan to ensure Casitas Municipal Water District remains eligible for federal funds in an emergency.

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION APPROVING AND ADOPTING THE 2010 VENTURA COUNTY HAZARD  
MITIGATION PLAN**

**WHEREAS**, Ventura County, in conjunction with over 40 other communities and special districts, has updated the 2005 Ventura County Hazard Mitigation Plan, now known as the 2010 Ventura County Hazard Mitigation Plan and

**WHEREAS**, the District must approve the 2010 Ventura County Hazard Mitigation Plan to remain eligible for certain Federal emergency funds and

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

1. Approve and adopt the 2010 Ventura County Hazard Mitigation Plan.

**ADOPTED** this 23<sup>rd</sup> day of January, 2013.

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James W. Word, President  
Casitas Municipal Water District

**ATTEST:**

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Mary Bergen, Secretary  
Casitas Municipal Water District



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**CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** STEVE WICKSTRUM, GENERAL MANAGER  
**FROM:** REBEKAH VIEIRA, ASSISTANT TO THE GENERAL MANAGER  
**SUBJECT:** RESOLUTION TO AUTHORIZE ACCESS TO STATE, LOCAL AND FEDERAL LEVEL SUMMARY  
CRIMINAL HISTORY INFORMATION THROUGH THE LIVESCAN FINGERPRINTING PROCESS  
**DATE:** JANUARY 18, 2013

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**RECOMMENDATION:**

It is recommended that the Board of Directors adopt the resolution to authorize the access to summary criminal information through the Livescan process.

**BACKGROUND AND DISCUSSION:**

The District is in the process of obtaining approval from the Department of Justice for the Livescan fingerprinting process. It was suggested by the Department of Justice that the District adopt the following resolution to authorize the access to the criminal data for use for employment purposes.

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION AUTHORIZING ACCESS TO STATE, LOCAL AND FEDERAL SUMMARY  
CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT, LICENSING OR  
CERTIFICATION PURPOSES UTILIZING THE LIVSCAN PROCESS**

**WHEREAS**, Penal Code Sections 11105(b)(11) and 13300(b)(11) authorize cities, counties and district to access state and local summary criminal history information for employment, licensing or certification purposes; and

**WHEREAS**, Penal Code Section 11105(b)(11) authorized cities, counties and districts to access federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation; and

**WHEREAS**, Penal Code Sections 11105(b)(11) and 13300(b)(11) require that there be a requirement of exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of record; and

**WHEREAS**, Penal Code Sections 11105(B)(11) AND 13300(B)(11) require the city council, board of supervisors or governing body of a city, county or district to specifically authorize access to summary criminal history information for employment, licensing, or certification purposes.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Casitas Municipal Water District, that the Casitas Municipal Water District are hereby authorized to access state and federal level summary criminal history information for employment (including volunteers and contract employees), purposes and may not disseminate the information to a private entity.

**ADOPTED** this 23<sup>rd</sup> day of January, 2013.

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James W. Word, President  
Casitas Municipal Water District

**ATTEST:**

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Mary Bergen, Secretary  
Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT  
TREASURER'S MONTHLY REPORT OF INVESTMENTS  
01/17/13**

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
*TB	Federal Home Loan Bank	313379EE5	06/14/19	\$1,393,598	\$1,380,753	1.625%	10/03/12	10.91%	2307
*TB	Federal Home Loan Bank	3133XFKF2	06/11/21	\$743,109	\$724,567	5.625%	01/16/13	5.72%	3024
*TB	Federal Home Loan Bank	3133XSP930	12/13/13	\$743,750	\$718,641	3.125%	07/01/10	5.68%	326
*TB	Federal Home Loan Bank	3133XWNB10	06/12/15	\$729,603	\$742,252	2.875%	07/01/10	5.86%	865
*TB	Federal Home Loan Bank	3134A4VG60	11/17/15	\$801,864	\$785,701	4.750%	07/19/10	6.21%	1020
*TB	Federal Home Loan MTG Corp	3134G3GT10	10/18/17	\$220,000	\$220,004	1.250%	01/03/12	1.74%	1711
*TB	Federal Home Loan MTG Corp	3135G0ES80	11/15/16	\$696,737	\$703,285	1.375%	03/12/12	5.56%	1378
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/17	\$1,211,010	\$1,202,860	5.125%	01/03/12	9.50%	1740
*TB	Federal Home Loan MTG Corp	3137EABS70	09/27/13	\$766,605	\$719,257	4.125%	07/01/10	5.68%	250
*TB	Federal Home Loan MTG Corp	3137EACD90	07/28/14	\$739,907	\$728,805	3.000%	07/01/10	5.76%	551
*TB	Federal Natl MTG Assn	31398AYY20	09/16/14	\$739,123	\$732,466	3.000%	07/01/10	5.79%	599
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/18	\$1,055,030	\$1,248,082	1.375%	07/06/10	9.86%	1978
*TB	US Treasury Notes	912828JW10	12/31/13	\$709,352	\$708,778	1.500%	04/01/10	5.60%	344
*TB	US Treasury Notes	912828LZ10	11/30/14	\$718,129	\$724,416	2.125%	07/01/10	5.72%	673
*TB	US Treasury Inflation Index NTS	912828MF40	01/15/20	\$1,041,021	\$1,265,266	1.375%	07/01/10	10.00%	2518
	Accrued Interest			\$63,493	\$53,727				
	<b>Total in Gov't Sec. (11-00-1055-00&amp;1065)</b>			<b>\$12,372,331</b>	<b>\$12,658,861</b>			<b>85.41%</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>\$2,161,749</b>	<b>\$2,161,749</b>	0.65%	Estimated	<b>14.59%</b>	
	<b>TOTAL FUNDS INVESTED</b>			<b>\$14,534,524</b>	<b>\$14,821,053</b>			<b>100.00%</b>	
	Total Funds Invested last report			\$13,791,415	\$14,110,257				
	Total Funds Invested 1 Yr. Ago			\$14,337,204	\$14,827,393				
****	<b>CASH IN BANK (11-00-1000-00) EST.</b>			<b>\$4,919,491</b>	<b>\$4,919,491</b>				
	<b>CASH IN Western Asset Money Market</b>			<b>\$19,468</b>	<b>\$19,468</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>\$19,473,483</b>	<b>\$19,760,013</b>				
	TOTAL CASH & INVESTMENTS 1 YR AGO			\$18,021,786	\$18,711,975				

- \*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.