

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT

September 25, 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 September 11, 2013 Board Meeting.
 - b. Recommend approval of a purchase order to Ferguson Water Works in the amount of \$23,160 plus tax to provide two 24" flexible expansion couplings for seismic improvements to Villanova Reservoir.
 - c. Recommend approval for a purchase order to Power Machinery Center in the amount of \$23,816.63 for the purchase of three Carryall Club Car Utility Vehicles.
 - d. Recommend approval of a purchase order to purchase a new John Deere EZ Track Zero-turn radius mower model Z235 at a cost of \$2,499.
 - e. Recommend approval of a purchase order to Koppl Pipeline Services, Inc, in the amount of \$37,695 for hot tapping and line

stopping services for the replacement of Villanova reservoir's inlet and outlet valves.

RECOMMENDED ACTION: Adopt Consent Agenda

5. Bills
6. Resolution awarding a contract for the Villanova Reservoir Repairs & Interior Coating, Specification 13-367 to Paso Robles Tank, Inc. in the amount of \$656,650.

RECOMMENDED ACTION: Adopt Resolution

7. Information Items:
 - a. Recreation Area Report for July, 2013.
 - b. Executive Committee Minutes.
 - c. Finance Committee Minutes.
 - d. Water Resources Committee Minutes.
 - e. ACWA Call for Committee nominations.
 - f. Investment Report.
8. Closed Session
 - a. Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Golden State Water Company v. Casitas Municipal Water District. Case Number: 56-2013-00433986-CU-WM-VTA.

9. 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
September 11, 2013

A meeting of the Board of Directors was held September 11, 2013 at Casitas' Office, Oak View, California. Directors Word, Hicks, Bergen, Kaiser and Baggerly were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There was one staff member and one member of the public in attendance. Director Hicks led the group in the flag salute.

1. Public Comments

None

2. General Manager comments.

Mr. Wickstrum reported that the roof at picnic 8 has been completed. He also mentioned that the Bureau is doing work on the scour hole, filling it in this week. A meet and confer meeting is being held on November 17th with NEC.

3. Board of Director comments.

Director Baggerly mentioned visiting the KOA campground in Santa Paula and suggested that it is designed very well with yurts and cabins.

Director Kaiser mentioned some things that need to be cleaned up in the spillway of Santa Ana creek. It looks like there are coolers and trashcans. He asked that a report on the cleanup be provided to the Recreation committee.

President Word arrived at 3:03 p.m.

Director Bergen let the board know that she will miss the next meeting as she is attending the Salmonid review committee.

President Word discussed attendance at the economic meeting for the chamber and a main topic was the water plan for the city of Ventura. It is becoming evident that people are becoming aware of the water issue. He then reminded the board that our reception thing is coming up which is an opportunity to meet with some of our representatives.

Director Hicks added the biggest issue was the in lieu of fees for development. Director Baggerly mentioned that he would be attending the rate advisory committee meeting at the city tonight.

4. Consent Agenda

APPROVED

- a. Minutes of the August 28, 2013 Board Meeting.

On the motion of Director Kaiser, seconded by Director Hicks and passed, the consent agenda was approved.

5. Bills APPROVED

Director Hicks questioned #01909. Mr. Wickstrum explained that is for a subscription to allow Denise to do calculations that are needed for GASBY.

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

6. Resolution amending the Memorandum of Understanding for the Watersheds Coalition of Ventura County. ADOPTED

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

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

Resolution is numbered 13-34.

7. Recommend formation of an ad hoc committee for the Fisheries Program. APPROVED

The board discussed setting up an ad hoc committee with Director Bergen and Director Kaiser serving on the ad hoc committee.

On the motion of Director Bergen, seconded by Director Kaiser the above recommendation was approved.

8. Information Items:

- a. Water Consumption Report.
- b. Monthly Cost Analysis - CFD No. 2013-1 (Ojai).
- c. Results of August 27, 2013 Election, CFD No. 2013-1 (Ojai).
- d. Investment Report.

On the motion of Director Kaiser, seconded by Director Bergen and passed, the information items were approved for filing.

President Word moved the meeting to closed session at 3:22 p.m.

9. Closed Session

- a. Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Golden State Water Company v. Casitas Municipal Water District. Case Number: 56-2013-00433986-CU-WM-VTA.

President Word moved the meeting back to open session at 4:05 p.m. with Mr. Mathews reporting that the board met to discuss existing litigation, meeting with special counsel via telephone to receive a status update and no action was taken.

10. Adjournment

President Word adjourned the meeting at 4:06p.m.

Mary Bergen, Secretary

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: STEVEN E. WICKSTRUM, GENERAL MANAGER
FROM: NEIL COLE, PRINCIPAL CIVIL ENGINEER
SUBJECT: AUTHORIZE THE GENERAL MANAGER TO SIGN A PURCHASE ORDER WITH FERGUSON WATER WORKS INC. FOR THE PURCHASE OF TWO 24" FLEXIBLE EXPANSION COUPLINGS
DATE: SEPTEMBER 16, 2013

RECOMMENDATION:

It is recommended that the Board of Directors authorize the General Manager to sign a purchase order with Ferguson Water Works in the amount of \$23,160 plus tax to provide two Romac 24" flexible expansion couplings.

BACKGROUND AND DISCUSSION:

Casitas has been in the process of improving the seismic capabilities of the reservoirs. An important component of improving the ability of a steel reservoir to handle an earthquake with minimal damage is to provide flexible connections between the inlet/outlet piping and the reservoir. This purchase order will provide couplings that will both expand and rotate, providing the flexibility that is needed.

Four firms submitted quotations. The quotations were:

Firm	Bid price without tax
Ferguson Water Works	\$23,160.00
Famcon	\$23,180.00
Western Water Works Supply Company	\$24,458.00
HD Supply (EBAA Iron)	\$31,429.40

The couplings will be installed by Casitas personnel.

FUNDING:


Funding for this work is included in the FY 2013-14 Capital Budget in the amount of \$120,000. This estimate was based the previous cost of the couplings. However, Casitas personnel located another reputable manufacturer of a similar product that has turned out to be a better value for this reservoir.

CASITAS MUNICIPAL WATER DISTRICT
Interdepartmental Memorandum

DATE: September 19, 2013

TO: Steve Wickstrum
General Manager

COPY: Carol Belser
Park Services Manager

FROM: Suzi Taylor 
Park Services Officer

SUBJECT: Carryall 1G Club Car Gasoline Utility Vehicles Purchase

RECOMMENDATION:

It is recommended that Casitas purchase 3 Carryall 1G Club Car Gasoline Utility Vehicles.

BACKGROUND AND OVERVIEW:

In 2012 staff researched the cost benefits of purchasing carts vs. leasing them and determined the best use of funds would be to purchase them.

As 3 of our leases will be expiring on October 1, 2013 staff is recommending the purchase of 3 Carryall Club Car Utility Vehicles. These purchased carts will be replacement carts for the previously leased carts.

Provided they have an executed purchase order prior to the expiration date of the leases, Power Machinery has offered to extend the leases on a month to month basis while the purchased carts are being processed. This will allow staff to continue to have the necessary tools to complete their day to day tasks as Recreation is in need of the replacement carts.

We have been told that the approximate "shelf life" on the gas powered carts is 7-8 years with average use.

It is recommended a purchase order be issued to Power Machinery Center for \$23,816.63 for the cost of 3 Carryall Club Car Utility Vehicles, which is a budgeted item.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: September 19, 2013

TO: Steve Wickstrum, General Manager

FROM: Carol Belser, Park Services Manager

RE: Request to Purchase Unbudgeted Replacement Mower for
Campground Bass

The existing John Deere LA 135 riding mower used in Campground Bass and the adjacent areas is no longer working. The starting element is not functioning and the deck is rusted out. Repairs are estimated to be over \$1,400. A new replacement mower is quoted at \$2,499. In addition, the Bureau of Reclamation indicated they would financially support half of the cost of a new mower through grant R11AC20123.

It is recommended to move forward and purchase a new John Deere EZ Track Zero-turn radius mower model Z235 instead of investing funds into the John Deere LA 135 for repairs.

CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: GENERAL MANAGER
SUBJECT: VILLANOVA RESERVOIR VALVE REPLACEMENTS
DATE: SEPTEMBER 20, 2013

RECOMMENDATION:

It is recommended that the Board of Directors approve a purchase order for Koppl Pipeline Services, Inc. in the amount of \$37,695.00 for hot tapping and line stopping services in preparation for the replacement of Villanova reservoir's inlet and outlet valves.

BACKGROUND AND DISCUSSION:

Please be informed that I have considered and approved the request of the Manager of Operations to move forward with the timely and critical efforts to assist in the replacement of several valves at Villanova Reservoir. A copy of the Manager of Operations memo is attached to this memorandum. I had informed the Finance Committee of my intended direction prior to approving of the action, and I am now informing the Board of Directors.

While the General Manager does understand and know the authorized financial approval limits, there are rare times that call for appropriate and timely action. This is one of those rare occasions in which the District needed to move forward with the work in order to avoid delays with a critical project, the interior coating of the Villanova Reservoir.

As of June 20th, 11:00 am, Koppl Pipeline Services, Inc. is in the process of the work at the Villanova Reservoir and the valve replacement work will be completed in time to isolate the Villanova Reservoir for the interior coating project.

If you have any question in this regard, please do not hesitate to ask me.

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: GENERAL MANAGER
FROM: MANAGER OF OPERATIONS
SUBJECT: VILLANOVA RESERVOIR VALVE REPLACEMENTS
DATE: SEPTEMBER 12, 2013

RECOMMENDATION:

It is recommended that the General Manager approve a purchase order for Koppl Pipeline Services, Inc. in the amount of \$37,695.00 for hot tapping and line stopping services in preparation for the replacement of Villanova reservoir's inlet and outlet valves.

BACKGROUND AND DISCUSSION:


The FY 2013/14 budget contains funds in the amount of \$120,000.00 for the replacement of valves and associated piping at the Villanova reservoir. During the course of operational activities in preparation for the reservoir's internal painting project, it became apparent that there were issues with the functionality of critical inlet and outlet valves. To meet the critical timeline for the reservoir painting project the preparation activities must be completed by the end of September. The prep work will take two weeks to complete. A speedy approval of the hot tap and line stopping services will ensure that operations can meet the timeline.

CASITAS MUNICIPAL WATER DISTRICT
 Payable Fund Check Authorization
 Checks Dated 9/9/13-9/19/13
 Presented to the Board of Directors For Approval September 25, 2013

Check	Payee			Description	Amount
000435	Payables Fund Account	#	9759651478	Accounts Payable Batch 091113	\$31,035.05
000436	Payables Fund Account	#	9759651478	Accounts Payable Batch 091913	\$238,142.02
					\$269,177.07
000437	Payroll Fund Account	#	9469730919	Estimated Payroll 10/3/13	\$130,000.00
					\$130,000.00
				Total	\$399,177.07

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, 000435-000437 have been duly audited is hereby certified as correct.

 9/19/13

 Denise Collin, Accounting Manager

 Signature

 Signature

 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.

000435 A/P Checks: 016119-016134
A/P Draft to P.E.R.S.
A/P Draft to State of CA
A/P Draft to I.R.S.
Voids:

000436 A/P Checks: 016135-016241
A/P Draft to P.E.R.S. 091933
A/P Draft to State of CA 091932
A/P Draft to I.R.S. 091931
Void: 016192-016194

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

Denise Collin 9/19/13
Denise Collin, Accounting Manager

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 09/14/13
Pay Date of 09/19/13
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 9/14/13
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR SET: 01 Casitas Municipal Water D

BANK: * ALL BANKS

DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	9/19/2013			016192		
C-CHECK	VOID CHECK	V	9/19/2013			016193		
C-CHECK	VOID CHECK	V	9/19/2013			016194		

* * 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:	3	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: *	TOTALS:	3	0.00	0.00	0.00
BANK: *	TOTALS:		3	0.00	0.00	0.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00059	COASTAL PIPCO							
C-491091	Credit Wrong Vendor	N	9/19/2013	218.83CR		000000		
I-491091	Copier Usage LCRA	N	9/19/2013	218.83		000000		
01153	RUSS BAGGERLY							
I-Aug 13	Reimburse Mileage 8/13	R	9/11/2013	20.34		016119		20.34
02588	Kurtis Blunt							
I-080313	Waterpark Fee Refund	R	9/11/2013	12.00		016120		12.00
02564	CD Photography Service, Inc.							
I-142436	Claim#13-11419 7/26/13 Svcs	R	9/11/2013	42.71		016121		
I-143035	Claim#13-11419 8/6/13 Svcs	R	9/11/2013	48.47		016121		
I-143093	Claim#13-11419, Srvcs 8/7/13	R	9/11/2013	48.47		016121		139.65
02511	Draper Construction							
I-13211	Picnic 8 Shelter, LCRA	R	9/11/2013	22,942.50		016122		22,942.50
02589	Floyd, Skeren & Kelly, LLP							
I-419572	Claim#13-11419 7/13 Svcs	R	9/11/2013	1,358.50		016123		1,358.50
00522	TROY GARST							
I-090613	T4 Certificate Renewal	R	9/11/2013	140.00		016124		
I-090613a	TP Operation Course	R	9/11/2013	50.00		016124		190.00
00126	CAROLE ILES							
I-Aug 13	Reimburse Mileage 8/13	R	9/11/2013	31.64		016125		31.64
01270	SCOTT LEWIS							
I-Aug 13	Reimburse Expenses 8/13	R	9/11/2013	1,324.82		016126		1,324.82
01627	OSCAR'S TREE SERVICE							
I-10668	Remove Dead Pine Tree, Camp F	R	9/11/2013	1,000.00		016127		
I-10669	Lift Canopy, RV Storage Area	R	9/11/2013	900.00		016127		
I-10673	Clearing, RV Storage Area	R	9/11/2013	300.00		016127		
I-10677	Emergency Tree Removal in F	R	9/11/2013	1,850.00		016127		4,050.00
00310	Ron Turley Associates, Inc.							
I-40049	Sales Tax on Updates	R	9/11/2013	16.02		016128		16.02
01944	Luke Scholt							
I-090413	Safety Boots	R	9/11/2013	138.68		016129		138.68

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00215	SOUTHERN CALIFORNIA EDISON							
I-083013b	Acct#2237789169	R	9/11/2013	26.07		016130		
I-090413	Acct#2269631768	R	9/11/2013	23.39		016130		49.46
00257	VENTURA RIVER COUNTY WATER							
I-083113	Acct#0350100A	R	9/11/2013	14.70		016131		
I-083113a	Acct#0537500A	R	9/11/2013	212.29		016131		226.99
00274	JAMES WORD							
I-Aug 13	Reimburse Mileage 8/13	R	9/11/2013	56.50		016132		56.50
01616	FRED BRENEMAN							
I-091113	9/1/13-9/14/13	R	9/13/2013	391.00		016133		391.00
00497	SUSAN McMAHON							
I-Sep 13	Postage for Hydrolab	R	9/13/2013	86.95		016134		86.95
01441	ADVANTAGE TELECOM, INC							
I-44975	Monthly Phone Charges LCRA	R	9/19/2013	659.89		016135		659.89
01707	AIRGAS SPECIALTY PRODUCTS							
I-131302890	Ammonium Hydroxide for TP	R	9/19/2013	3,221.20		016136		3,221.20
00010	AIRGAS USA LLC							
I-9019110866	Cutting Gases for Pipelines	R	9/19/2013	343.13		016137		343.13
00693	ALL THE KINGS FLAGS							
I-59533	Flags for District	R	9/19/2013	459.17		016138		459.17
00836	AMERICAN RED CROSS							
I-10250915	Lifeguard Certificates	R	9/19/2013	735.00		016139		735.00
00029	AMERICAN TOWER CORP							
I-1528662	Tower Rent, Red Mtn, Rincon Pk	R	9/19/2013	1,620.30		016140		1,620.30
00014	AQUA-FLO SUPPLY							
I-505336	Parts to Replace Service Line	R	9/19/2013	202.38		016141		202.38
02179	Art Street Interactive							
I-98864	Lake Website Maint/Hosting	R	9/19/2013	542.15		016142		542.15
01666	AT & T							
I-000004657729	Acct#8310001729783 T-1 Line	R	9/19/2013	357.32		016143		
I-000004659503	Acct#8310002969306 T-1 Lines	R	9/19/2013	1,092.91		016143		1,450.23

VENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00018	AT & T MOBILITY I-829434088X09142013 Wildlife Biol Monthly Cell	R	9/19/2013	10.50		016144		10.50
00020	AVENUE HARDWARE, INC I-52400 9 Volt Battery for Pump Plants I-53155 Keys for Hose Bibs & Faucets	R R	9/19/2013 9/19/2013	6.72 14.68		016145 016145		21.40
00030	B&R TOOL AND SUPPLY CO I-1267036000101 Rags for Inventory	R	9/19/2013	416.48		016146		416.48
00679	BAKERSFIELD PIPE & SUPPLY INC I-S1943896002 Flange Slips for Pipelines	R	9/19/2013	105.29		016147		105.29
00821	BEST BEST & KRIEGER LLP I-709793 Matter No:8235600002, 8/13	R	9/19/2013	160.80		016148		160.80
00032	BIOVIR LABORATORIES, INC I-131196 Giardia/Crypto 8/15/13	R	9/19/2013	396.48		016149		396.48
01611	BURLINGTON SAFETY LABORATORY, I-34346 Purchase, Test Gloves, E&M	R	9/19/2013	166.60		016150		166.60
00055	CASITAS BOAT RENTALS I-083113 Cafe Passes Reimburse Cafe Passes	R	9/19/2013	2,473.97		016151		2,473.97
00511	Centers for Family Health I-28100 Drug Test	R	9/19/2013	45.00		016152		45.00
00707	CHARLES P. CROWLEY CO. I-19330 Adaptor,Ortho Metering Pump TP	R	9/19/2013	87.46		016153		87.46
00057	CLEAN SOURCE I-277324900 Janitorial Supplies, LCRA I-277507200 Shower Curtains for Waterpark	R R	9/19/2013 9/19/2013	3,957.72 179.37		016154 016154		4,137.09
01843	COASTAL COPY I-491091 Copier Usage for LCRA	R	9/19/2013	218.83		016155		218.83
00062	CONSOLIDATED ELECTRICAL I-9009681817 AB Engineering Services, PP I-9009681872 Gel Cap Wire Splices, O&M CS I-9009682516 AB Parts for Rincon PP	R R R	9/19/2013 9/19/2013 9/19/2013	2,830.00 118.90 3,350.24		016156 016156 016156		6,299.14

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 DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02115	Consumers Pipe Supply Co.							
I-S1234427001	Diaphragms for Pump Plant	R	9/19/2013	410.91		016157		
I-S1234427002	Jamesbury Repair Kits, PP	R	9/19/2013	350.45		016157		761.36
00331	COORDINATED WIRE ROPE							
I-75640	Wire Rope Clips for Docks	R	9/19/2013	115.24		016158		115.24
01001	CUSTOM PRINTING							
I-124917	Day Use On Season Tags	R	9/19/2013	1,824.55		016159		
I-124918	Day Use Hang Tags	R	9/19/2013	1,641.60		016159		3,466.15
02034	D.K. Mechanical							
I-2772	Oil Change, #88, Pump Truck	R	9/19/2013	474.32		016160		
I-2773	Troubleshoot Fuel Problem #68	R	9/19/2013	150.00		016160		624.32
00740	DELL MARKETING L.P.							
I-XJ785DT12	New Laptop for Lab	R	9/19/2013	960.30		016161		960.30
00081	DELTA LIQUID ENERGY							
I-195886	Repair Propane Regulator, Dam	R	9/19/2013	146.32		016162		
I-23213055	Propane for Office Tank	R	9/19/2013	198.07		016162		
I-23213057	Propane for Showers Tank	R	9/19/2013	172.80		016162		517.19
01498	Department of Industrial Relat							
I-P1120507SN	Lazy River Inspection 8/13/13	R	9/19/2013	195.00		016163		195.00
02544	Department of Justice							
I-992533	Fingerprinting	R	9/19/2013	96.00		016164		96.00
00182	DEWITT PETROLEUM							
I-0034313IN	Gas & Diesel for LCRA	R	9/19/2013	4,245.81		016165		
I-0034420IN	Diesel for Main Yard	R	9/19/2013	924.68		016165		5,170.49
00085	DON'S INDUSTRIAL SUPPLIES, INC							
I-352454	Parts for Green Tractor, TP	R	9/19/2013	3.95		016166		3.95
02511	Draper Construction							
I-13212	LCRA Picnic 8 Shelter, Retn	R	9/19/2013	1,620.00		016167		1,620.00
00086	E.J. Harrison & Sons Inc							
I-1051	Acct#500546088 8/13	R	9/19/2013	1,120.00		016168		1,120.00
00095	FAMCON PIPE & SUPPLY							
I-151926	Meter Setting Parts	R	9/19/2013	37.63		016169		
I-151989	Copper Tube, Warehouse Stock	R	9/19/2013	1,954.35		016169		
I-152090	Meter Setting Parts	R	9/19/2013	319.28		016169		
I-152098	Meter Setting Parts	R	9/19/2013	462.25		016169		
I-152129	Meter Setting Parts	R	9/19/2013	527.83		016169		3,301.34

VENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00093	FEDERAL EXPRESS I-238613698 Shipping for Admin	R	9/19/2013	24.82		016170		24.82
02556	Ferguson Case Orr Paterson LLP I-215667 Acct#CASIT-002M 8/13	R	9/19/2013	26.50		016171		26.50
00099	FGL ENVIRONMENTAL I-307230A Wet Chemistry-Total P Diss	R	9/19/2013	1,499.40		016172		
	I-307231A Sub Contracted-UCMR3	R	9/19/2013	1,400.00		016172		
	I-307232A Sub Contracted-UCMR3	R	9/19/2013	1,420.00		016172		
	I-307846A EPA 551.1, 552.2	R	9/19/2013	816.70		016172		
	I-308268A Wet Chemistry-NO3	R	9/19/2013	18.00		016172		
	I-308269A Wet Chemistry-NO3	R	9/19/2013	61.00		016172		
	I-308604A Metals, Total-Mn	R	9/19/2013	70.00		016172		5,285.10
00096	FIREMASTER - LOS ANGELES REG. I-0000108072 Fire Extinguisher Service DO	R	9/19/2013	518.50		016173		
	I-0000108164 Fire Extinguisher Service,LCRA	R	9/19/2013	214.36		016173		732.86
00101	FISHER SCIENTIFIC I-4613557 Petri-Dishes for Lab	R	9/19/2013	219.51		016174		219.51
00103	FRANK'S ROOTER & PUMPING I-88050 Waterpark Restroom Snake	R	9/19/2013	375.00		016175		
	I-88161 Pump Septic Tanks 8/12/13	R	9/19/2013	665.00		016175		
	I-88162 Pump Septic Tanks 8/13/13	R	9/19/2013	475.00		016175		
	I-88165 Pump Septic Tanks, 8/19/13	R	9/19/2013	665.00		016175		
	I-88167 Pump Septic Tanks 8/20/13	R	9/19/2013	380.00		016175		
	I-88172 Pump Septic Tanks 8/26/13	R	9/19/2013	665.00		016175		
	I-88173 Pump Septic Tanks 8/27/13	R	9/19/2013	475.00		016175		
	I-88178 Pump Septic Tanks 9/2/13	R	9/19/2013	1,200.00		016175		
	I-88179 Pump Septic Tanks 9/1/13	R	9/19/2013	600.00		016175		
	I-88180 Pump Septic Tanks 9/3/13	R	9/19/2013	665.00		016175		6,165.00
00104	FRED'S TIRE MAN I-68917 Oil Change, #20, Fish Truck	R	9/19/2013	39.67		016176		
	I-68960 2 Tires for#32, Admin Van	R	9/19/2013	212.29		016176		
	I-68994 Flat Repair, #38, LCRA Maint	R	9/19/2013	20.00		016176		
	I-69048 Oil Change, Eq#8, E&M	R	9/19/2013	42.90		016176		314.86
00106	FRONTIER PAINT I-F184163 Paint Mixer for Robles	R	9/19/2013	7.08		016177		7.08

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00485	FRUIT GROWERS SUPPLY COMPANY							
I-91351126	Safety Glasses, Gloves DM	R	9/19/2013	56.82		016178		56.82
01280	FRY'S ELECTRONICS, INC.							
I-5141949	Monitor-Admin, UPS-Maint	R	9/19/2013	435.97		016179		
I-5160369	Cable for IT Dept	R	9/19/2013	6.47		016179		
I-5161852	Hard Drive for IT Laptop	R	9/19/2013	118.79		016179		561.23
00107	FULLER PAINT & GLASS							
I-92056	Paint Supplies for Dam Equip	R	9/19/2013	75.12		016180		75.12
02158	Google, Inc.							
I-7246449	Additional Usage for IT Dept	R	9/19/2013	16.25		016181		16.25
00115	GRAINGER, INC							
I-9226607886	Auto Brushes for Garage	R	9/19/2013	81.42		016182		
I-9227466761	Hose Clamps for Telemetry	R	9/19/2013	98.13		016182		
I-9231298523	Ear Plugs, Hard Hat for DM	R	9/19/2013	71.90		016182		
I-9242175280	Batteries for Admin Stock	R	9/19/2013	24.57		016182		
I-9242913193	Recycling Container for Admin	R	9/19/2013	8.27		016182		284.29
00746	GREEN THUMB INTERNATIONAL							
I-458436	Liquid for Tree Stump Removal	R	9/19/2013	38.66		016183		
I-458487	Plants for Ojai Day	R	9/19/2013	58.60		016183		
I-458488	Plants for District Garden	R	9/19/2013	16.43		016183		113.69
01052	HARBOR FREIGHT TOOLS USA, INC							
I-0264700	Work Gloves for Dist Maint	R	9/19/2013	54.08		016184		
I-597983	Supplies for Treatment Plant	R	9/19/2013	58.00		016184		112.08
00127	INDUSTRIAL BOLT & SUPPLY							
I-00136350	Hardware for Playgrounds	R	9/19/2013	157.49		016185		
I-00137227	Washers for Playgrounds	R	9/19/2013	73.75		016185		231.24
01486	INTEGRATED FIRE AND SAFETY							
I-35034	Extinguisher Training	R	9/19/2013	457.00		016186		457.00
00872	Irrisoft, Inc.							
I-4764	Weather Station Services	R	9/19/2013	79.00		016187		79.00
00131	JCI JONES CHEMICALS, INC							
I-593340	Chlorine for TP, CM#593377	R	9/19/2013	1,770.00		016188		
I-594741	Chlorine for TP, CM#594792	R	9/19/2013	1,770.00		016188		
I-595018	Chlorine for TP, CM#595053	R	9/19/2013	899.94		016188		
I-595019	Chlorine for TP, CM#595054	R	9/19/2013	1,770.00		016188		6,209.94

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01022	KELLY CLEANING & SUPPLIES, INC							
I-10057216	LCRA Janitorial Services	R	9/19/2013	300.00		016189		300.00
02591	Wayne Leonard							
I-091213	Irrigation Controller Rebate	R	9/19/2013	250.00		016190		250.00
00151	MEINERS OAKS ACE HARDWARE							
I-568429	Cleaning Supplies for LCRA	R	9/19/2013	11.51		016191		
I-569249	Supplies for Waterpark	R	9/19/2013	20.03		016191		
I-569616	Supplies to Maintain Carvings	R	9/19/2013	149.36		016191		
I-569746	Supplies for LCRA Maint	R	9/19/2013	79.13		016191		
I-569871	Bolts & Screws for IT Dept	R	9/19/2013	6.30		016191		
I-569915	Supplies for LCRA Maint	R	9/19/2013	38.67		016191		
I-569943	Tube Patch for Waterpark	R	9/19/2013	2.68		016191		
I-570009	Epoxy, Bungee Cord for Maint	R	9/19/2013	25.25		016191		
I-570116	Breakers for Pedestals at LCRA	R	9/19/2013	24.40		016191		
I-570169	Sand Paper, Ear Plugs, WP	R	9/19/2013	9.07		016191		
I-570292	Ratchet, Tape for Pipelines	R	9/19/2013	49.00		016191		
I-570347	Elbow, Adapters for TP	R	9/19/2013	7.87		016191		
I-570510	Hardware for Waterpark Benches	R	9/19/2013	181.58		016191		
I-570526	Paste, Batteries for PL	R	9/19/2013	21.25		016191		
I-570821	Duct Tape, Sand Paper, WP	R	9/19/2013	33.16		016191		
I-570880	Plywood for DM Cabinet, Shelves	R	9/19/2013	62.38		016191		
I-570993	Surge Protectors for LCRA	R	9/19/2013	37.38		016191		
I-571172	Paint, Batteries for LCRA	R	9/19/2013	54.93		016191		
I-571471	Batteries, Fan for LCRA	R	9/19/2013	45.66		016191		
I-571473	Primer, Pens for Pipelines	R	9/19/2013	22.87		016191		
I-571607	Primer, Glue for Fish Ladder	R	9/19/2013	37.76		016191		
I-571639	Spray Paint, Bolts for TP	R	9/19/2013	10.75		016191		
I-571687	Gloves for Dist Maint	R	9/19/2013	14.66		016191		
I-571721	Thermometer for Telemetry	R	9/19/2013	15.13		016191		
I-571735	Markers for Pipelines	R	9/19/2013	19.10		016191		
I-571830	Paint & Masking Tape for DM	R	9/19/2013	7.42		016191		
I-571844	Rain Gutter Parts for Dist Mnt	R	9/19/2013	103.28		016191		
I-572110	Pipe Parts for Waterpark	R	9/19/2013	68.05		016191		
I-572239	Trowel, Air Filter for LCRA	R	9/19/2013	11.45		016191		
I-572463	Parts for Toilet Repair, E&M	R	9/19/2013	12.70		016191		
I-572508	Barb Wire for Fence Repairs	R	9/19/2013	78.25		016191		
I-572595	Parts to Repair Robles Gates	R	9/19/2013	22.62		016191		
I-572679	Silica Sand for Robles	R	9/19/2013	19.33		016191		
I-572720	Hardware for Waterpark	R	9/19/2013	63.21		016191		
I-572781	Shovels for LCRA Maint	R	9/19/2013	26.98		016191		
I-572973	Misc Supplies for Dist Maint	R	9/19/2013	41.23		016191		
I-573071	Shears, Wire Cutter for O&M CS	R	9/19/2013	36.45		016191		1,470.85

VENDOR SET: 01 Casitas Municipal Water D

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DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00144	BOB MONNIER							
I-Aug 13	Reimburse Mileage 8/13	R	9/19/2013	103.85		016195		103.85
02185	Oasis Technology Inc.							
I-0821132	Software Repair at TP	R	9/19/2013	250.00		016196		
I-0904133	Program/Test Modem, TP	R	9/19/2013	250.00		016196		500.00
00160	OILFIELD ELECTRIC CO, INC							
I-2012860	Breaker Repair at Rincon PP	R	9/19/2013	598.80		016197		598.80
00912	OJAI BUSINESS CENTER, INC							
I-8717	Copies-LCRA, Shipping-E&M	R	9/19/2013	109.85		016198		109.85
00165	OJAI LUMBER CO, INC							
I-1308635487	Plywood for Waterpark Benches	R	9/19/2013	195.39		016199		195.39
00884	OJAI TERMITE & PEST CONTROL							
I-102700	Yellow Jacket Treatment	R	9/19/2013	225.00		016200		225.00
00169	OJAI VALLEY SANITARY DISTRICT							
I-15817	Cust#20594	R	9/19/2013	155.91		016201		
I-15890	Cust#52921	R	9/19/2013	51.97		016201		207.88
01381	ONTRAC							
I-7771762	Refridgerated Sample to Biovir	R	9/19/2013	4.30		016202		4.30
02573	Pak-Rite, Ltd/The Pelican Stor							
C-32290A	Accrue Use Tax	R	9/19/2013	25.27CR		016203		
D-32290A	Accrue Use Tax	R	9/19/2013	25.27		016203		
I-32290	Pelican Cases for Movie Night	R	9/19/2013	336.95		016203		336.95
02187	Pitney Bowes Inc							
I-450399	Postage Meter Maint 3 mths	R	9/19/2013	322.00		016204		322.00
00823	POLYDYNE, INC.							
I-827699	Cationic Polymer for TP	R	9/19/2013	14,124.00		016205		14,124.00
01334	POWER MACHINERY CENTER							
I-W56325	PM Service, Club Car A	R	9/19/2013	59.23		016206		
I-W56326	PM Service, Club Car B	R	9/19/2013	59.23		016206		118.46
00184	POWERSTRIDE BATTERY CO, INC							
I-V582958	Sprayer for #267, Spray Rig	R	9/19/2013	78.35		016207		78.35

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01439	PRECISION POWER EQUIPMENT							
I-1973	Service Weedwacker, F Camp	R	9/19/2013	55.36		016208		
I-1974	Oil for LCRA Maint Equip	R	9/19/2013	74.12		016208		129.48
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-6172	Gas Tank Inspection, Main Yard	R	9/19/2013	210.00		016209		
I-6173	Gas Tank Inspection, LCRA	R	9/19/2013	210.00		016209		420.00
00405	R.J. THOMAS MFG. CO., INC.							
C-00162058A	Accrue Use Tax	R	9/19/2013	141.75CR		016210		
D-00162058A	Accrue Use Tax	R	9/19/2013	141.75		016210		
I-00162058	Trash Cans Lids for LCRA	R	9/19/2013	2,128.00		016210		2,128.00
00313	ROCK LONG'S AUTOMOTIVE							
I-9517	Headlamp Replace, #27, LCRA	R	9/19/2013	325.56		016211		
I-9597	Replace Transmission, #37 Maint	R	9/19/2013	2,770.32		016211		
I-9608	Lube, Oil, Filter, #42, PL	R	9/19/2013	439.94		016211		
I-9628	Service/Repair #34, Maint	R	9/19/2013	299.06		016211		3,834.88
02584	Rubber Neck Signs							
I-1221	Decals for New Vehicles	R	9/19/2013	245.16		016212		245.16
02344	ServiceMaster Building Mainten							
I-13953A	Janitor Services 9/13 Dist Ofc	R	9/19/2013	1,032.00		016213		1,032.00
02003	Sostre & Associates							
I-2322	CMS Fee & Website Hosting	R	9/19/2013	249.00		016214		249.00
10100	SPECIALTY MARINE, INC							
I-11140	Repair Rogue Boat, #135	R	9/19/2013	658.01		016215		658.01
00050	STATE OF CALIFORNIA - EDD							
I-L1256978496	Unemployment Liability	R	9/19/2013	7,759.00		016216		7,759.00
01147	SUPERIOR GATE SYSTEMS							
I-2980	Replace Battery on Canal Gate	R	9/19/2013	325.00		016217		325.00
02057	Swank Motion Pictures, Inc.							
I-RG1840547	Movie for Movie Night	R	9/19/2013	321.00		016218		321.00
01662	TYLER TECHNOLOGIES, INC.							
I-02576176	Backflow Module Maintenance	R	9/19/2013	1,809.37		016219		1,809.37

VENDOR SET: 01 Casitas Municipal Water D
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00225	UNDERGROUND SERVICE ALERT New Ticker Charges	R	9/19/2013	199.50		016220		199.50
01383	UNIFORM & ACCESSORIES WHSE Emergency Lights, LCRA Trucks	R	9/19/2013	332.44		016221		
	I-334227 Emergency Lights, LCRA Truck	R	9/19/2013	370.58		016221		703.02
00185	Univar USA Inc Chemicals for Waterpark	R	9/19/2013	1,124.21		016222		1,124.21
01600	VARIETY LIGHTING SUPPLY Light Bulbs for Santa Ana R/R	R	9/19/2013	53.32		016223		53.32
00246	VENTURA COUNTY AIR POLLUTION Permit for Main Yard Gas Tank	R	9/19/2013	551.00		016224		551.00
01232	VENTURA COUNTY SHERIFF'S OFFIC Security Services 8/9-10	R	9/19/2013	3,434.73		016225		3,434.73
01283	Verizon Wireless Monthly Credit Card Charges	R	9/19/2013	827.73		016226		
	I-9710966780A Tablet Computers for Standby	R	9/19/2013	1,328.22		016226		
	I-9710967488 LCRA Monthly Cell Charges	R	9/19/2013	257.74		016226		2,413.69
02592	Patrice Vernand Reimburse for Damaged Mailbox	R	9/19/2013	900.00		016227		900.00
01516	VISTA FORD OF OXNARD 2014 Ford Escape for Engin	R	9/19/2013	20,003.38		016228		
	I-091213 2013 Ford F150 for Lab	R	9/19/2013	16,934.38		016228		36,937.76
01396	VULCAN MATERIALS COMPANY Dump Asphalt for Pipelines	R	9/19/2013	100.00		016229		
	I-70052475 Cold Mix for Pipelines	R	9/19/2013	404.22		016229		504.22
02583	WageWorks FSA Admin Fee 8/13	R	9/19/2013	86.40		016230		86.40
00271	WEST COAST AIR CONDITIONING PM Service at District Office	R	9/19/2013	185.00		016231		
	I-S50580 Replace A/C Motor, LCRA	R	9/19/2013	625.00		016231		
	I-S50795 No Airflow at DO,Reset Monitor	R	9/19/2013	176.00		016231		986.00

VENDOR SET: 01 Casitas Municipal Water D

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DATE RANGE: 9/11/2013 THRU 9/19/2013

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02585	West Coast Switchgear Inc							
I-9132	Inspect,Clean,Test Breaker PP	R	9/19/2013	1,200.00		016232		1,200.00
1	Linda Aldous							
I-000201309060751	TS Refund	R	9/19/2013	5.80		016233		5.80
1	Michael G Berger							
I-000201309060750	TS Refund	R	9/19/2013	70.00		016234		70.00
1	Albert W Kelley III							
I-000201309060749	TS Refund	R	9/19/2013	85.00		016235		85.00
1	Wayne R Maynard							
I-000201309060748	TS Refund	R	9/19/2013	105.00		016236		105.00
00124	ICMA RETIREMENT TRUST - 457							
I-CUI201309170752	457 CATCH UP	R	9/19/2013	634.61		016237		
I-DCI201309170752	DEFERRED COMP FLAT	R	9/19/2013	2,855.76		016237		
I-DI%201309170752	DEFERRED COMP PERCENT	R	9/19/2013	85.53		016237		3,575.90
01960	Moringa Community							
I-MOR201309170752	PAYROLL CONTRIBUTIONS	R	9/19/2013	16.75		016238		16.75
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201309170752	457 CATCH UP	R	9/19/2013	864.53		016239		
I-DCN201309170752	DEFERRED COMP FLAT	R	9/19/2013	3,757.84		016239		4,622.37
00180	S.E.I.U. - LOCAL 721							
I-COP201309170752	SEIU 721 COPE	R	9/19/2013	9.50		016240		
I-UND201309170752	UNION DUES	R	9/19/2013	575.50		016240		585.00
00230	UNITED WAY							
I-UWY201309170752	PAYROLL CONTRIBUTIONS	R	9/19/2013	45.00		016241		45.00
00128	INTERNAL REVENUE SERVICE							
I-T1 201309170752	Federal Withholding	D	9/19/2013	22,164.17		091931		
I-T3 201309170752	FICA Withholding	D	9/19/2013	21,490.08		091931		
I-T4 201309170752	Medicare Withholding	D	9/19/2013	5,430.88		091931		49,085.13
00049	STATE OF CALIFORNIA							
I-T2 201309170752	State Withholding	D	9/19/2013	7,803.21		091932		7,803.21
00187	CALPERS							
I-PBB201309170752	PERS BUY BACK	D	9/19/2013	66.87		091933		
I-PEB201309170752	PEBRA EMPLOYEES PORTION	D	9/19/2013	131.33		091933		
I-PER201309170752	PERS EMPLOYEE PORTION	D	9/19/2013	9,919.17		091933		
I-PRB201309170752	PEBRA EMPLOYER PORTION	D	9/19/2013	131.33		091933		
I-PRR201309170752	PERS EMPLOYER PORTION	D	9/19/2013	12,247.51		091933		22,496.21

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
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	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	120	189,792.52	0.00	189,792.52
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	79,384.55	0.00	79,384.55
EFT:	0	0.00	0.00	0.00
NON CHECKS:	1	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:	124	269,177.07	0.00	269,177.07
BANK: AP	TOTALS:		124	269,177.07	0.00	269,177.07
REPORT TOTALS:			127	269,177.07	0.00	269,177.07

**IT CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: NEIL COLE, PRINCIPAL CIVIL ENGINEER
SUBJECT: ADOPT RESOLUTION TO AWARD CONTRACT-VILLANOVA RESERVOIR REPAIR AND INTERIOR COATING, SPECIFICATION 13-367
DATE: SEPTEMBER 18, 2013

RECOMMENDATION:

It is recommended that the Board of Directors adopt the resolution accepting the proposal submitted by the lowest responsible bidder and award the contract for the construction of the Villanova Reservoir Repair and Interior Coating, Specification 13-367 to Paso Robles Tank Inc. of Paso Robles in the amount of \$656,650.00. It is further recommended that the President of the Board execute the agreement for said work, authorize staff to proceed with the administration of the contract, and authorize the General Manager to approve reasonable and justifiable change order up to \$100,000 for the Villanova Reservoir Project.

BACKGROUND AND DISCUSSION:

The Villanova Reservoir was built in 1958 and the interior has not been recoated since. The Reservoir is in need of repairs and interior coating. This project will repair the roof structure, provide for new inlets and outlets to the reservoir, provide a new interior ladder, improve seismic capacity, repair/replace corroded components and coat the interior.

The project was advertised through F.W. Dodge and on the District's web site. 8 bidders completed the non mandatory job walk. Ten firms submitted proposals. The proposal results are

FIRM	AMOUNT
Paso Robles Tank Inc.	\$656,650.00
Olympus & Associates	\$697,821.00
Crosno Construction	\$728,090.00
Utility Service Company	\$778,000.00
Advanced Industrial Services, Inc.	\$799,925.00
Pacific Titan Inc.	\$883,193.00
Farr Construction Corp.	\$889,625.00
Industrial Coating & Restoration	\$894,000.00
Abhe & Svoboda, Inc.	\$1,883,414.00
J. Colon Coatings	\$1,908,900.00

Paso Robles Tank Inc. has successfully completed several similar projects for the District. Paso Robles Tank Inc. contractor's license is current and active.

This project is Categorically Exempt from the California Environmental Quality Act under Section 15301 Existing Facilities.

The Engineer's estimate to complete the Villanova Reservoir Repairs and Interior Coating was \$1 million. The FY 2013-14 Budget allocated \$1,035,000 for the completion of this project. This puts the

cost to repair and coat the reservoir \$378,350.00 **under budget**. The full extent of the required repairs to the inside of the reservoir will not be known until the reservoir interior is cleaned and sandblasted. This reservoir is a key component in Casitas water transmission system and needs to be back in service as soon as possible. To minimize any delays, Casitas staff is recommending that that the Board authorizes the General Manager to approve change orders for repairs up to a total of \$100,000 without prior Board approval. Casitas staff will provide updates to the Board on any approved change orders at the next available board meeting.

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION AWARDING A CONTRACT
FOR THE VILLANOVA RESERVOIR REPAIRS & INTERIOR COATING
SPECIFICATION 13-367**

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

WHEREAS, the Villanova Reservoir is a critical component in the District's water transmission system, and

WHEREAS, the District received ten bids, with the lowest responsive bid submitted by Paso Robles Tank, Inc. in the sum of \$656,650.00 and

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

1. That the bid from Paso Robles Tank, Inc. in the amount of \$656,650.00 be accepted for the Villanova Reservoir Repairs & Interior Coating, Specification 13-367 and a contract awarded.
2. That the General Manager is authorized to approve change orders up to a total of \$100,000 on this project.
3. That staff is hereby authorized and directed to proceed with the administration of the contract.

ADOPTED this _____ day of _____, 2013.

President,
Casitas Municipal Water District

ATTEST:

Secretary,
Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: September 6, 2013
 TO: Steve Wickstrum, General Manager
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report for July 2013

Visitation Numbers

The following is a comparison of visitations* for July 2013:

	July 2012	July 2013	June 2013
Visitor Days	109,868	95,420	71,852
Camps	10,046	10,238	4,725
Cars	27,467	23,855	17,963
Boats	337	273	343
Kayaks & Canoes	8	3	7

Fiscal Year to Date Visitation	
2012/2013	109,868
2013/2014	95,420
% Change	-13.15

*The formulas for calculating the above attendance figures derived from the daily cash reports are as follows:

Visitor Days =

Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles X 4

Camps =

Campsites occupied + extra vehicles

Cars =

Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles

Boats=

Daily boats + overnight boats + annual decals + replacement decals

Kayaks & Canoes =

Daily kayaks and canoes + overnight kayaks and canoes + annual kayaks and canoes

Staff will discuss the visitation reporting manner with the Recreation Committee and address any changes they would like in this monthly report for the Board. Separately the above formula will continue to be used for the Bureau of Reclamation’s annual report. The above formula has been used consistently for decades to calculate visitation numbers. In 2011 staff contacted Bureau of Reclamation liaison, Jackie Collins, to confirm the use of the formula since the Recreation Management Agreement 11-LC-200216 requires an annual report of visitation numbers to the BOR every January. Mr. Collins confirmed that this was the formula they wanted used for visitation number calculations.

Boating

There were 14 cables sold for new inspections, three were re-inspected and a total of 598 boats were retagged. Four boats failed the first inspection.

Night fishing from shore was July 18, 19 and 20.

Moonlight fishing from boats was held on Saturday June 29.

Administration

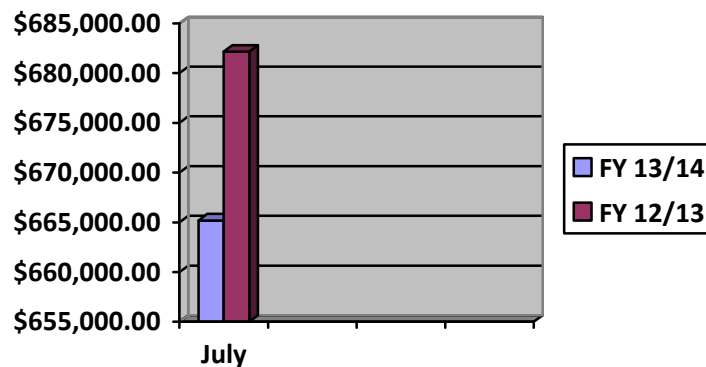
The Jr. Explorer Program continued on July 6th with guest speaker Bob Wisma, Ventura County Animal Services. Nine youth and 7 adults attended. The second day of the program, July 7th attracted 10 participants for the nature walk. The first annual Carp Rodeo was held July 13. Scott Stanford won the grand prize. A free movie, The Great Outdoors, attracted about 130 spectators and the July 27 Astronomy Night had an estimated attendance of 175.

Incidents

Incidents in the month of July that required assistance from outside agencies included seven medical calls, a suspicious suspect carrying a weapon, two separate occasions of possible shots fired, two separate reports of missing minors, a domestic dispute, vandalism to a unit, motorcycle incident involving a deer, and two evictions.

Revenue Reporting

The figures below illustrate all Lake Casitas Recreation Area’s revenue collected in the respective month (operations, concessions, Water Adventure, etc.) per the District’s Financial Summary generated by the Finance Manager.



CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: September 10, 2013
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Executive Committee Meeting of September 10, 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
Ron Merckling, Water Conservation and Public Affairs Manager
2. **Public Comments.** None.
3. **Board/Manager comments.**
Director Word stated that he is encouraging attendance at the AWA Reception to be held on September 26th at the Regan Library.

The General Manager reported that there was a minor sewage spill from Shower house J over the weekend. The problem may be caused by tree roots in the leach field. No sewage or shower water reached the lake during the incident and all protocols for cleanup and decontamination were followed by staff.
4. **Legislative Updates.**
The Committee was informed that AB 145, the proposal to move the Division of Drinking Water from the Health Department to the State Water Resource Control Board, had been amended into AB 1393. This new bill proposed to move only the administration of the State Revolving Fund to the State Water Resource Control Board.
5. **ACWA Committee Appointment Nominations.**
The General Manager shared ACWA's request for nominations with the Committee. The Committee suggested that this request be provided to the Board of Directors.
6. **Discussion regarding modifications to the Board Agenda format.**
The Committee discussed various revisions to the Board agenda format. The main change recommended was to place the committee minutes in the agenda as information. Director Word also suggested more frequent placement of items in the consent agenda. The review of bills will continue in the same manner.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: September 20, 2013
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Finance Committee Meeting of September 20, 2013

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Bergen and Director Kaiser
General Manager Steve Wickstrum
Accounting Manager and Treasurer Denise Collin
2. **Public comments.** None.
3. **Board/Management comments.**
The General Manager informed the Committee of a purchase order request by Recreation staff for the replacement of a riding mower, unbudgeted expense in the amount of \$2,499 that will need the approval consideration of the Board of Directors.

The General Manager informed the Committee that staff is purchasing two motor mutes to lessen the noise generated at the Ojai 4(M) and Upper Ojai Pump Plants. The two motor mutes will be installed and tested for performance, and if successful, additional motor mutes will be purchased and installed. The General Manager has directed staff to proceed immediately with obtaining the motor mutes.

The Committee discussed the recent letter from the City of Ventura concerning the rental charges that are associated with the 1995 Agreement for water service. The General Manager will provide the City an appropriate response.
4. **Review of the Financial Statement for August 2013.**
The Committee reviewed the financial statement for August 2013. The Committee reviewed the expenditures in various work sections of the District.
5. **Review of the Water Consumption for August 2013.**
The Committee reviewed the water consumption numbers for August 2013. The upward trending water demand is indicative of the dry weather pattern and depleted groundwater basins, transferring the demand to the Lake Casitas supply. The committee clarified the reason for a smaller number in the Residential classification for August – bi-monthly billing of residential in August covers less residential customers than July and September.

6. **Villanova Reservoir Valve Replacements.**
The Committee discussed the direction of the General Manager to inform Finance Committee members and the rare need to move on situations to avoid unintended consequences. This is an action that the General Manager rarely use, except in cases of emergency or when it is recognized that unintended consequences can be avoided. The Committee agreed with the action and discussed further discussed the project preparation work that is being conducted for the Villanova Reservoir project.
7. **Bids on the Villanova Reservoir Interior Coating Project.**
The District has received ten bids for the Villanova Reservoir Project and will bring the recommendation to the Board of Directors for consideration of the bid award.
8. **Discussion regarding Change Order Approval Authority for the Villanova Reservoir Project.**
The Committee discussed the staff and General Manager's recommendation to provide a temporary adjustment to change order approvals by the General Manager for the Villanova Reservoir Project. There may be a need for one or more change orders that could arise from the metal work on the roof structure of the Villanova Reservoir, and this change order would need timely approvals in order to not impede the progress of the Project. A change order for additional metal work is primarily dependent upon the amount of corrosion that is discovered during the sand blasting the metal roof structure. The change order could exceed the \$20,000 authorization limit of the General Manager. If at any time during the Villanova Project a change order request is over the \$20,000 authorization, the change order would be reported immediately to the Board. The Committee will move this consideration of approval to the Board of Directors.
9. **Discussion regarding the purchase of EZ GO carts for Lake Casitas Recreation Area.**
The Lake Casitas Recreation Area is concluding the term of three leased electrically powered maintenance carts in October 2013 and staff has determined that the purchase of three new carts is in the best interest of the LCRA operations. The cost for the three carts is \$23,816.63, which is above the approval authority of the General Manager. The consideration to approve the purchase order is to be moved the Board of Directors.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: September 17, 2013
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Water Resources Committee Meeting of September 16, 2013

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.** Director Baggerly and Director Bergen.
General Manager Steve Wickstrum
Staff – Ron Merckling
2. **Public Comments.** None.
3. **Board Comments.** None.
4. **Manager Comments.** None.
5. **Ventura River County Water District service area adjustments.**
The General Manager reported to the Committee that he met with Mr. Bert Rapp, General Manager for Ventura River County Water District, to review the proposed adjustments to VRCWD service area. There are three specific parcels that Mr. Rapp has asked Casitas to consider releasing to VRCWD. The Committee discussed the merits and issues with the transfer of three separate properties to the VRCWD. The General Manager will investigate further the parcel owner desires to be transferred to VRCWD and bring a recommendation to the Board for consideration.-
6. **Update on the Water Efficiency and Allocation Program.**
The General Manager reported on staff's progress in revising the Program. The Committee discussed various approaches to attaining water use reduction goals.



Association of California Water Agencies
Leadership · Advocacy · Information Since 1910

MEMORANDUM

August 8, 2013

**TO: ACWA MEMBER AGENCY BOARD PRESIDENTS
ACWA MEMBER AGENCY GENERAL MANAGERS**

FROM: RANDY RECORD, ACWA PRESIDENT

**SUBJECT: ACWA COMMITTEE APPOINTMENT NOMINATIONS
FOR THE 2014-2015 TERM**

PLEASE RESPOND BY SEPTEMBER 30, 2013

Committees are an integral part of ACWA's activities and policy development. The end of the current committee term is fast approaching and it is time again to request committee nominations from ACWA members. New officers (President/Vice President) will be elected at the fall conference by the general membership, so it is time to prepare to reconstitute all committees for the 2014-2015 term.

In submitting names for consideration, please do so with the understanding that committees need active, involved individuals able to expend the time and provide their expertise if appointed. **Please keep in mind that the district is responsible for all costs associated with the participation of its representatives on committees.**

An important part of helping committees function as effectively as possible is attendance. ACWA's bylaws state, "Two consecutive, unexcused absences from an ACWA **limited** committee shall constitute a resignation and a replacement will be named as soon as possible." Also, those with a record of repeated, excused absences will be reviewed and considered for replacement.

The following information is enclosed in this packet.

- ACWA Policy Committee Guidelines
- ACWA Committee Purposes and Responsibilities
- Committee attendance records (only for limited committees)
- Committee consideration form (before you begin, please make extra copies)
- *Sample* committee consideration form

Committee Appointments

Page 2

- Current agency committee representation (if you receive a blank report, this indicates your agency has no committee representation)
- Committee timeline

All correspondence and forms regarding committee appointments must be in to the ACWA office no later than **September 30, 2013** to be eligible for consideration. Committee appointments will be made by the incoming ACWA president in December. Please contact Paula Quinn at (916) 441-4545 or paulaq@acwa.com, if you have any questions concerning the committee appointment process.

We appreciate your timely attention to this matter.

Enclosures

RR:pq

**ACWA POLICY
COMMITTEE GUIDELINES
Revised May 21, 2013**

GENERAL COMMITTEES

1. All committees of the Association shall strive to provide continuity in leadership, shall geographically distribute membership and shall ensure all regions are adequately represented.
2. All committee chairs, vice chairs, and members shall be appointed by the president, and shall serve for a term to coincide with that of the president.
3. Nominations for committee appointments shall be made in writing by members for consideration by the region chair and vice chair. If an agency chooses to designate a representative other than a director or salaried staff member, written confirmation to that effect must be received in the ACWA office prior to appointment consideration. Nomination forms (aka Committee Consideration Form) can be obtained from the Association office or on-line at www.acwa.com.
 - a. Where membership on a given ACWA committee is limited, only one representative from an agency may be appointed. Since we do not count the chairperson in the maximum count, then one person could be on the committee that is from the same agency as the chairperson. Other individuals representing an agency may serve on subcommittees of that committee.
 - b. Unlimited committees may have more than one representative from an agency on their committees.
4. The committee chairperson shall:
 - a. chair all meetings of the committee;
 - b. submit a written report regarding committee activities for all meetings of the Board of Directors (with assistance from the ACWA staff committee liaison).
 - c. pre-schedule meetings and check the ACWA calendar to foster total committee member attendance and avoid conflicts.

The vice chairperson shall assume those duties in the chairperson's absence.

5. All committee appointments are made by the ACWA president following recommendations submitted by the region chairs and vice chairs. The appointments are for two years and run simultaneously with the board term. Committee chairpersons may appoint subcommittees as necessary to carry out the committee responsibilities. **<The subchair must be a member of the full committee, subcommittee members do not need to be a member of the full committee.>**

ACWA COMMITTEES

PURPOSES AND RESPONSIBILITIES

IMPORTANT COMMITTEE INFORMATION

ATTENDANCE REQUIREMENTS FOR LIMITED COMMITTEES:

Two consecutive, unexcused absences from an ACWA limited committee shall constitute a resignation and a replacement will be named as soon as possible. Travel required to any area of the state where a committee meeting is being held, and lack of a travel budget will not constitute an excused absence.

****NOTE:** When a committee member is “unable” to attend a meeting and has asked for an excused absence in advance of the meeting, they may send a representative from their agency for monitoring purposes only. However, the committee member will still be recorded with an excused absence from the meeting. The representative does not have a voting right.**

STATE LEGISLATIVE COMMITTEE ONLY: The State Legislative Committee will allow a member of the committee with an excused absence to designate an alternate. The committee member will be required to secure the concurrence of the appropriate ACWA Region Chair for the alternate. The committee member should provide the name of the alternate to ACWA's Director of State Relations prior to the committee meeting. The alternate will be authorized to fully participate in all discussions of the committee and to vote on issues before the committee. Committee members, including alternates, act on behalf of the region for which they were appointed to represent.

GRASSROOTS OUTREACH:

As a member of the committee, you will be enrolled as an active participant in ACWA's Grassroots Outreach Program. See ACWA's website for more information on the grassroots outreach program which supports ACWA's legislative and regulatory efforts.

COMMITTEE VACANCIES WILL NOT BE FILLED AFTER THE SPRING CONFERENCE OF AN UPCOMING ELECTION YEAR.

BLUE INDICATES BYLAW COMMITTEE LANGUAGE.

COMMUNICATIONS COMMITTEE - *STANDING/LIMITED (40 MAXIMUM)*

ACWA COMMITTEE STAFF LIAISON: LISA LIEN-MAGER

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- Two at the Sacramento office between conferences

The purpose of the ACWA Communications Committee is to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association. Programs are crafted to support ACWA and its members' positions on legislative, regulatory, and policy issues.

The committee is responsible for developing and updating a comprehensive communications plan for ACWA. The committee promotes the development and implementation of sound public information and education programs and practices among member agencies. It prepares materials that can be duplicated or used by member agencies for their local public information/education efforts. The committee also provides guidance to ACWA's Communications Department.

ENERGY COMMITTEE – *STANDING/UNLIMITED*

ACWA COMMITTEE STAFF LIAISON: ABBY SCHNEIDER

MEETINGS ARE HELD 2 TIMES A YEAR

- One at both the Fall and Spring conferences

The purpose of the Energy Committee is to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. Work with staff in developing and making recommendations to the Board of Directors regarding:

- ♦ Programs to assure an adequate power supply for member agencies, including energy, availability, pricing, distribution and hydro generation
- ♦ Policy recommendations relating to the development of new power sources
- ♦ Recommended positions regarding state and federal legislation to the State Legislative and Federal Affairs Committees
- ♦ Assistance with the development, direction and work associated with representation before the Public Utilities Commission, the Federal Energy Regulatory Commission and other regulatory agencies dealing with energy
- ♦ Educate members on all energy matters having impact on their operations

FEDERAL AFFAIRS COMMITTEE - *STANDING/LIMITED (5 PER REGION)*

ACWA COMMITTEE STAFF LIAISON: DAVID REYNOLDS

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- Two between conferences (Jan & Sept) in the Sacramento office
- DC Conference ~ Attendance is not REQUIRED, but STRONGLY encouraged

The purpose of the Federal Affairs Committee is to review all federal legislative proposals and regulatory proposals affecting members of the Association, after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one and no more than five individuals from each region. Coordinates with other ACWA committees regarding their input on any issues directly related to federal issues before both Congress and the Federal administrative branches.

The committee currently has four separate subcommittees. Committee members have the opportunity to sign-up for as many of the subcommittees as they want, plus being supplemented by other members with interest in a focused area. The subcommittees with areas of responsibility are:

- ♦ Drinking Water & Energy Subcommittee: Responsible for the oversight and policy direction on Environmental Protection Agency and Energy-Water Nexus.
- ♦ Water Supply Subcommittee: Responsible for oversight and policy direction on the Safe Drinking Water Act and Endangered Species Act.
- ♦ Infrastructure & Agriculture Subcommittee: Responsible for oversight and policy direction on the Clean Water Act, and agricultural issues.
- ♦ Finance, Technology & Research Subcommittee: Responsible for oversight and policy direction on financing water infrastructure legislation.

FINANCE COMMITTEE - *STANDING/LIMITED (2 PER REGION – 1 SPOT IS FILLED BY REGION CHAIR OR VICE CHAIR; OTHER SPOT IS FILLED BY A REPRESENTATIVE FROM REGION WITH EXPERIENCE IN FINANCIAL MATTERS)*

ACWA COMMITTEE STAFF LIAISON: FILI GONZALEZ

MEETINGS ARE HELD APPROXIMATELY 4-5 TIMES A YEAR

- One at both the Fall and Spring conferences
- All other meetings are held in the Sacramento office

The purpose of the Finance Committee is to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. Makes recommendations to the Board of Directors regarding annual budgets, investment strategies, annual audits and the selection of the auditor, the dues formula and schedules and other financial matters that may come before the committee. Each committee member will be expected to serve on at least one of the subcommittees, which are:

- ♦ Audit Subcommittee
- ♦ Budget Subcommittee
- ♦ Investment Subcommittee
- ♦ Revenue Subcommittee
- ♦ Education Subcommittee

GROUNDWATER COMMITTEE - *STANDING/UNLIMITED*
ACWA COMMITTEE STAFF LIAISON: TO BE ASSIGNED

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- One in Northern California between conferences
- One in Southern California between conferences

The purpose of the Groundwater Committee is to recommend policies and programs to the Board of Director and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. Monitors state and federal regulations and legislation that could affect the quality or quantity of groundwater, conducts studies, develops policies regarding the management of groundwater and coordinates with other ACWA committees on issues directly related to groundwater.

Committee members are expected to participate in a variety of activities including writing legislation, preparing comments for state or federal hearings on groundwater issues, developing programs for workshops and conferences, and providing input on state and federal legislation.

PERSONNEL AND BENEFITS COMMITTEE - *STANDING/LIMITED ~ (2 PER REGION)*
ACWA COMMITTEE STAFF LIAISON: PAULA QUINN

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- Two in the Sacramento office

The purpose of the Personnel and Benefits Committee is to review, on a regular basis, membership salary survey, retirement issues, and other personnel, benefits, and administrative issues pertinent to the management

of members of the Association. Works with staff in developing, reviewing and making recommendations to the Board of Directors regarding the following:

- ♦ Sponsor special studies on personnel-related problems and issues
- ♦ Sponsor safety programs for risk management or workers' compensation claims
- ♦ Define the scope of any audit to be performed by an independent actuary, as needed
- ♦ Gather, develop and publish comparative data on salary ranges, employee benefits and other personnel and administrative data pertinent to the management of member agencies

LEGAL AFFAIRS COMMITTEE - *STANDING/LIMITED (45 MAXIMUM)*

ACWA COMMITTEE STAFF LIAISON: WHITNIE WILEY

MEETINGS ARE HELD APPROXIMATELY 2-3 TIMES A YEAR

- One at both the Fall and Spring conferences
- As needed in between the conferences

The purpose of the Legal Affairs Committee is to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to members of the Association, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to members of the Association and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 35 and 45 attorneys, each of whom shall be, or act as, counsel for a member of the Association, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statues, etc. The committee's primary purpose is to support the mission of the Association, and more particularly, to deal with requests for assistance involving legal matters of significance to ACWA member agencies, water rights matters, proposed ACWA bylaw revisions, etc. The committee also works with staff to produce publications to assist water agency officials in complying with applicable state and federal laws. The committee's areas of responsibility include:

- ♦ Amicus curia filings on important cases
- ♦ Commenting on proposed regulations and guidelines of state agencies such as Fair Political Practices Commission regulations or opinions and CEQA implementation guidelines
- ♦ Entering a suit as primary litigant
- ♦ Dealing with any water rights matters of interest to member agencies

- ♦ Reviewing all proposed ACWA bylaws for technical competence and consistency with the nonprofit corporation law and other bylaws

LOCAL GOVERNMENT COMMITTEE - *STANDING/LIMITED (3 PER REGION)*

ACWA COMMITTEE STAFF LIAISON: WENDY RIDDERBUSCH

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- Two in between the conferences in the Sacramento office

The purpose of the Local Government Committee is to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California.

- ♦ Recommends policies to the State Legislative Committee and the Board of Directors on matters affecting water agencies as a segment of local government in California, such as planning issues and local government organization and finance
- ♦ Plans and presents a program at each ACWA conference relating to local governance issues affecting water agencies
- ♦ Gathers data and disseminates information on the value of special districts
- ♦ Disseminates information promoting excellence in service delivery
- ♦ As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

MEMBERSHIP COMMITTEE - *STANDING/UNLIMITED*

ACWA COMMITTEE STAFF LIAISON: TIFFANY GIAMMONA

MEETINGS ARE HELD 2 TIMES A YEAR

- One at both the Fall and Spring conferences

The purpose of the Membership Committee is to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. Takes any suggestions regarding ACWA policy to the ACWA Board of Directors for approval, meets to review and make recommendations regarding membership eligibility and all membership applications; assists the staff with the development of recruitment and retention programs and reviews and makes recommendations regarding an equitable dues structure to the ACWA Finance Committee.

STATE LEGISLATIVE COMMITTEE - *STANDING/LIMITED (4 PER REGION)*

ACWA STAFF LIAISON: WENDY RIDDERBUSCH

MEETINGS ARE HELD APPROXIMATELY 10-12 TIMES A YEAR

- Every three weeks during Session in the Sacramento Office
- One planning meeting at the end of the year in the Sacramento Office

The purpose of the State Legislative Committee is to review all state legislative proposals affecting members of the Association and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's legislative program. Sets state legislative policy for the Associations. Committee members are responsible for reading relevant legislation, developing positions, working with staff to draft appropriate amendments to bills, providing input to the ACWA Board of Directors, and directing ACWA legislative staff on legislative matters.

WATER MANAGEMENT COMMITTEE - *STANDING/LIMITED (4 PER REGION)*

ACWA COMMITTEE STAFF LIAISON: DAVE BOLLAND

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- Two between conferences in the Sacramento office

The purpose of the Water Management Committee is to recommend policy and programs to the Board of Directors on any area of concern in water management. Work with staff in developing and making recommendations to the Board of Directors regarding policy and programs on significant areas of concern in water management, review and recommend positions regarding legislation and regulations as requested by other committees.

The committee is also responsible for the gathering and dissemination of information regarding management of agricultural and domestic water, conjunctive use, water management and conservation activities, development and use of water resources, and wastewater treatment and its reclamation and reuse.

WATER QUALITY COMMITTEE - *STANDING/UNLIMITED*

ACWA COMMITTEE STAFF LIAISON: TO BE ASSIGNED

MEETINGS ARE HELD BY SUBCOMMITTEES

Safe Drinking Water Subcommittee meets 4 times a year

- One at both Fall and Spring conferences
- One in Northern California between conferences
- One in Southern California between conferences

Clean Water Subcommittee meets 3 times a year

- One at both the Fall and Spring conferences

ACWA COMMITTEES
PURPOSES AND RESPONSIBILITIES

PAGE 8

The purpose of the Water Quality Committee is to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested members of the Association to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. This committee was established to recommend policy and programs to the Board of Directors, State Legislative Committee and/or Federal Affairs Committee; promote cost effective state and federal water quality regulations affecting both agricultural and domestic water agencies; and provide a means for members to work together to develop and present unified comments on water quality regulations, as well as to coordinate with other organizations. The ACWA bylaws provide authority to the committee to develop and recommend ACWA positions and testimony on water quality regulatory issues.

Revised: May 21, 2013

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
09/19/13**

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 Farm CR BK	31331VK96	06/30/2014	\$963,087.68	\$963,648.84	5.650%	04/01/2013	5.96%	281
*TB	Federal Home Loan Bank	313379EE5	06/14/2019	\$1,387,379.25	\$1,324,822.50	1.625%	10/03/2012	8.19%	2065
*TB	Federal Home Loan Bank	3133XFKF2	06/11/2021	\$729,095.49	\$668,416.00	5.625%	01/16/2013	4.13%	2782
*TB	Federal Home Loan Bank	3133XKTV7	06/13/2014	\$966,870.09	\$967,379.05	4.875%	04/01/2013	5.98%	264
*TB	Federal Home Loan Bank	3133XLWN1	09/12/2014	\$975,395.66	\$975,532.80	5.250%	04/01/2013	6.03%	353
*TB	Federal Home Loan Bank	3133XSP930	12/13/2013	\$702,978.17	\$704,991.00	3.125%	07/01/2010	4.36%	84
*TB	Federal Home Loan Bank	3133XWNB10	06/12/2015	\$710,662.84	\$730,681.00	2.875%	07/01/2010	4.52%	623
*TB	Federal Home Loan Bank	3134A4VG60	11/17/2015	\$742,492.12	\$764,421.00	4.750%	07/19/2010	4.73%	778
*TB	Federal Home Loan Bank	3134G34WJ	08/28/2014	\$998,465.84	\$998,904.27	0.375%	04/01/2013	6.17%	339
*TB	Federal Home Loan MTG Corp	3135G0ES80	11/15/2016	\$692,328.47	\$692,657.62	1.375%	03/12/2012	4.28%	1136
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,151,211.28	\$1,153,210.00	5.125%	01/03/2012	7.13%	1498
*TB	Federal Home Loan MTG Corp	3137EABS70	09/27/2013	\$700,405.98	\$700,630.00	4.125%	07/01/2010	4.33%	8
*TB	Federal Home Loan MTG Corp	3137EACD90	07/28/2014	\$708,583.76	\$716,618.00	3.000%	07/01/2010	4.43%	309
*TB	Federal Home Loan MTG Corp	3137EADB2	01/13/2022	\$209,739.14	\$192,486.00	2.375%	02/11/2013	1.19%	2994
*TB	Federal Natl MTG Assn	31398AYY20	09/16/2014	\$709,432.11	\$719,971.00	3.000%	07/01/2010	4.45%	357
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/2018	\$1,130,193.98	\$1,190,792.31	1.375%	07/06/2010	7.36%	1736
*TB	US Treasury Notes	912828JW10	12/31/2013	\$700,753.50	\$702,842.00	1.500%	07/01/2010	4.34%	102
*TB	US Treasury Notes	912828LZ10	11/30/2014	\$705,020.18	\$716,296.00	2.125%	07/01/2010	4.43%	431
*TB	US Treasury Inflation Index NTS	912828MF40	01/15/2020	\$1,115,189.42	\$1,181,725.91	1.375%	07/01/2010	7.30%	2276
Accrued Interest					\$110,939.34				
Total in Gov't Sec. (11-00-1055-00&1065)				\$15,999,285	\$16,176,965			88.17%	
Total Certificates of Deposit: (11.13506)				\$0	\$0			0.00%	
**	LAIF as of: (11-00-1050-00)		N/A	\$445	\$445	0.35%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,170,476	\$2,170,476	0.65%	Estimated	11.83%	
TOTAL FUNDS INVESTED				\$18,170,205	\$18,347,885			100.00%	
Total Funds Invested last report				\$18,178,595	\$18,281,510				
Total Funds Invested 1 Yr. Ago				\$14,526,168	\$14,898,116				
****	CASH IN BANK (11-00-1000-00) EST.			\$2,223,567	\$2,223,567				
	CASH IN Western Asset Money Market			\$0	\$0	0.010%			
	CASH IN PIMMA Money Market			\$0	\$0	0.000%			
TOTAL CASH & INVESTMENTS				\$20,393,772	\$20,571,452				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$17,850,620	\$18,222,568				

- *CD CD - Certificate of Deposit
- *TB TB - Federal Treasury Bonds or Bills
- ** Local Agency Investment Fund
- *** County of Ventura Investment Fund
- Estimated interest rate, actual not due at present time.
- **** Cash in bank

No investments were made pursuant to subdivision (i) of Section 53601, Section 53601.1 and subdivision (i) Section 53635 of the Government Code.
All investments were made in accordance with the Treasurer's annual statement of investment policy.