

# Board Meeting Agenda

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

Pete Kaiser, Director  
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT  
May 28, 2014  
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 (items not on the agenda – three minute limit).
2. General Manager comments.
3. Board of Director comments.
4. Consent Agenda
  - a. Minutes of the May 14, 2014 meeting.
  - b. Resolution authorizing membership in the State Water Contractors, Inc. and payment of the Bay Delta Dues in the amount of \$33,003 for fiscal year 2014-2015.
  - c. Recommend approval of the Engagement letter with Charles Z. Fedak & Company for auditing services for fiscal year ending June 30, 2014.

RECOMMENDED ACTION: Adopt Consent Agenda

5. Bills
6. Recommend approval of funding in the amount of \$13,990.53 for grant application for the Prop 84 Drought Relief IRWM Grant Project Proposal Development for the Lake Casitas Aeration Project.

RECOMMENDED ACTION: Motion approving recommendation

7. Recommend approval of a purchase order to Aeroacoustic Engineering Consultants in the amount of \$21,525 plus tax and shipping for the purchase of three motor mute-girdles for the 4m Pump Plant and Upper Ojai Pump Plant.

RECOMMENDED ACTION: Motion approving recommendation

8. Recommend approval of a purchase order to Evans Excavating in the amount of \$33,850.00 for Robles-Canal Road Banks Repair and Compaction.

RECOMMENDED ACTION: Motion approving recommendation

9. Recommend approval of a purchase order to Rayco Roofing Contractors Inc. in the amount of \$27,816 for the roof repair and painting at Matilija #2 Chlorination Building and approval of \$6,500 for asbestos removal if needed.

RECOMMENDED ACTION: Motion approving recommendation

10. Information Items:

- a. Finance Committee Minutes.
- b. Water Resources Committee Minutes.
- c. Recreation Area Report for April, 2014.
- d. E-mail regarding attendance at Native Plant workshop.
- e. Report from staff on attendance at Cla-Val class.
- f. Letter from Federal Energy Regulatory Commission regarding quagga mussels in Lake Piru and Piru Creek.
- g. Letter from National Marine Fisheries Service in response to inquiry regarding possibility intrusion of quagga mussels into the Santa Clara River.
- h. Investment Report.

11. Closed Session

- a. Conference with Labor Negotiators (Government Code Sec. 54957.6).  
Agency Designated Representative: Rebekah Vieira  
Employee Organization: Management
- b. Conference with Legal Counsel – Anticipated Litigation (subdivision (b) of Section 54956.9, Government Code). One case.

12. Adjournment

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

Minutes of the Casitas Municipal Water District  
Board Meeting Held  
May 14, 2014

A meeting of the Board of Directors was held May 14, 2014 at Casitas' Office, Oak View, California. Directors Hicks, Bergen, Kaiser, Baggerly and Word were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were five staff members and one member of the public in attendance. President Hicks led the group in the flag salute.

1. Public Comments (items not on the agenda – three minute limit).

None

2. General Manager comments.

Mr. Wickstrum reported that the Casitas Water Adventure will hold its soft opening this Friday. He then informed the board of a proposal that was put forward for consideration of grant funding in the amount of \$890,000 for the aeration system. Ron Merckling and Susan McMahon worked quickly to put the project together.

3. Board of Director comments.

Director Baggerly mentioned the motor noise and Mr. Wickstrum explained the acoustics testing will be completed prior to additional items being ordered. Director Baggerly then asked that a meeting be scheduled to meet with Mark Watkins, Mike Tracy and Shauna Epstein to get the agreement moving. Mr. Baggerly then asked for appointments to be scheduled with legislators to get action with the quagga mussel issue.

4. Consent Agenda ADOPTED

- a. Minutes of the April 23, 2014 meeting.
- b. Resolution requesting the District election to be held on November 4, 2014, be consolidated with other elections called to be held on the same day and in the same territory.
- c. Recommend approval of a purchase order to Trademark Hoist and Crane in the amount of \$26,502.30 for the purchase, installation and compliance load testing of a 5 ton electric chain hoist and trolley for the Casitas Dam intake works.

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

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

Resolution is numbered 14-05

5. Bills

APPROVED

On the motion of Director Kaiser, seconded by Director Baggerly and passed by the following roll call vote, the bills were approved.

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

6. Recommend approval of the purchase of a replacement truck for Lake Casitas Recreation Area in a not to exceed amount of \$38,000.

APPROVED

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

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

7. Recommend awarding a purchase order contract to London Bridge Marine Corporation in the amount of \$126,626.83 to provide and install a replacement boathouse for the Lake Casitas Recreation Area.

APPROVED

On the motion of Director Baggerly, seconded by Director Kaiser and passed, the above recommendation was approved by the following roll call vote:

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

8. Resolution authorizing staff to apply for a grant from the California Department of Parks and Recreation, Division of Boating and Waterways to enhance, repair and protect the Santa Ana Ramp Boat Launching Facility at Lake Casitas Recreation Area.

ADOPTED

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

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

Resolution is numbered: 14-06

9. Consideration and Determination to use Quagga Inspection Services program.

The board agreed with the direction proposed by the General Manager regarding the use of the Quagga Inspection Services program as adapted to the current needs of the district.

10. Budget Workshop

- a. Review and discussion of the proposed Fiscal Year 2014-2015 Budget.

The Board held a review of the proposed budget including some additions and modifications.

- b. Resolution setting the public hearing on the budget for June 11, 2014. ADOPTED

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

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

Resolution is numbered 14-07

11. Information Items:

- a. Water Resources Committee Minutes.
- b. Lake Casitas Storage Volume Comparison.
- c. Water Consumption Report.
- d. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- e. Investment Report.

President Hicks moved the meeting into closed session at 3:53 p.m.

12. 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.
- b. Conference with Legal Counsel – Anticipated Litigation (subdivision (b) of Section 54956.9, Government Code). One case.

President Hicks moved the meeting back into open session at 4:43 p.m. with Mr. Mathews stating we discussed two matters. An update was received on the anticipated litigation and the Board met with general and special counsel regarding the existing litigation. No actions were taken.

13. Adjournment

President Hicks adjourned the meeting at 4:44 p.m.

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Pete Kaiser, Secretary

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION AUTHORIZING CASITAS MEMBERSHIP  
IN THE STATE WATER CONTRACTORS, INC., AND  
PAYMENT OF THE BAY DELTA DUES

WHEREAS, Water Code Section 71597 states that all memberships should be approved by a four-fifths majority of the Board of Directors; and

WHEREAS, the District is involved in the State Water Project and needs to maintain understanding of that project;

WHEREAS, the cost of membership in 2014-15 is \$33,003; and

WHEREAS, the City of Ventura and the United Water Conservation District share in the cost of these expenditures; and

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

1. Casitas membership in the State Water Contractors, Inc. and payment of Bay-Delta dues for fiscal year 2014-15 is hereby authorized.
2. Payment of the established membership fee of \$33,003 is hereby approved.

ADOPTED this 28<sup>th</sup> day of May, 2014

\_\_\_\_\_  
Bill Hicks, President  
Casitas Municipal Water District

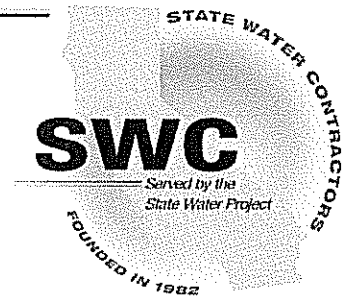
ATTEST:

\_\_\_\_\_  
Pete Kaiser, Secretary  
Casitas Municipal Water District

REC'D MAY 05 2014

April 30, 2014

Mr. Steve Wickstrum  
Casitas Municipal Water District  
1055 Ventura Avenue  
Oakview, CA 93022-9622



Re: State Water Contractors Fiscal Year 2014-15 Invoice

Dear Mr. Wickstrum:

Enclosed is the invoice for the Fiscal Year 2014-15 State Water Contractors (SWC) Dues and other Funds. The Fiscal Year 2014-15 Dues were approved at the March 20, 2014 SWC Board meeting and adopted in the attached resolution.

The allocation of SWC Dues reflects a separate and different allocation for the Energy Fund, Bay-Delta Fund and the General Fund. The Energy Fund includes costs closely related to State Water Project (SWP) Energy activities, such as SWC staff and consulting costs for power purchases and planning. The SWC Bay-Delta Fund provides for on-going legal, biological and engineering assistance associated with the SWRCB's water rights hearings, ESA activities, and associated technical studies and negotiations. The SWC General Fund contains the remainder of the SWC Dues Fund budget, related to achieving other objectives of the State Water Contractors including public outreach and working with DWR for SWP operations.

The allocations of each of these funds are contained in the attached March 20, 2014 SWC Resolution. The allocation amount for Fiscal Year 2014-15 differs from the projected Budget for the Dues General Fund, Energy Fund, and Bay-Delta Fund due to adjustments that reflect available cash carried over from the current Fiscal Year and reserve needs for the coming Fiscal Year.

As approved by the SWC Board, SWC Members will be provided with the option of paying the dues allocation in two separate payments. The initial invoice that is due on July 1 will be for 90% of the dues allocation. A second invoice for the remainder of the allocation will be sent to SWC members in early Calendar Year 2015, subject to SWC Board approval of the invoice. An optional payment coupon for a potential second invoice is also included in the attachment that anticipates Board approval of the remaining 10%. Individual contractors can choose to make both payments in July 2014 if it is more convenient.

If you have any questions regarding either the invoice or the SWC Budget Resolution, please call me at (916) 447-7357, extension 203 or Julie Ramsay at extension 204.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Erlewine".

Terry Erlewine  
General Manager

Enclosures

**DIRECTORS**

**David Okita**  
President  
Solano County Water Agency

**Dan Flory**  
Vice President  
Antelope Valley-East Kern  
Water Agency

**Ray Stokes**  
Secretary-Treasurer  
Central Coast Water  
Authority

**Stephen Arakawa**  
Metropolitan Water District  
of Southern California

**Curtis Creef**  
Kern County Water Agency

**Mark Gilkey**  
Tulare Lake Basin Water  
Storage District

**Douglas Headrick**  
San Bernardino Valley MWD

**Joan Maher**  
Santa Clara Valley Water  
District

**Dan Masnada**  
Castaic Lake Water Agency

**General Manager**  
Terry Erlewine



# State Water Contractors

1121 L Street, Suite 1050  
Sacramento, CA 95814  
T: 916-447-7357 F: 916-447-2734

## INVOICE FY 2014-2015

April 30, 2014

Mr. Steve Wickstrum  
Casitas Municipal Water District  
1055 Ventura Avenue  
Oakview, CA 93022-9622

Amount Due to the State Water Contractors for FY 2014-2015 Member Dues:		
Dues Fund	\$	8,925
Energy Fund		2,368
Bay-Delta Fund		<u>21,710</u>
<b>Total</b>	<b>\$</b>	<b><u>33,003</u></b>

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**\* January Payment Coupon**

Total Amount due on **January 1, 2015:** **\$3,365**

Total Amount Paid: \$ \_\_\_\_\_

Please make check payable to: **STATE WATER CONTRACTORS**  
1121 L Street, Suite 1050  
Sacramento, CA 95814

**\* Note: Collection of this amount is subject to SWC Board approval and will be determined later in the Fiscal Year. Individual contractors can choose to make both payments in July 2014 if it is more convenient.**

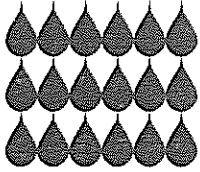
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**July Payment Coupon**

Total Amount due on **July 1, 2014:** **\$29,638**

Total Amount Paid: \$ \_\_\_\_\_

Please make check payable to: **STATE WATER CONTRACTORS**  
1121 L Street, Suite 1050  
Sacramento, CA 95814





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

# Charles Z. Fedak & Company

Certified Public Accountants  
An Accountancy Corporation

6081 Orange Avenue  
Cypress, California 90630  
(714) 527-1818  
(562) 598-6565  
FAX (714) 527-9154  
EMAIL [czfco@czfcpa.com](mailto:czfco@czfcpa.com)  
WEB [www.czfcpa.com](http://www.czfcpa.com)

## UNDERSTANDING OF THE ENGAGEMENT

April 7, 2014

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

Dear Mr. Steve Wickstrum, General Manager:

We are pleased to confirm our understanding of the services we are to provide for the Casitas Municipal Water District (District) for the year ended June 30, 2014. We will audit the financial statements of the business-type activities of the District including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ended June 30, 2014.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because of the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principals and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Schedule of Funding Status

We have also been engaged to report on supplementary information other than RSI that accompanies the District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the basic financial statements as a whole:

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

The following other information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the basic financial statements, and our auditor's report will not provide an opinion or any assurance on that other information:

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

### ***Audit Objectives***

The objective of our audit is the expression of opinions as to whether the District's basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the basic financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will fully discuss the reasons with the District in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

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

### ***Management Responsibilities***

The District's management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with the preparation of the District's financial statements and related notes. The District's management is also responsible for making all management decisions and performing all management functions relating to the financial statements and related notes and for accepting full responsibility for such decisions. The District will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to issuance and have accepted responsibility for them. Further, the District is required to designate an individual with suitable skill, knowledge, or experience to oversee any non-attest (non-audit) services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

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

The District's management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. The District's management is responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. The District's management's responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representational letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the basic financial statements taken as a whole.

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

The District's management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. The District's management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. The District's management is also responsible for providing management's views on the District's current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

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

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

#### ***Audit Procedures - General***

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

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

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

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

#### ***Audit Procedures – Internal Control***

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

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

***Audit Procedures – Compliance***

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

***Audit Administration, Fees, and Other***

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

We will provide copies of our final reports to the District; however, management is responsible for the distribution of those reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection. With regard to the electronic dissemination of audited financial statements, including financial statements published on your website, the District's management understands that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

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

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

We expect to begin our audit in April 2014 and to issue our reports no later than November 2014. Our fee for these services will be at our standard hourly rates except that we agree that our gross fee will not exceed \$26,400 (with out-of-pocket expenses not exceeding \$3,285 and preparation of the State Controller's Report for \$825). Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the District's audit. Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. In accordance with our firm policies, work may be suspended if the District's account becomes 30 days or more overdue and may not be resumed until the District's account is paid in full. If we elect to terminate our services for nonpayment, our engagement will have been deemed to have been completed upon written notification of termination, even if we have not completed our report. The District will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from the District's personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with the District's management and arrive at a new fee estimate before we incur the additional costs.

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

Casitas Municipal Water District

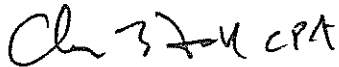
April 7, 2014

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

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

Very truly yours,



Charles Z. Fedak & Company, CPAs  
An Accountancy Corporation

RESPONSE:

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

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CASITAS MUNICIPAL WATER DISTRICT  
 Payable Fund Check Authorization  
 Checks Dated 5/9/14-5/20/14  
 Presented to the Board of Directors For Approval May 28, 2014

Check	Payee			Description	Amount
000491	Payables Fund Account	#	9759651478	Accounts Payable Batch 051314	\$142,995.92
000492	Payables Fund Account	#	9759651478	Accounts Payable Batch 052014	\$107,670.24
					\$250,666.16
000493	Payroll Fund Account	#	9469730919	Estimated Payroll 6/12/14	\$130,000.00
					\$130,000.00
				Total	\$380,666.16

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, 000491-000493 have been duly audited is hereby certified as correct.

   
 \_\_\_\_\_  
 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.

000491 A/P Checks: 017978-017991  
A/P Draft to P.E.R.S. 051343  
A/P Draft to State of CA 051342  
A/P Draft to I.R.S. 051341  
Voids:

000492 A/P Checks: 017992-018063  
A/P Draft to P.E.R.S.  
A/P Draft to State of CA  
A/P Draft to I.R.S.  
Void: 018036-018037

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

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

Denise Collin 5/20/14  
Denise Collin, Accounting Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



CERTIFICATION

Payroll disbursements for the pay period ending 05/10/14  
Pay Date of 05/15/14  
have been duly audited and are  
hereby certified as correct.

Signed: Denise Collin 5/12/14  
Denise Collin

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

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

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

5/20/2014 9:52 AM  
 VENDOR SET: 01 Casitas Municipal Water D  
 BANK: \* ALL BANKS  
 DATE RANGE: 5/09/2014 THRU 5/20/2014

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	5/20/2014			018036		
C-CHECK	VOID CHECK	V	5/20/2014			018037		

\* \* 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:	2	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			2	0.00	0.00	0.00
BANK:	TOTALS:		2	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01616 I-050814	FRED BRENEMAN 4/27/14-5/10/14	R	5/09/2014	391.00		017978		391.00
02655 I-0509	Dootson School of Trucking Class A Driver Training Maint	R	5/12/2014	1,895.00		017979		1,895.00
02641 I-23657	AAA Flooring Source, Inc. Carpeting for Treatment Plant	R	5/13/2014	1,504.66		017980		1,504.66
01023 I-7294411641	CARQUEST AUTO PARTS Electrical Supplies for Garage	R	5/13/2014	80.51		017981		80.51
02182 I-051214	Industrial Coating and Restora Waterpark Coating	R	5/13/2014	7,921.22		017982		7,921.22
02215 I-051314	Scott MacDonald Reimburse Expenses 5/14	R	5/13/2014	93.31		017983		93.31
01515 I-051214	PASO ROBLES TANK, INC Villanova Interior Coating	R	5/13/2014	37,681.10		017984		37,681.10
00385 I-10789770	SKILLPATH SEMINARS Seminar for E & M	R	5/13/2014	149.00		017985		149.00
00250 I-IN0126097	COUNTY OF VENTURA Pump Truck #88 Inspection	R	5/13/2014	248.00		017986		248.00
00124 I-CUI201405120849 I-DCI201405120849 I-DI%201405120849	ICMA RETIREMENT TRUST - 457 457 CATCH UP DEFERRED COMP FLAT DEFERRED COMP PERCENT	R R R	5/13/2014 5/13/2014 5/13/2014	634.61 2,894.24 42.77		017987 017987 017987		3,571.62
01960 I-MOR201405120849	Moringa Community PAYROLL CONTRIBUTIONS	R	5/13/2014	16.75		017988		16.75
00985 I-CUN201405120849 I-DCN201405120849	NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP DEFERRED COMP FLAT	R R	5/13/2014 5/13/2014	864.53 4,007.85		017989 017989		4,872.38
00180 I-COP201405120849 I-UND201405120849	S.E.I.U. - LOCAL 721 SEIU 721 COPE UNION DUES	R R	5/13/2014 5/13/2014	9.50 677.00		017990 017990		686.50

5/20/2014 9:52 AM  
 VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 5/09/2014 THRU 5/20/2014

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00230	UNITED WAY I-UWY201405120849 PAYROLL CONTRIBUTIONS	R	5/13/2014	60.00		017991		60.00
02646	RJ Flooring I-051914 Install Carpet,Treatment Plant	R	5/19/2014	1,050.00		017992		1,050.00
02587	A&M LAWNMOWER SHOP I-38650 Cutoff Saw for Pipelines	R	5/20/2014	913.70		017993		913.70
00420	AE Group Mechanical Engineers, I-141CASITASTXTRA SCE Service Relocation	R	5/20/2014	2,766.00		017994		5,741.00
	I-141CASITHVAC Office HVAC & Lightiing Design	R	5/20/2014	2,975.00		017994		
01325	Aflac Worldwide Headquarters I-853772 Supplemental Insurance 5/14	R	5/20/2014	4,358.73		017995		4,358.73
00010	AIRGAS USA LLC I-9027239891 Dry Ice for Fisheries	R	5/20/2014	31.50		017996		145.22
	I-9027286001 Earplugs for O&M Crew	R	5/20/2014	35.48		017996		
	I-9027470821 Oxygen for Pipelines	R	5/20/2014	47.99		017996		
	I-9918171147 Cylinder Rental for Pipelines	R	5/20/2014	30.25		017996		
00014	AQUA-FLO SUPPLY I-596696 Soil Testing, District Office	R	5/20/2014	210.00		017997		554.82
	I-602604 Valves, PVC Couplins for Maint	R	5/20/2014	239.44		017997		
	I-607395 PVC for LCRA Maint	R	5/20/2014	46.75		017997		
	I-607479 PVC Coupling for WP Pump Sys	R	5/20/2014	58.63		017997		
00840	AQUA-METRIC SALES COMPANY I-0051850IN Meter for Upsize Project #220	R	5/20/2014	1,319.76		017998		1,319.76
00015	ARDEMCO, INC I-0062280IN Parts for Portable Toilets	R	5/20/2014	232.83		017999		232.83
02179	Art Street Interactive I-106937 Res System Maint/Hosting	R	5/20/2014	542.15		018000		542.15
01666	AT & T I-000005353449 T-1 Line Acct#8310001729783	R	5/20/2014	357.32		018001		1,450.23
	I-000005355223 T-1 Lines Acct#8310002969306	R	5/20/2014	1,092.91		018001		
00018	AT & T MOBILITY I-829434088X05142014 PT Wildlife Biol Monthly Cell	R	5/20/2014	10.72		018002		10.72

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00020	AVENUE HARDWARE, INC							
I-55716	Phone Cases for Standby Phones	R	5/20/2014	48.28		018003		48.28
00021	AWA OF VENTURA COUNTY							
I-057768	Waterwise Breakfast 5/15/14	R	5/20/2014	75.00		018004		75.00
00030	B&R TOOL AND SUPPLY CO							
I-1278782000101	Dewatering Pump for Pipelines	R	5/20/2014	526.98		018005		
I-1278783000101	Impact Socket, Lufkin Tape PL	R	5/20/2014	37.31		018005		
I-1278907000101	Universal Arbor for Pipelines	R	5/20/2014	12.07		018005		
I-1279338000101	Tools for Pump Plants	R	5/20/2014	21.38		018005		597.74
09798	BUENA TILE SUPPLY							
I-531059	Grout for LCRA Maint	R	5/20/2014	15.00		018006		15.00
00055	CASITAS BOAT RENTALS							
I-050214	Battery for Water Pump, Maint	R	5/20/2014	107.45		018007		
I-050514	Deep Cycle Battery for Maint	R	5/20/2014	118.20		018007		225.65
00511	Centers for Family Health							
I-022814	DOS 2/28/14 Claim#14-15631	R	5/20/2014	73.61		018008		
I-35430	Drug Tests	R	5/20/2014	787.00		018008		860.61
00061	COMPUWAVE							
I-SB02076805	Toner Cartridge for Admin	R	5/20/2014	237.27		018009		
I-SB02076815	Printer/Copier for Pipelines	R	5/20/2014	391.03		018009		628.30
00722	CONCRETE EXPRESS VENTURA							
I-42255	Slurry Mix, Villanova Proj 203	R	5/20/2014	658.72		018010		658.72
00062	CONSOLIDATED ELECTRICAL							
I-9009694876	Parts for Chlorination Station	R	5/20/2014	263.94		018011		263.94
00719	CORELOGIC INFORMATION SOLUTION							
I-81155899	Realquest Software Subscripton	R	5/20/2014	137.50		018012		137.50
01483	CORVEL CORPORATION							
I-677191461	Bill Review	R	5/20/2014	26.23		018013		
I-678571021	Bill Review	R	5/20/2014	16.68		018013		
I-679881501	Bill Review	R	5/20/2014	48.28		018013		91.19
02034	D.K. Mechanical							
I-2917	Eq#89 Modification, Pump Truck	R	5/20/2014	450.00		018014		
I-2919	Eq#89 Modification, Pump Truck	R	5/20/2014	901.24		018014		
I-2920	Eq#69, Replace Switch	R	5/20/2014	343.83		018014		1,695.07

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01764 I-DP1401113	DataProse, LLC UB Mailing 4/30/14	R	5/20/2014	1,011.16		018015		1,011.16
00076 I-64046R	DEKREEK TECHNICAL SERVICES TP Repairs & Modifications	R	5/20/2014	4,980.00		018016		4,980.00
02544 I-034607	Department of Justice Fingerprinting	R	5/20/2014	928.00		018017		928.00
00182 I-0042356IN I-0042357IN	DEWITT PETROLEUM Diesel for Main Yard Gas and Diesel for LCRA	R R	5/20/2014 5/20/2014	2,076.40 5,168.31		018018 018018		7,244.71
02609 I-7407	Dry Creek Mini Barns Utility Shed for Pesticides,DM	R	5/20/2014	4,625.80		018019		4,625.80
00086 I-907043014	E.J. Harrison & Sons Inc Acct#500546088	R	5/20/2014	840.00		018020		840.00
10085 C-47757a D-47757a I-47757	ELIFEGUARD, INC. Accrue Use Tax Accrue Use Tax Lifeguard Uniforms	R R R	5/20/2014 5/20/2014 5/20/2014	39.76CR 39.76 564.38		018021 018021 018021		564.38
10272 I-98746	ERS INDUSTRIAL SERVICES, INC Filter Media for TP	R	5/20/2014	6,537.55		018022		6,537.55
00099 I-403980A I-403981A I-404584A I-404585A	FGL ENVIRONMENTAL Metals, Total-Mn Metals, Total-Mn Metals, Total-Mn Metals, Total-Mn	R R R R	5/20/2014 5/20/2014 5/20/2014 5/20/2014	45.00 70.00 70.00 45.00		018023 018023 018023 018023		230.00
00104 I-74455	FRED'S TIRE MAN Oil Change, #8, E&M Truck	R	5/20/2014	39.67		018024		39.67
00106 I-F192624	FRONTIER PAINT Paint fof LCRA Maint	R	5/20/2014	56.24		018025		56.24
01280 I-5482648 I-5482657	FRY'S ELECTRONICS, INC. Video Card for LCRA Cable for IT Dept	R R	5/20/2014 5/20/2014	59.39 28.00		018026 018026		87.39

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02158	Google, Inc.							
I-9918363	Additional Usage IT Dept	R	5/20/2014	6.50		018027		6.50
00115	GRAINGER, INC							
I-9432519784	Antibacterial Soap for DO	R	5/20/2014	188.94		018028		
I-9435283065	Ear Plugs for LCRA Maint	R	5/20/2014	41.15		018028		230.09
00125	IDEXX DISTRIBUTION CORP							
I-277670341	Lab Testing Supplies	R	5/20/2014	826.58		018029		826.58
00127	INDUSTRIAL BOLT & SUPPLY							
I-00142078	Bolts for Upper Ojai Valves	R	5/20/2014	474.72		018030		
I-00142311	Bolts for Upper Ojai Valves	R	5/20/2014	185.12		018030		
I-00142312	Zinc Bolts for Pipelines	R	5/20/2014	62.61		018030		722.45
00493	J & H ENGINEERING GENERAL							
I-2815R	Retention LCRA Roads	R	5/20/2014	8,291.80		018031		8,291.80
00131	JCI JONES CHEMICALS, INC							
I-617191	Chlorine for TP, CM#617220	R	5/20/2014	1,770.00		018032		1,770.00
01270	SCOTT LEWIS							
I-Apr 14	Reimburse Expenses 4/14	R	5/20/2014	2,516.17		018033		2,516.17
00149	MCJUNKIN RED MAN CORPORATION							
I-3563488001	Primer for Pipelines	R	5/20/2014	73.50		018034		
I-3704875001	Weld Reducers for 3MPP	R	5/20/2014	30.27		018034		103.77
00151	MEINERS OAKS ACE HARDWARE							
C-609689	Bushing Exchange Inv#609682	R	5/20/2014	1.18CR		018035		
I-602951	Clamps, Nuts & Bolts, PL	R	5/20/2014	73.05		018035		
I-605975	Roof Cement & Gloves for PL	R	5/20/2014	41.25		018035		
I-606913	Flushvalve for LCRA Maint	R	5/20/2014	22.49		018035		
I-607052	Bolts for Pipelines	R	5/20/2014	1.20		018035		
I-607881	Seal Tape, Paint Brushes PL	R	5/20/2014	29.78		018035		
I-608232	Gloves, Roof Cement for PL	R	5/20/2014	24.07		018035		
I-608647	Caulk for District Office	R	5/20/2014	4.88		018035		
I-608687	Light Bulb for Flashlight PL	R	5/20/2014	4.83		018035		
I-608934	Jab Saw for Fisheries	R	5/20/2014	13.20		018035		
I-609162	Parts for Portable Restrooms	R	5/20/2014	64.27		018035		
I-609301	Parts & Sprays for LCRA Maint	R	5/20/2014	30.92		018035		
I-609342	Lock & Keys for Cargo Trailer	R	5/20/2014	26.32		018035		
I-609366	Batteries for Pipelines	R	5/20/2014	21.90		018035		
I-609405	Cleaning Supplies for E&M Shop	R	5/20/2014	32.31		018035		
I-609561	Wire for LCRA Maint	R	5/20/2014	12.69		018035		
I-609681	Check Valve for LCRA Maint	R	5/20/2014	19.70		018035		
I-609682	Hardware for LCRA Maint	R	5/20/2014	19.12		018035		
I-610039	Paint Supplies, Canal Bridge	R	5/20/2014	12.39		018035		

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 5/09/2014 THRU 5/20/2014

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-610259	Tiedown Ratchet for PP	R	5/20/2014	12.89		018035		
I-610277	Concrete for Pipelines	R	5/20/2014	36.66		018035		
I-610281	Supplies for LCRA Maintenance	R	5/20/2014	25.55		018035		
I-610443	Plumbing Parts for WP Sink	R	5/20/2014	9.07		018035		
I-610508	Hose Kit, PVC for LCRA Maint	R	5/20/2014	32.62		018035		569.98
00486	Northern Tool & Equipment							
C-30548547a	Accrue Use Tax	R	5/20/2014	6.00CR		018038		
D-30548547a	Accrue Use Tax	R	5/20/2014	6.00		018038		
I-30548547	Replace Garage Air Hose Reel	R	5/20/2014	98.43		018038		98.43
02185	Oasis Technology Inc.							
I-0502144	Install Window Updates	R	5/20/2014	125.00		018039		125.00
00163	OFFICE DEPOT							
I-710593283001	Folding Machine for Water Cons	R	5/20/2014	269.24		018040		269.24
00165	OJAI LUMBER CO, INC							
I-1405670211	Casings for Camp G Toilet	R	5/20/2014	21.93		018041		21.93
00169	OJAI VALLEY SANITARY DISTRICT							
I-16377	Cust#20594	R	5/20/2014	155.91		018042		
I-16450	Cust#52921	R	5/20/2014	51.97		018042		207.88
01627	OSCAR'S TREE SERVICE							
I-10996	Tree Service at LCRA	R	5/20/2014	875.00		018043		
I-10998	Tree Service at LCRA	R	5/20/2014	950.00		018043		1,825.00
01339	PACIFIC THERAPY SERVICES, INC							
I-030314	DOS 3/3/14 Claim#12-08261	R	5/20/2014	109.61		018044		109.61
01439	PRECISION POWER EQUIPMENT							
I-2938	Blades for Edger LCRA Maint	R	5/20/2014	16.02		018045		16.02
00968	PRIMARY FLOW SIGNAL, INC							
C-11433a	Accrue Use Tax	R	5/20/2014	546.00CR		018046		
D-11433a	Accrue Use Tax	R	5/20/2014	546.00		018046		
I-11433	Grand Ave PP Flow Meter	R	5/20/2014	7,280.00		018046		7,280.00
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-6514	Gas Tank Inspection, Dist Ofc	R	5/20/2014	210.00		018047		
I-6515	Gas Tank Inspection, LCRA	R	5/20/2014	210.00		018047		420.00



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00313 I-11781	ROCK LONG'S AUTOMOTIVE Replace Flywheel, Eq#54	R	5/20/2014	1,429.20		018048		1,429.20
01105 I-T734778	SEARS COMMERCIAL ONE Parts for Tools, LCRA Maint	R	5/20/2014	95.62		018049		95.62
02344 I-16457A	ServiceMaster Building Mainten Janitorial Service, Dist Ofc	R	5/20/2014	1,063.00		018050		1,063.00
02645 I-562674	SonTek Flow Meters for Robles	R	5/20/2014	21,031.26		018051		21,031.26
02003 I-2485	Sostre & Associates CMS Monthly Fee/Web Hosting	R	5/20/2014	249.00		018052		249.00
01173	TOICO INDUSTRIES, INC.							
C-0133697INa	Accrue Use Tax	R	5/20/2014	22.35		018053		
C-0133976INa	Accrue Use Tax	R	5/20/2014	29.97		018053		
C-0134086INa	Accrue Use Tax	R	5/20/2014	3.86		018053		
D-0133697INa	Accrue Use Tax	R	5/20/2014	22.35		018053		
D-0133976INa	Accrue Use Tax	R	5/20/2014	29.97		018053		
D-0134086INa	Accrue Use Tax	R	5/20/2014	3.86		018053		
I-0133697IN	Chemical Toilet Deodorizer	R	5/20/2014	365.02		018053		
I-0133976IN	Pumper Scents, Gaskets Maint	R	5/20/2014	431.45		018053		
I-0134086IN	PVC Gloves for LCRA Maint	R	5/20/2014	66.93		018053		863.40
00185 I-LA004692	Univar USA Inc Waterpark Chemicals	R	5/20/2014	2,913.70		018054		2,913.70
00247 I-197609	County of Ventura Blanket Excavation Permit	R	5/20/2014	230.00		018055		230.00
01311 I-677191461	Ventura Orthopedic Spine DOS 12/2/13 Claim#03-01792	R	5/20/2014	9.94		018056		9.94
00258 I-154072 I-154073	VENTURA STEEL, INC Pipe for 3M PP Upgrade Angles for 4MPP	R R	5/20/2014 5/20/2014	128.80 283.16		018057 018057		411.96
01283 I-9724620342 I-9724621023	Verizon Wireless Monthly Cell Phones, DO & TP Monthly Cell Phones, LCRA	R R	5/20/2014 5/20/2014	704.42 233.33		018058 018058		937.75
	Acct#772323618-00001							

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01396	VULCAN MATERIALS COMPANY							
I-70322274	Used Asphalt Recycling	R	5/20/2014	200.00		018059		200.00
02583	WageWorks							
I-125AI0320893	FSA Monthly Fee	R	5/20/2014	86.40		018060		86.40
00826	STAN WHISENHUNT DBA							
I-5630	Brochures for LCRA	R	5/20/2014	1,980.31		018061		1,980.31
00055	CASITAS BOAT RENTALS							
I-Apr 14 Cafe Passes	Reimburse Cafe Passes	R	5/20/2014	1,927.19		018062		1,927.19
1	Brian J Cashman							
I-000201405060848	TS Refund	R	5/20/2014	70.00		018063		70.00
00128	INTERNAL REVENUE SERVICE							
I-T1 201405120849	Federal Withholding	D	5/13/2014	23,366.12		051341		
I-T3 201405120849	FICA Withholding	D	5/13/2014	23,366.34		051341		
I-T4 201405120849	Medicare Withholding	D	5/13/2014	5,464.68		051341		52,197.14
00049	STATE OF CALIFORNIA							
I-T2 201405120849	State Withholding	D	5/13/2014	7,813.44		051342		7,813.44
00187	CALPERS							
I-PBB201405120849	PERS BUY BACK	D	5/13/2014	66.87		051343		
I-PEB201405120849	PEBRA EMPLOYEES PORTION	D	5/13/2014	787.16		051343		
I-PER201405120849	PERS EMPLOYEE PORTION	D	5/13/2014	9,924.43		051343		
I-PRB201405120849	PEBRA EMPLOYER PORTION	D	5/13/2014	787.16		051343		
I-PRR201405120849	PERS EMPLOYER PORTION	D	5/13/2014	12,248.67		051343		23,814.29

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

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	84	166,841.29	0.00	166,841.29
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	83,824.87	0.00	83,824.87
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

5/20/2014 9:52 AM

A/P HISTORY CHECK REPORT

PAGE: 10

VENDOR SET: 01 Casitas Municipal Water D  
BANK: AP ACCOUNTS PAYABLE  
DATE RANGE: 5/09/2014 THRU 5/20/2014

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
				INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
VENDOR SET: 01	BANK: AP	TOTALS:	NO	250,666.16		0.00		250,666.16
BANK: AP	TOTALS:		87	250,666.16		0.00		250,666.16
REPORT TOTALS:			89	250,666.16		0.00		250,666.16

CASITAS MUNICIPAL WATER DISTRICT  
Inter-Office Memorandum

DATE: May 22, 2014  
TO: Board of Directors  
FROM: General Manager, Steve Wickstrum  
Re: Proportional Cost Funding for Prop 84 Drought Relief IRWM Grant Project Proposal  
Development Lake Casitas Aeration Project

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the project proponent's application cost for the Lake Casitas Aeration Project.

**BACKGROUND AND OVERVIEW:**

Staff has pursued grant funding through the Integrated Regional Watershed Management Group (IRWM) to assist with the Lake Casitas Aeration Project as a drought related feature. The project was well received by the Ventura County IRWM and selected as a part of a suite of Ventura County projects to be considered competitively with regional and statewide projects for limited drought grant funding. The application process is highly accelerated and the Ventura County application is being assembled by Kennedy/Jenks Consultants, through a contract administered by Calleguas Municipal Water District.

The Casitas share of costs for the application is \$13,990.53. It should be understood that the grant application cost may be reimbursable only through the grant project funding, and is not reimbursed should the Casitas project not receive approval of grant funding. It is a cost for the application that is risked in order to apply for a consideration of \$890,272 in grant to perform a critical project.

The project has been preliminarily reviewed by the District's consultant and planned for design in early FY 2014-15. The grant funding would allow the District to move forward with the construction of a hypolimnetic aeration system in the summer of 2015, at a time that may be critical to the water quality of Lake Casitas. The State is looking for projects that are drought related and are shovel ready. This project appears to fit the description defined by the State.

The budgets for the current FY 2013-14 and the proposed FY 2014-15 do not include the \$13,990.53 cost for the grant application. It is therefore requested that the Board of Directors authorize the payment of \$13,990.53 when invoiced in June 2014 by the Calleguas Municipal Water District.

If you have any further question in this regard, please do not hesitate to discuss your questions with me.

Table A: Prop. 84 IRWMP Implementation Projects for Application								
	Project Name	Project Proponent	Project Cost	Grant Funding Requested	Percentage Matching Funds Provided	Individual Project Grant Request as Percentage of Total Grant Request	Project Proponent's Application Cost	
1	Ventura County Ag Efficiency Program	VC Watershed Protection District et al	\$ 2,737,850	\$ 1,737,850	37%	20.21%	\$ 27,310.12	VC Watershed Protection District et al
2	San Antonio Creek Arundo Removal	Ojai Valley Land Conservancy	\$ 1,480,000	\$ 1,110,000	25%	12.91%	\$ 17,443.53	Ojai Valley Land Conservancy
3	Lake Casitas Aeration Project	Casitas Municipal Water District	\$ 1,187,029	\$ 890,272	25%	10.35%	\$ 13,990.53	Casitas Municipal Water District
4	County Stormwater Retrofits	County of Ventura	\$ 1,282,668	\$ 962,001	25%	11.19%	\$ 15,117.74	County of Ventura
5	Pilot ASR Well for Groundwater Reuse	City of Oxnard	\$ 1,500,000	\$ 1,125,000	25%	13.08%	\$ 17,679.25	City of Oxnard
6	Calleguas SMP, Phase 2D	Calleguas Municipal Water District	\$ 7,500,000	\$ 1,875,000	75%	21.80%	\$ 29,465.42	Calleguas Municipal Water District
7	Pleasant Valley Well Project	Camrosa Water District	\$ 1,200,000	\$ 900,000	25%	10.46%	\$ 14,143.40	Camrosa Water District
8		<b>Total</b>	<b>\$ 16,887,547</b>	<b>\$ 8,600,123</b>		<b>100.00%</b>	<b>\$ 135,150.00</b>	

Table B: Cost to Prepare Proposal		
9	K/J Phase 1 Scope	\$ 15,690.00
10	K/J Phase 2 Scope	\$ 91,265.00
11	Grant Application Management	\$ 17,500.00
12	Contingency	\$ 10,695.00
13	<b>Total</b>	<b>\$ 135,150.00</b>

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**CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** STEVEN E. WICKSTRUM, GENERAL MANAGER  
**FROM:** NEIL COLE, PRINCIPAL CIVIL ENGINEER  
**SUBJECT:** AUTHORIZE THE GENERAL MANAGER TO APPROVE A PURCHASE ORDER FOR THREE MOTOR MUTES-GIRDLES  
**DATE:** SEPTEMBER 16, 2013

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**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the General Manager to approve a purchase order to procure three motor mute-girdles for the 4m Pump Plant and Upper Ojai Pump Plant.

**BACKGROUND AND DISCUSSION:**

Casitas staff has installed a motor mute-girdle on one of the 4m Pump Plant motors from two different manufacturers. The motor mute-girdle from Aeroacoustic Engineering Consultants is far more effective at reducing the noise level.

Casitas staff is recommending that a total of three additional motor girdles be purchased. Two of the motor girdles will be placed on the remaining two 4m Pump Plant motors. The other girdle will be placed on the vertical motor at the Upper Ojai Pump Plant. Sound panels, ordered under a separate purchase order, will be used to reduce the sound level of the horizontal motor at the Upper Ojai Pump Plant

The cost for the motor girdle from Aeroacoustic Engineering Consultants is \$7175 per unit or \$21,525. The cost does not include shipping or tax on either motor mute.

**FUNDING:**

Funding for up to \$50,000 for sound reduction measures was approved by the Board at the Board's June 26, 2013 meeting. The following has been expended/encumbered on the sound reduction project to date, not including salaries:

Sound Testing & Retesting	\$5365
Motor Mute (not effective)	\$3524
Motor Mute-girdle (effective)	\$6196
<u>Sound Panels for horizontal motor</u>	<u>\$2759</u>
Total	\$17,844

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CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM

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**TO:** STEVEN E. WICKSTRUM, GENERAL MANAGER  
**FROM:** ANDY BENITEZ, ENGINEERING TECH.  
**SUBJECT:** AUTHORIZE GENERAL MANAGER TO SIGN PURCHASE ORDER FOR ROBLES-CANAL ROAD BANKS REPAIR AND COMPACTION.  
**DATE:** 05/23/2014

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**Recommendation:**

It is recommended that the Board of Directors authorize the General Manager to sign a Purchase Order Contract to the lowest responsible bidder, Evans Excavating, Inc. for the construction of the Robles-Canal Road Banks Repair and Compaction in the amount of **\$33,850.00** for Bids items 1 through 4.

**Background and Discussion:**

Staff has identified four (4) specific sections of the Robles-Casitas Canal Road shoulders showing signs of erosion and undermining of the access road.

All sites will be graded to match the original contours. The work involves moving backfill from the upstream area of the Robles Fish Passage and transporting the fill to the indicated areas for re-grading and compaction.

The project was advertised on the District's web site and invitations were sent to seven local firms. Three firms submitted proposals. The bid results are:

<u>FIRM</u>	<u>BID AMOUNT ITEMS 1-2</u>
Shaw Contracting, Inc. ( <i>Carpinteria</i> )	\$34,860.00
B.S.N. Construction, Inc. ( <i>Ventura</i> )	\$34,500.00
Evans Excavating ( <i>Ojai</i> )	<b><u>\$ 33,850.00</u></b>

This project is Categorically Exempt from the California Environmental Quality Act under Section 15301 Existing Facilities. Funding for this work is included in FY 2013-14 Capital Budget.

**CASITAS MUNICIPAL WATER DISTRICT  
Interdepartmental Memorandum**

**DATE:** May 20, 2014

**TO:** General Manager

**FROM:** Operations Manager

**SUBJECT:** **Bid Acceptance and Award – Roof Repair and Repainting at Matilija #2 Chlorination Building -**

**RECOMMENDATION:**

It is recommended that the Board of Directors accept the proposal submitted by the lowest responsible bidder and award the Purchase Order Contract for the Roof Repair and Painting to Rayco Roofing Contractors Inc. in the amount of \$27,816.00 not including a possible cost of Asbestos abatement at \$6,500.00 which will be determined when the old roof is tested. It is further recommended that the Board authorize staff to proceed with the administration of the contract.

**BACKGROUND AND OVERVIEW:**

This project consists of removal of the existing roof and installation of a new roof at Matilija #2 Chlorination building and painting of wood, exterior block and metal surfaces outside only. Four bids were solicited with Rayco Roofing and Fritts Roofing being sole bidders. Due to possibility of presence of asbestos in the existing roof, there is cost associated with removal and disposal of affected roofing within federal and state regulations. The cost for this item has been determined to cost \$6500.00 if found, for the total of \$34,466.00\*. The amount budgeted for this project was \$32,000.00.

The bid results were:

<u>Contractor</u>	<u>Date Received</u>	<u>Bid Price</u>	<u>Lowest Bidder</u>
Mendez Roofing P.O. Box 7411, Ventura, CA 93006 Phone: (805) 642-6111, Fax: (805) 642-8462	Not Submitted	-----	-----
All American Roofing 412 Constitution Ave, Camarillo CA 93012 Phone(805)388-2121	Not Submitted	-----	-----
Rayco Roofing Contractors Inc. 250 N. Olive St., Ventura, CA 93001 Phone (805) 643-0557, Fax: (805) 643-0644	5/16/14	\$34,466.00*	\$34,466.00*
Fritts Roofing Company 1656 Walter Suite E, Ventura CA 93003 Phone(805)477-9954	5/16/14	\$37,396.50*	-----

\* Bid Includes Asbestos abatement



CASITAS MUNICIPAL WATER DISTRICT  
Inter-Office Memorandum

DATE: May 21, 2014  
TO: Board of Directors  
FROM: General Manager, Steve Wickstrum  
Re: Finance Committee Meeting of May 16, 2014

**RECOMMENDATION:**

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

**BACKGROUND AND OVERVIEW:**

1. **Roll Call.**  
Director Mary Bergen and Director Jim Word  
General Manager Steve Wickstrum  
Accounting Manager, Denise Collin
2. **Public comments.** None.
3. **Board/Management comments.**  
The General Manager reported that (1) staff has gathered bids and will recommend the purchase of the truck for the Lake Casitas Recreation Area; (2) news report that Lake Castaic is closing its swim beaches due to declining water levels; (3) staff have received an interest for a solar plant to provide electricity to the water treatment plant, staff will follow up on this proposal; and (4) Meiners Oaks Water District is moving to tiered rates and pass-through cost for purchased Casitas water.  
  
The O&M Manager has requested the Committee consider the bid for the replacement of the Dam hoist and bring this item to the May 14<sup>th</sup> Board meeting.
4. **Review of the Financial Statement for April 2014.**  
The Committee reviewed the expenditures in various work sections of the District. Denise Collin reported that she had received \$189,000 reimbursement check from the Bureau of Reclamation for the projects at the Lake Casitas Recreation Area, but the amount had not been posted in the financial statement; interest earnings are over 100 percent of budget; all of the 1% taxes have been received. It was noted that the Lake Casitas Recreation Area revenue is slightly behind last year's pace, and could likely catch up in May and June.
5. **Review of the Water Consumption for April 2014.**  
The Committee reviewed the water consumption numbers for March 2014. Water sales are ahead of last year's pace, notably in agriculture and pumped resale – conversions from groundwater sources and lack of rainfall.
6. **Review of the Preliminary Draft Budget for FY 2014-2015.**  
The Committee expressed a desire to finalize the budget at the June 11<sup>th</sup> regular meeting. Director Word suggested one minor change to the Electrical/Mechanical budget to provide funding for building utilities. Denise Collin reported that the setting of the Prop 4 appropriations limit will not occur until the June 24<sup>th</sup> board meeting.

7. **Review of the Preliminary 10-year Capital Budget.**  
There were no comments on the 10-year capital budget.
  
8. **Review of the engagement letter with Charles Z. Fedak & Company for audit services.**  
Denise Collin presented the engagement letter to the Committee and recommended that the letter be considered by the Board on May 28<sup>th</sup>.

CASITAS MUNICIPAL WATER DISTRICT  
Inter-Office Memorandum

DATE: May 21, 2014  
TO: Board of Directors  
FROM: General Manager, Steve Wickstrum  
Re: Water Resources Committee Meeting of May 19, 2014

**RECOMMENDATION:**

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

**BACKGROUND AND OVERVIEW:**

1. **Roll Call.** Director Baggerly and Director Kaiser  
Steve Wickstrum, General Manager  
Ron Merckling, Resources/Conservation Manager

2. **Public Comments.** None.

3. **Board Comments.**  
Director Baggerly asked to schedule another quagga ad hoc committee meeting.

Director Kaiser inquired on the status of the Ventura Water's revision of the water service agreement.

4. **Manager Comments.**  
The General Manager discussed a recent interaction with a customer regarding hauling of water from the District to Montecito. The customer was informed of the restrictions in the law and warned, the customer agreed to cooperate. This is an indication of the water stress that Montecito is beginning to experience.

The General Manager informed the Committee of the AWA Issues Committee meeting scheduled for May 20<sup>th</sup>, with the topic to be a continuing discussion of current County water shortage issues.

Ron Merckling discussed the preparation and direction for the 2015 Urban Water Management Plan. Staff work is to start in December 2014.

5. **Update on Water Efficiency and Allocation Program.**  
The General Manager and Ron Merckling reported on the progress of the work. Work is continuing.

6. **Discussion of Lake Water Quality.**  
The General Manager reported that dissolved oxygen levels in Lake Casitas are low due to the warmer winter and no significant inflows into Lake Casitas. This is a condition that is being seen in many other reservoirs (Diamond Valley Reservoir). While the taste odor has subsided, algae blooms are beginning to gain strength. Staff are proceeding with the permitting to allow the application of an aquatic algacide, which is expected to take 30 days to permit through the State. The treatment Plant staff are operating the least affected gates for the best water quality available in Lake Casitas.

CASITAS MUNICIPAL WATER DISTRICT  
LAKE CASITAS RECREATION AREA

DATE: May 19, 2014

TO: Steve Wickstrum, General Manager

FROM: Carol Belser, Park Services Manager

SUBJECT: Recreation Area Monthly Report for April 2014

Visitation Numbers

The following is a comparison of visitations\* for April 2014:

	Apr. 2014	Apr. 2013	Mar. 2014
Visitor Days	67,541	55,260	40,896
Camps	4,375	5,167	3,788
Cars	15,101	13,815	10,224
Boats	361	450	440
Kayaks & Canoes	5	11	3

Fiscal Year to Date Visitation	
2012/2013	496,380
2013/2014	481,353
% Change	-3.027

\*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

Boating

There were 8 cables sold for new inspections, 8 vessels were re-inspected and a total of 768 vessels were retagged. Eighteen vessels failed the first inspection in April 2014.

Night fishing from shore was held April 11 & 12.

Incidents

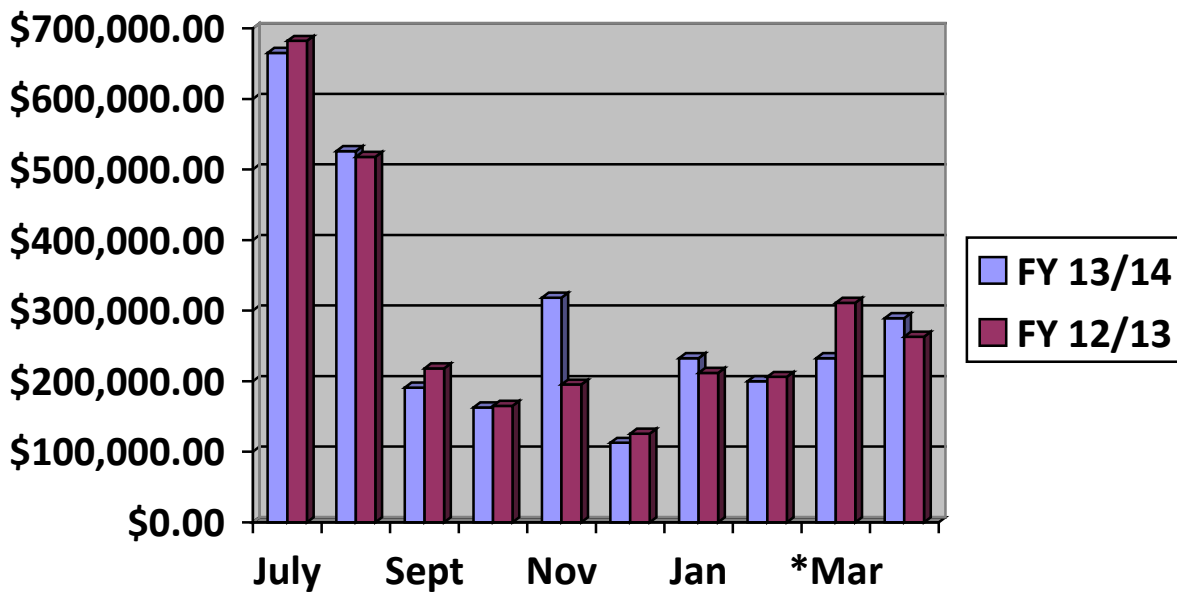
There were eight reports of body contact resulting in one citation, a report of stolen property and vandalism at trailer storage. Other incidents that required assistance from outside agencies included: a report of a runaway child in the campground, assault of an off duty Park Services Officer, domestic dispute, felony domestic violence assault with a hatchet, vehicle hit and run, attempted unit break in at trailer storage, physical altercation and drug paraphernalia in campground, a DUI arrest, subject

wandering in campground and use of a weapon (metal pole), battery, bicycle accident transported to Ojai Community Hospital, fall down Coyote hill (was not transported), report to staff of possible gunshots around North Santa Ana Road and sudden illness at the front gate area.

Revenue Reporting

The unaudited 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. \*Note, the March revenue figures were inadvertently reversed. Below are the corrected figures for the month of March 2013 and 2014.

LCRA TOTAL REVENUE



Linda Fisher-Helton <lfhelton@ahacv.org>

Mon, May 19, 2014 at 6:39 AM

To: Ron Merckling <rmerckling@casitaswater.com>, CMcIntosh@casitaswater.com

Good Morning Ron and Cinnamon

That was the best native plant workshop I have attended to date! ( An I have been to a few.)  
Comprehensive and interesting. Cinnamon is an enthusiastic presenter who gave the presentation great energy.  
I drove up from Camarillo to attend and it was well worth my time.

I am so glad I attended.  
Thank you!

Well done!

Linda

--

"Creating affordable housing opportunities through community partnerships"

Linda Fisher-Helton

Community Relations Manager/PIO

Area Housing Authority

Phone: 805-480-9991, extension 235

Fax: 805-480-9121

## Cla-Val

On May 7<sup>th</sup> and 8<sup>th</sup> Jerry Herrera, Robert Vasquez, Scott MacDonald and myself Luke Sohlt were fortunate enough to attend a two day Cla-Val class. We would like to share our gratitude to Bob, Steve and the board for allowing us this privilege. There was in depth classroom time and also a lot of hands on with these valves. We covered every type of Cla-Valve in our district. We were able to ask questions and physically disassemble, re-assemble and test these valves. I know that we all walked away with a lot of valuable information and better understanding of why we have the need for certain valves in specific locations in our district. I am excited to be a part of the next round of testing the pressure regulation stations. Every time I am at a pump plant I am able to see quickly which are our pressure relief valves and pressure sustaining valves. We learned how to troubleshoot issues with different types of valves and a couple of things we could do to modify our existing pressure reducing valves. I know that each of us got more than our moneys worth from attending this class. We are excited to use our new knowledge in the field. Thanks again for giving use the opportunity to better ourselves and the district.

Gerry Herrera  
Robert Vasquez  
Scott MacDonald  
Luke Sohlt

REC'D MAY 22 2014

FEDERAL ENERGY REGULATORY COMMISSION  
Washington, D. C. 20426

OFFICE OF ENERGY PROJECTS

Project No. 2153-045  
Santa Felicia Project  
United Water Conservation District

May 20, 2014

Mr. E. Michael Solomon  
General Manager  
United Water Conservation District  
106 N. 8<sup>th</sup> Street  
Santa Paula, CA 93060

Subject: April 15, 2014 letter regarding quagga mussels in Lake Piru and Piru Creek

Dear Mr. Solomon:

This letter addresses your April 15, 2014 letter concerning the detection of quagga mussels in Lake Piru and Piru Creek at the Santa Felicia Project No. 2153. In your letter, you provided an update on the status of the quagga mussel population at the project and your efforts to monitor and control the spread of this invasive species. Specifically, you provided a summary of historical events preceding, and following the detection of quagga mussels. You explained that due to the flashy nature of the Santa Clara River system, it is unlikely that mussels will populate the entire watershed. You also explained that high salinity levels would prevent their establishment in the Santa Clara River estuary or adjacent watersheds through the Pacific Ocean. Consequently, you stated that it is unreasonable to require the cessation of water releases from the project.

Since the discovery of quagga mussels at the project, you have undertaken numerous measures to control the spread of quagga mussels, including: cessation of a joint boat tagging program; dissemination of educational materials to boaters; posting signage at the Lake; disseminating public information on your website; and providing press releases to local news outlets. You provided an account of early efforts to determine the extent of mussel distribution and to physically remove colonies of quagga mussels from Lake Piru. You also stated that you would prepare a Quagga Mussel Monitoring and Control Plan, which would be filed with the Commission for informational purposes. Finally, you committed to provide quarterly updates on your efforts, which may then be scaled back to annual reports, based on the success of your control program.

Review of your letter indicates that you are proactively working to combat quagga



mussels at the project. We are satisfied with your efforts and thank you for keeping us apprised of the situation. We also anticipate the completion and filing of your Quagga Mussel Monitoring and Control Plan and subsequent reports.

---

Thank you for your cooperation. If you have any questions regarding this matter, please contact Mr. John Aedo at (415) 369-3335.

Sincerely,



Thomas J. LoVullo  
Chief, Aquatic Resources Branch  
Division of Hydropower Administration and  
Compliance

c: Mr. Bill Hicks, President  
Casitas Municipal Water District  
1055 Ventura Ave.  
Oak View, CA 93022



UNITED STATES DEPARTMENT OF COMMERCE  
National Oceanic and Atmospheric Administration  
NATIONAL MARINE FISHERIES SERVICE  
West Coast Region  
7600 Sand Point Way N.E.  
Seattle, Washington 98115

REC'D MAY 23 2014

MAY 13 2014

Mr. Bill Hicks, President  
Casitas Municipal Water District  
1055 Ventura Ave  
Oka View, California 93022

Dear Mr. Hicks:

Thank you for your recent letter regarding the potential intrusion of quagga mussels into the Santa Clara River. In your letter, you request NOAA's National Marine Fisheries Service (NMFS) take steps on an emergency basis under Executive Order 13112 (Order) to: (1) temporarily halt actions within its purview that are likely to cause or promote the introduction or spread of the mussel into lower Piru Creek and the Santa Clara River, and (2) halt all releases of water from Lake Piru until an eradication plan for quagga mussels can be developed and implemented to protect lower Piru Creek and the Santa Clara River.

The Order applies to federal agencies whose actions may affect the status of invasive species, yet NMFS has no control over the subject water releases that may affect the status of quagga mussel in Piru Creek. The water releases are required in the license that the Federal Energy Regulatory Commission (Commission) issued to United Water Conservation District (United) for operation of the Santa Felicia Project. In 2008, NMFS issued a biological opinion on the effects on endangered steelhead (*Oncorhynchus mykiss*) and designated critical habitat for this species from the Commission's proposed issuance of the Project license. Although NMFS generally shares your concern regarding the potential spread of this invasive species, NMFS' legal role and responsibility with regard to this Project is limited to consulting with the Commission, at their request, and providing technical assistance to the Commission and United on operating the Project to achieve compliance with Section 7 of the U.S. Endangered Species Act. In this context, NMFS has discussed with United the procedural steps to comply with Section 7 should the Commission and United wish to cease water releases from Lake Piru.

Please contact Anthony Spina at (562) 980-4045 if you have questions regarding this letter or would like additional information.

Sincerely,

William W. Stelle, Jr.  
Regional Administrator

cc: Honorable Senator Dianne Feinstein, United States Senate  
Honorable Senator Barbara Boxer, United States Senate  
Honorable Julia Brownley (26<sup>th</sup> District), House of Representatives  
Mike Solomon, United Water Conservation District  
Gerald Maloney, FERC  
Roger Root, USFWS  
Mary Larson, CDFW  
Administrative File: 151422SWR02PR8222



**CASITAS MUNICIPAL WATER DISTRICT  
TREASURER'S MONTHLY REPORT OF INVESTMENTS  
05/20/14**

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	\$929,446	\$929,720	5.650%	04/01/2013	6.30%	40
*TB	Federal Home Loan Bank	313379EE5	06/14/2019	\$1,383,138	\$1,344,749	1.625%	10/03/2012	9.12%	1824
*TB	Federal Home Loan Bank	3133XFKF2	06/11/2021	\$715,194	\$685,194	5.625%	01/16/2013	4.65%	2541
*TB	Federal Home Loan Bank	3133XKTV7	06/13/2014	\$937,667	\$937,870	4.875%	04/01/2013	6.36%	23
*TB	Federal Home Loan Bank	3133XLWN1	09/12/2014	\$944,324	\$944,843	5.250%	04/01/2013	6.41%	112
*TB	Federal Home Loan Bank	3133XWNB10	06/12/2015	\$706,575	\$720,272	2.875%	07/01/2010	4.88%	382
*TB	Federal Home Loan Bank	3134A4VG60	11/17/2015	\$729,500	\$746,816	4.750%	07/19/2010	5.06%	537
*TB	Federal Home Loan Bank	3134G34WJ	08/28/2014	\$997,421	\$997,798	0.375%	04/01/2013	6.76%	98
*TB	Federal Home Loan MTG Corp	3135G0ES80	11/15/2016	\$690,371	\$695,185	1.375%	03/12/2012	4.71%	895
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,127,454	\$1,139,020	5.125%	01/03/2012	7.72%	1257
*TB	Federal Home Loan MTG Corp	3137EACD90	07/28/2014	\$701,873	\$703,871	3.000%	07/01/2010	4.77%	68
*TB	Federal Home Loan MTG Corp	3137EADB2	01/13/2022	\$209,006	\$198,692	2.375%	02/11/2013	1.35%	2753
*TB	Federal Natl MTG Assn	31398AYY20	09/16/2014	\$703,059	\$706,608	3.000%	07/01/2010	4.79%	116
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/2018	\$1,140,379	\$1,194,868	1.375%	07/06/2010	8.10%	1495
*TB	US Treasury Notes	912828LZ10	11/30/2014	\$702,229	\$707,630	2.125%	07/01/2010	4.80%	190
*TB	US Treasury Inflation Index NTS	912828MF40	01/15/2020	\$1,125,226	\$1,190,661	1.375%	07/01/2010	8.07%	2035
*TB	US Treasury Bond	912828WE6	11/15/2023	\$769,853	\$782,450	2.613%	12/13/2013	5.30%	3415
Accrued Interest					\$123,669				
<b>Total in Gov't Sec. (11-00-1055-00&amp;1065)</b>				<b>\$14,512,716</b>	<b>\$14,749,914</b>			<b>80.35%</b>	
*CD	cit Salt Lake City UT - CD		12/18/2023	\$245,000	\$243,258	3.30%			
*CD	Discover BK Greenwood DE - CD		01/16/2024	\$239,000	\$235,489	3.20%			
*CD	GE Capital - CD Draper, UT		09/27/2023	\$245,000	\$243,163	3.25%			
*CD	GE Capital - CD Salt Lake City, UT		09/27/2023	\$245,000	\$241,210	3.15%			
*CD	Goldman Sachs - CD New York, NY		10/30/2023	\$224,000	\$223,373	3.25%			
*CD	Toyota Financial Services - CD -Henderson NV		12/20/2023	\$245,000	\$243,339	3.30%			
<b>Total Certificates of Deposit: (11.13506)</b>				<b>\$1,443,000</b>	<b>\$1,429,831</b>			<b>7.79%</b>	
**	<b>LAIF as of: (11-00-1050-00)</b>		N/A	<b>\$445</b>	<b>\$445</b>	0.23%	Estimated	<b>0.00%</b>	
***	<b>COVI as of: (11-00-1060-00)</b>		N/A	<b>\$2,176,239</b>	<b>\$2,176,239</b>	0.35%	Estimated	<b>11.86%</b>	
<b>TOTAL FUNDS INVESTED</b>				<b>\$18,132,400</b>	<b>\$18,356,429</b>			<b>100.00%</b>	
Total Funds Invested last report				\$18,135,635	\$18,366,816				
Total Funds Invested 1 Yr. Ago				\$18,255,061	\$18,778,882				
****	<b>CASH IN BANK (11-00-1000-00) EST.</b>			<b>\$4,711,755</b>	<b>\$4,711,755</b>				
	<b>CASH IN Western Asset Money Market</b>			<b>\$9</b>	<b>\$9</b>	0.01%			
<b>TOTAL CASH &amp; INVESTMENTS</b>				<b>\$22,844,164</b>	<b>\$23,068,193</b>				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$18,387,644	\$18,911,465				
*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.