

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
December 12, 2012
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 November 28, 2012 Board Meeting.
 - b. Minutes of the November 27, 2012 Board Meeting.
 - c. Resolution cancelling the Board meeting of December 26, 2012 and setting a special meeting for a tour of facilities for December 19, 2012.

RECOMMENDED ACTION: Adopt Consent Agenda

5. Bills
6. Committee/Manager Reports
 - a. Recreation Committee Minutes
7. Recommend acceptance of the 2012 Casitas Water Adventure End of Season Report.

RECOMMENDED ACTION: Motion approving recommendation

8. Recommend approval of a purchase order to Coast Cart, Inc. in the amount of \$15,851.55 for the purchase of two E-Z Go Carts.

RECOMMENDED ACTION: Motion approving recommendation

9. Discussion regarding the Matilija Dam Design Oversight Group's meeting of December 4, 2012.

10. Information Items:

- a. Monthly Cost Analysis for operation of Robles, fisheries and fish passage.
- b. Monthly Cost Analysis for Ojai FLOW.
- c. Investment Report.

11. Closed Session

- a. (Govt. Code Sec. 54956.9 (c))
Conference with Legal Counsel – Anticipated Litigation (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
November 28, 2012

A meeting of the Board of Directors was held November 28, 2012 at Casitas' Office, Oak View, California. Directors Baggerly, Word, Hicks, Bergen and Kaiser were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were two staff members and three members of the public in attendance. President Baggerly led the group in the flag salute.

1. Public Comments

None

2. General Manager comments.

Mr. Wickstrum reported on the successful shut down at the Upper Ojai pump plant and reservoir and informed the board that it was back in service by 3:00.

3. Board of Director comments.

Director Kaiser mentioned he checked on the new bait store constructions over the weekend and he encouraged the other Directors to view the progress.

President Baggerly asked Dave Woolley, our local Bureau of Reclamation representative, to discuss changes at the Bureau. Mr. Woolley explained that Don Glaser has been drawn back to Denver and will keep the Bay Delta issue and the Friant water issues renegotiation on his plate. Jim Arrollo is taking his place. Mr. Woolley informed the board that he met with Park Services Manager Carol Belser this morning and that they have additional funds to add to our agreement. They will be working on the budgets tomorrow. He met with the Forest Service and told them we want to turn over the operation of the open space land over to Casitas. They have agreed. There may be some funds moved to Casitas and we will start that as an O & M agreement. There are two agreements to operate the open space and we will have to work through that and have the solicitor's approvals. Mr. Woolley explained that they plan to improve the existing fire station and that he will be meeting with Lorraine Walker regarding the Ventura River Watershed Council as he is going to manage a grant they received to develop a watershed plan for the entire basin.

Director Word arrived to the meeting at 3:08 p.m.

Mr. Woolley added that law enforcement and funding for it will continue. There was discussion regarding a request from an individual to use an area in the open space land. The board was informed that the Bureau is planning to

fence the area across from the park and it will be wildlife friendly with appropriate signage.

4. Consent Agenda APPROVED

- a. Minutes of the November 14, 2012 Board Meeting.

The Consent Agenda was offered by Director Kaiser, seconded by Director Bergen and passed.

5. Bills APPROVED

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

6. Committee/Manager Reports APPROVED FOR FILING

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

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

7. Recommend acceptance of the fiscal year 2010-2011 Comprehensive Annual Financial Report. APPROVED

Paul Kaymark of Charles Z. Fedak reported that he met with the Finance Committee earlier in the month; they reviewed the report and talked about certain areas. It was a good year and we looked at Recreation with a positive for the year. President Baggerly asked if we received an unqualified opinion that we have followed all government accounting standards. Mr. Kaymark replied yes.

On the motion of Director Bergen, seconded by Director Word and passed, the Comprehensive Annual Financial Report was approved.

8. Resolution awarding a contract to Olympus and Associates in the amount of \$289,362.25 for the Upper Ojai Reservoir Interior Coating and Repair Specification No. 12-356. ADOPTED

Mr. Wickstrum explained that we are now getting into our single tank projects and the prices came in higher than they had been in the last two years. This firm did an excellent job with our Oak View Tank, paying attention to safety and coordination with neighbors to do the work in a professional manner.

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

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

Resolution is numbered 12-33.

9. Information Items:

- a. Recreation Area Report for October, 2012.
- b. Investment Report.

On the motion of Director Word, seconded by Director Hicks and passed, the information items were received.

President Baggerly moved the meeting to closed session at 3:24 p.m.

10. Closed Session

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

President Baggerly moved the meeting back into open session at 3:49 p.m. with Mr. Mathews stating the board discussed one anticipated case and there was no formal action taken during closed session.

11. Adjournment

President Baggerly adjourned the meeting at 3:50 p.m.

Bill Hicks, Secretary

Minutes of the Casitas Municipal Water District
Special Board Meeting Held
November 27, 2012

A special meeting of the Board of Directors was held November 27, 2012 at Casitas' Office, Oak View, California. Directors Baggerly, Word, Hicks, Bergen and Kaiser were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were no staff members and no members of the public in attendance. President Baggerly led the group in the flag salute.

1. Public Comments

None

2. General Manager comments.

Mr. Wickstrum reported that the planned shutdown is going well.

3. Board of Director comments.

None

4. Closed Session

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

President Baggerly moved the meeting to closed session at 3:02 p.m.

President Baggerly moved the meeting back into open session at 5:04 p.m. with Mr. Mathews stating that the Board discussed the anticipated litigation with general and special counsel. No specific actions were taken.

5. Adjournment

President Baggerly adjourned the meeting at 5:05 p.m.

Bill Hicks, Secretary

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION CANCELING THE
BOARD OF DIRECTORS MEETING SET FOR DECEMBER 26, 2012 AND
SCHEDULING A SPECIAL MEETING FOR A TOUR OF FACILITIES TO BE HELD
DECEMBER 19, 2012

WHEREAS, the second regular meeting of the Board of Directors of Casitas Municipal Water District falls on December 26, 2012; and

WHEREAS, it is the desire of the Board of Directors to cancel that meeting; and

WHEREAS, the Board would like to hold a special meeting on December 19, 2012 to tour district facilities.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Casitas Municipal Water District that the second regular meeting of the Board scheduled for December 26, 2012 is hereby canceled and a special meeting is scheduled for December 19, 2012.

ADOPTED this 12th day of December, 2012.

Russ Baggerly, President
Casitas Municipal Water District

ATTEST:

Bill Hicks, Secretary
Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT

Payable Fund Check Authorization

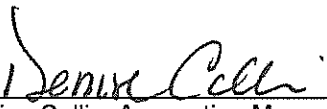
Checks Dated 11/19/12-12/5/12

Presented to the Board of Directors For Approval December 12, 2012

| Check | Payee | | | Description | Amount |
|--------|-----------------------|---|------------|-------------------------------|----------------|
| 000372 | Payables Fund Account | # | 9759651478 | Accounts Payable Batch 112812 | \$214,369.50 |
| 000373 | Payables Fund Account | # | 9759651478 | Accounts Payable Batch 120512 | \$525,696.59 |
| | | | | | \$740,066.09 |
| 000374 | Payroll Fund Account | # | 9469730919 | Estimated Payroll 12/27/12 | \$130,000.00 |
| 000375 | Payroll Fund Account | # | 9469730919 | Estimated Payroll 1/10/13 | \$130,000.00 |
| | | | | | \$260,000.00 |
| | | | | Total | \$1,000,066.09 |

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, 000372-000375 have been duly audited is hereby certified as correct.

 12/10/12

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.

| | | |
|--------|--------------------------|---------------|
| 000372 | A/P Checks: | 013965-013988 |
| | A/P Draft to P.E.R.S. | 112823 |
| | A/P Draft to State of CA | 112822 |
| | A/P Draft to I.R.S. | 112821 |
| | Void: | |

| | | |
|--------|--------------------------|---------------|
| 000373 | A/P Checks: | 013989-014077 |
| | A/P Draft to P.E.R.S. | |
| | A/P Draft to State of CA | |
| | A/P Draft to I.R.S. | |
| | Void: | 014035 |

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

 12/16/12
Denise Collin, Accounting Manager

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 11/24/12
Pay Date of 11/29/12
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 11/26/12
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

12/06/2012 8:22 AM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 11/19/2012 THRU 12/05/2012

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 | 12/05/2012 | | | 014035 | | |

| * * T O T A L S * * | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|---------------------|----|----------------|-----------|--------------|
| REGULAR CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| HAND CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 0 | 0.00 | 0.00 | 0.00 |
| EFT: | 0 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |

| | | | | |
|--------------|---------------|------|--|--|
| VOID CHECKS: | 1 VOID DEBITS | 0.00 | | |
| | VOID CREDITS | 0.00 | | |

TOTAL ERRORS: 0

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

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|---|--------|------------|----------------|----------|----------|--------------|--------------|
| 00049 | STATE OF CALIFORNIA I-T2 201211270637 State Withholding | D | 11/28/2012 | 7,827.75 | | 000000 | | 7,827.75 |
| 00128 | INTERNAL REVENUE SERVICE I-T1 201211270637 Federal Withholding I-T3 201211270637 FICA Withholding I-T4 201211270637 Medicare Withholding | D | 11/28/2012 | 22,837.28 | | 000000 | | |
| | | D | 11/28/2012 | 15,695.64 | | 000000 | | |
| | | D | 11/28/2012 | 5,279.48 | | 000000 | | 43,812.40 |
| 00187 | CALPERS I-PER201211270637 PERS EMPLOYEE PORTION I-PRR201211270637 PERS EMPLOYER PORTION | D | 11/28/2012 | 10,538.00 | | 000000 | | |
| | | D | 11/28/2012 | 12,739.77 | | 000000 | | 23,277.77 |
| 01616 | FRED BRENEMAN I-11/11 - 11/24/12 11/11/12-11/24/12 Claim # 08-66416 11-11-2012 through 11/24/2012 | R | 11/19/2012 | 391.00 | | 013965 | | 391.00 |
| 01985 | AFLAC/FLEX ONE I-112712 Reimburse Medical 2012 | R | 11/27/2012 | 510.00 | | 013966 | | 510.00 |
| 01629 | 3M I-02109430 Prescription Safety GlassesE&M | R | 11/28/2012 | 76.50 | | 013967 | | 76.50 |
| 00004 | ACWA/JPIA I-Nov 12 Health Insurance 11/12 | R | 11/28/2012 | 106,078.89 | | 013968 | | 106,078.89 |
| 00014 | AQUA-FLO SUPPLY I-387310 Temp Water Line Parts, PL | R | 11/28/2012 | 931.21 | | 013969 | | 931.21 |
| 00018 | AT & T MOBILITY I-829434088X11142012 Wildlife Biologist, Cell Chrgs | R | 11/28/2012 | 9.86 | | 013970 | | 9.86 |
| 00055 | CASITAS BOAT RENTALS I-111912 Snowbird Meeting on 11/19/12 I-Oct 12 Gas Gas for Boats at LCRA | R | 11/28/2012 | 20.38 | | 013971 | | |
| | | R | 11/28/2012 | 1,871.26 | | 013971 | | 1,891.64 |
| 02480 | David Taussig & Associates I-1210074 Prof Srvcs, 10/31/12 | R | 11/28/2012 | 7,048.03 | | 013972 | | 7,048.03 |
| 00086 | E.J. Harrison & Sons Inc I-5713 Acct#1C00054230 I-950 Acct#500546088 | R | 11/28/2012 | 745.00 | | 013973 | | |
| | | R | 11/28/2012 | 560.00 | | 013973 | | 1,305.00 |
| 00093 | FEDERAL EXPRESS I-208450152 Shipping for Engineering | R | 11/28/2012 | 28.56 | | 013974 | | 28.56 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------------|--|--------|------------|----------------|----------|----------|--------------|--------------|
| 00121 | HACH COMPANY | | | | | | | |
| I-7998019 | Rent Flowmeter, Engineering | R | 11/28/2012 | 446.23 | | 013975 | | |
| I-8037641 | Reagents for Mira Monte Well | R | 11/28/2012 | 173.90 | | 013975 | | 620.13 |
| 01092 | JOHN PARLEE | | | | | | | |
| I-112712 | Renew D2 Certification | R | 11/28/2012 | 80.00 | | 013976 | | 80.00 |
| 10042 | PSR ENVIRONMENTAL SERVICE, INC | | | | | | | |
| I-5720 | Gas Tank Inspection, LCRA | R | 11/28/2012 | 210.00 | | 013977 | | |
| I-5721 | Gas Tank Inspection, Main Yard | R | 11/28/2012 | 210.00 | | 013977 | | 420.00 |
| 00215 | SOUTHERN CALIFORNIA EDISON | | | | | | | |
| I-112012 | Acct#2237011044 | R | 11/28/2012 | 23.22 | | 013978 | | |
| I-112112 | Acct#2157697889 | R | 11/28/2012 | 520.22 | | 013978 | | |
| I-112112A | Acct#2266156405 | R | 11/28/2012 | 132.52 | | 013978 | | |
| I-112112B | Acct#2312811532 | R | 11/28/2012 | 45.19 | | 013978 | | 721.15 |
| 10100 | SPECIALTY MARINE, INC | | | | | | | |
| I-1429 | Repair Water Leak, #136 Boat | R | 11/28/2012 | 257.84 | | 013979 | | 257.84 |
| 00207 | State Board of Equalization | | | | | | | |
| I-00013725096 | Account: WREF094-004822 Water Rights Fee for Casitas Dam | R | 11/28/2012 | 5,539.50 | | 013980 | | 5,539.50 |
| 00207 | State Board of Equalization | | | | | | | |
| I-00013781678 | Account: WREF094-002774 Water Rights Fee for Matilija Dam | R | 11/28/2012 | 364.50 | | 013981 | | 364.50 |
| 00767 | STATE WATER RESOURCES CONTROL | | | | | | | |
| I-WD0081499 | Aquatic Pesticide Annual Fee | R | 11/28/2012 | 1,943.00 | | 013982 | | 1,943.00 |
| 00270 | WELLS FARGO BANK | | | | | | | |
| I-110812A | Waterproof Camera, Fisheries | R | 11/28/2012 | 135.15 | | 013983 | | |
| I-110812B | Aquatic Management Course | R | 11/28/2012 | 550.00 | | 013983 | | |
| I-110812C | Coat Rack for LCRA | R | 11/28/2012 | 92.24 | | 013983 | | |
| I-110812D | Dewalt Tool Batteries, Maint | R | 11/28/2012 | 212.36 | | 013983 | | |
| I-110812E | Monthly Credit Card Charges | R | 11/28/2012 | 1,730.22 | | 013983 | | 2,719.97 |
| 00124 | ICMA RETIREMENT TRUST - 457 | | | | | | | |
| I-CUI201211270637 | 457 CATCH UP | R | 11/28/2012 | 569.24 | | 013984 | | |
| I-DCI201211270637 | DEFERRED COMP FLAT | R | 11/28/2012 | 2,561.52 | | 013984 | | |
| I-DI%201211270637 | DEFERRED COMP PERCENT | R | 11/28/2012 | 128.30 | | 013984 | | 3,259.06 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|-------------------|--|--------------|----------------|----------|----------|--------------|--------------|
| 01960 | I-MOR201211270637 | Moringa Community PAYROLL CONTRIBUTIONS | R 11/28/2012 | 16.75 | | 013985 | | 16.75 |
| 00985 | I-CUN201211270637 | NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP | R 11/28/2012 | 423.06 | | 013986 | | |
| | I-DCN201211270637 | DEFERRED COMP FLAT | R 11/28/2012 | 4,167.68 | | 013986 | | 4,590.74 |
| 00180 | I-COP201211270637 | S.E.I.U. - LOCAL 721 SEIU 721 COPE | R 11/28/2012 | 9.50 | | 013987 | | |
| | I-UND201211270637 | UNION DUES | R 11/28/2012 | 593.75 | | 013987 | | 603.25 |
| 00230 | I-UWY201211270637 | UNITED WAY PAYROLL CONTRIBUTIONS | R 11/28/2012 | 45.00 | | 013988 | | 45.00 |
| 01985 | I-112912 | AFLAC/FLEX ONE Reimburse Medical 2012 | R 11/30/2012 | 56.00 | | 013989 | | 56.00 |
| 01985 | I-120412 | AFLAC/FLEX ONE Reimburse Medical 2012 | R 12/04/2012 | 620.00 | | 013990 | | 620.00 |
| 00695 | I-2303 | AAA SERVICES CO. New Pressure Washer Hose | R 12/05/2012 | 167.31 | | 013991 | | 167.31 |
| 02487 | C-209712A | Abraxis, LLC Accrue Use Tax | R 12/05/2012 | 9.06CR | | 013992 | | |
| | D-209712A | Accrue Use Tax | R 12/05/2012 | 9.06 | | 013992 | | |
| | I-209712 | Algal Toxin Test Strips, WQ | R 12/05/2012 | 165.00 | | 013992 | | 165.00 |
| 00011 | I-121100847101 | ALERT COMMUNICATIONS Call Center 12/11 | R 12/05/2012 | 217.20 | | 013993 | | 217.20 |
| 00029 | I-1356261 | AMERICAN TOWER CORP Tower Rent, Red Mtn, Rincon Pk | R 12/05/2012 | 1,551.56 | | 013994 | | 1,551.56 |
| 00014 | I-391763 | AQUA-FLO SUPPLY Colored Marking Flags, WC | R 12/05/2012 | 2.42 | | 013995 | | |
| | I-398840 | PVC Adapter, Glue, Fairview PP | R 12/05/2012 | 68.82 | | 013995 | | |
| | I-399470 | PVC Parts for Treatment Plant | R 12/05/2012 | 20.61 | | 013995 | | 91.85 |
| 01703 | I-36247 | ARNOLD LAROCHELLE MATTHEWS Matter No: 5088-008, 10/12 | R 12/05/2012 | 3,289.00 | | 013996 | | |
| | I-36248 | Matter No: 5088-001, 11/12 | R 12/05/2012 | 4,563.00 | | 013996 | | 7,852.00 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|--|--------|------------|----------------|----------|----------|--------------|--------------|
| 01666 | AT & T | | | | | | | |
| | I-000003847369 Local, Regional, Long Distance For District Office | R | 12/05/2012 | 768.81 | | 013997 | | |
| | I-000003876076 T-1 Lines | R | 12/05/2012 | 896.92 | | 013997 | | 1,665.73 |
| 00020 | AVENUE HARDWARE, INC | | | | | | | |
| | I-48803 Trowel, Crow Bar, Shovel OM CS | R | 12/05/2012 | 43.82 | | 013998 | | |
| | I-49458 Reflection Tape, TP | R | 12/05/2012 | 14.48 | | 013998 | | 58.30 |
| 00030 | B&R TOOL AND SUPPLY CO | | | | | | | |
| | I-1254032000101 Dies, Safety Glasses for PL | R | 12/05/2012 | 125.68 | | 013999 | | |
| | I-1254604000101 Parts to Repair Pipe Threader | R | 12/05/2012 | 76.20 | | 013999 | | |
| | I-1254619000101 Replace Punch for Pump Plants | R | 12/05/2012 | 62.62 | | 013999 | | 264.50 |
| 00679 | BAKERSFIELD PIPE & SUPPLY INC | | | | | | | |
| | I-S1856181001 Piping Parts for Temp Tanks | R | 12/05/2012 | 361.26 | | 014000 | | |
| | I-S1857493001 Ball Valves for WH Stock | R | 12/05/2012 | 160.88 | | 014000 | | 522.14 |
| 02026 | Carol Belser | | | | | | | |
| | I-Nov 12 ARC Courses, LCRA | R | 12/05/2012 | 105.00 | | 014001 | | 105.00 |
| 02059 | Berkadia G | | | | | | | |
| | I-111912 Interest Due Mira Monte Loan | R | 12/05/2012 | 3,712.50 | | 014002 | | 3,712.50 |
| 01616 | FRED BRENEMAN | | | | | | | |
| | I-120412 11/24/12-12/8/12 | R | 12/05/2012 | 391.00 | | 014003 | | 391.00 |
| 01611 | BURLINGTON SAFETY LABORATORY, | | | | | | | |
| | I-32081 Test 3 Pairs of E & M Gloves | R | 12/05/2012 | 63.50 | | 014004 | | 63.50 |
| 00057 | CLEAN SOURCE | | | | | | | |
| | I-271564000 Janitorial Supplies, LCRA | R | 12/05/2012 | 342.49 | | 014005 | | 342.49 |
| 01843 | COASTAL COPY | | | | | | | |
| | I-439642 Copies Usage for LCRA | R | 12/05/2012 | 154.74 | | 014006 | | |
| | I-439643 Copier Usage for Dist Ofc | R | 12/05/2012 | 111.85 | | 014006 | | 266.59 |
| 00059 | COASTAL PIPCO | | | | | | | |
| | I-S1739294006 Gate Valve for Temp Tanks | R | 12/05/2012 | 338.04 | | 014007 | | |
| | I-S1748716001 Sprinkler for Coyote | R | 12/05/2012 | 69.87 | | 014007 | | 407.91 |
| 00062 | CONSOLIDATED ELECTRICAL | | | | | | | |
| | I-9009668174 DataLinc Modem Set, Telemetry | R | 12/05/2012 | 5,262.71 | | 014008 | | |
| | I-9009668179 Switchboard for OVPP | R | 12/05/2012 | 51,591.27 | | 014008 | | |
| | I-9009668464 DataLinc Modem Set, Telemetry | R | 12/05/2012 | 250.29 | | 014008 | | 57,104.27 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|-------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 00331 | COORDINATED WIRE ROPE | | | | | | | |
| | C-C74305 | | | | | | | |
| | I-74257 | R | 12/05/2012 | 72.00CR | | 014009 | | |
| | I-74306 | R | 12/05/2012 | 3,852.00 | | 014009 | | |
| | | R | 12/05/2012 | 77.22 | | 014009 | | 3,857.22 |
| 01483 | CORVEL CORPORATION | | | | | | | |
| | I-C00203660457 | R | 12/05/2012 | 20.00 | | 014010 | | |
| | I-C00203704469 | R | 12/05/2012 | 20.00 | | 014010 | | 40.00 |
| 02214 | CS-amsco | | | | | | | |
| | I-7076 | R | 12/05/2012 | 16,556.60 | | 014011 | | 16,556.60 |
| 00740 | DELL MARKETING L.P. | | | | | | | |
| | I-XJ1CX44M6 | R | 12/05/2012 | 9,992.63 | | 014012 | | |
| | I-XJ1J8MF27 | R | 12/05/2012 | 9,718.23 | | 014012 | | |
| | I-XJ1JXD921 | R | 12/05/2012 | 9,718.23 | | 014012 | | 29,429.09 |
| 02134 | Department of Fish and Game | | | | | | | |
| | I-112912 | R | 12/05/2012 | 47.75 | | 014013 | | 47.75 |
| 00182 | DEWITT PETROLEUM | | | | | | | |
| | I-0025182IN | R | 12/05/2012 | 2,357.31 | | 014014 | | |
| | I-0025309IN | R | 12/05/2012 | 4,698.31 | | 014014 | | 7,055.62 |
| 00086 | E.J. Harrison & Sons Inc | | | | | | | |
| | I-5690 | R | 12/05/2012 | 114.55 | | 014015 | | 114.55 |
| 00488 | ELECTRONIC SYSTEMS TECHNOLOGY | | | | | | | |
| | I-6502 | R | 12/05/2012 | 425.29 | | 014016 | | 425.29 |
| 00091 | ERNST & YOUNG LLP | | | | | | | |
| | I-US0130733267 | R | 12/05/2012 | 902.00 | | 014017 | | 902.00 |
| 00095 | FAMCON PIPE & SUPPLY | | | | | | | |
| | I-146028 | R | 12/05/2012 | 82.58 | | 014018 | | |
| | I-146362 | R | 12/05/2012 | 456.89 | | 014018 | | |
| | I-146417 | R | 12/05/2012 | 625.27 | | 014018 | | |
| | I-146418 | R | 12/05/2012 | 296.01 | | 014018 | | |
| | I-146420 | R | 12/05/2012 | 344.27 | | 014018 | | |
| | I-146472 | R | 12/05/2012 | 69.71 | | 014018 | | |
| | I-146481 | R | 12/05/2012 | 603.55 | | 014018 | | 2,478.28 |
| 10120 | CHARLES Z. FEDAK & COMPANY | | | | | | | |
| | I-113012 | R | 12/05/2012 | 1,789.00 | | 014019 | | 1,789.00 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|--------------|---------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 00013 | FERGUSON ENTERPRISES INC #1083 | | | | | | | |
| I-8827259 | Thermometer for WP Showers | R | 12/05/2012 | 66.14 | | 014020 | | 66.14 |
| 00099 | FGL ENVIRONMENTAL | | | | | | | |
| I-211660A | Wet Chemistry-NO3 | R | 12/05/2012 | 61.00 | | 014021 | | 61.00 |
| 00104 | FRED'S TIRE MAN | | | | | | | |
| I-62434 | 2 Tires, Align #39, Maint Truck | R | 12/05/2012 | 439.93 | | 014022 | | |
| I-62435 | 2 Tires for #88, Pump Truck | R | 12/05/2012 | 841.97 | | 014022 | | |
| I-62628 | Flat Repair, #42, Pipelines | R | 12/05/2012 | 15.00 | | 014022 | | |
| I-62641 | 4 Tires for #4, Lab Truck | R | 12/05/2012 | 1,170.45 | | 014022 | | 2,467.35 |
| 01280 | FRY'S ELECTRONICS, INC. | | | | | | | |
| I-4781517 | Video Capture, Card Reader TP | R | 12/05/2012 | 59.24 | | 014023 | | 59.24 |
| 00216 | THE GAS COMPANY | | | | | | | |
| I-112712 | Acct#18231433006 | R | 12/05/2012 | 43.89 | | 014024 | | |
| I-112712A | Acct#00801443003 | R | 12/05/2012 | 625.85 | | 014024 | | 669.74 |
| 00432 | Government Finance Officers As | | | | | | | |
| I-120312 | GFOA Award for CAFR | R | 12/05/2012 | 435.00 | | 014025 | | 435.00 |
| 00115 | GRAINGER, INC | | | | | | | |
| I-9001423947 | Storage Totes for TP | R | 12/05/2012 | 45.49 | | 014026 | | |
| I-9002502517 | Staff Gauge for Casitas Parts | R | 12/05/2012 | 116.41 | | 014026 | | |
| I-9004625373 | Batteries for Admin Stock | R | 12/05/2012 | 16.67 | | 014026 | | |
| I-9976687369 | Batteries for Stock | R | 12/05/2012 | 26.79 | | 014026 | | 205.36 |
| 00125 | IDEXX DISTRIBUTION CORP | | | | | | | |
| I-264135007 | Lab Testing Supplies | R | 12/05/2012 | 23.96 | | 014027 | | 23.96 |
| 00126 | CAROLE ILES | | | | | | | |
| I-Nov 12 | Reimburse Mileage 11/12 | R | 12/05/2012 | 36.90 | | 014028 | | 36.90 |
| 00872 | Irrisoft, Inc. | | | | | | | |
| I-4383 | Weather Station Signal Srvcs | R | 12/05/2012 | 79.00 | | 014029 | | 79.00 |
| 00131 | JCI JONES CHEMICALS, INC | | | | | | | |
| I-566703 | Chlorine for TP, CM#566715 | R | 12/05/2012 | 899.94 | | 014030 | | |
| I-566704 | Chlorine for TP, CM#566716 | R | 12/05/2012 | 1,770.00 | | 014030 | | 2,669.94 |
| 01022 | KELLY CLEANING & SUPPLIES, INC | | | | | | | |
| I-6432915 | Janitorial Srvcs, LCRA | R | 12/05/2012 | 300.00 | | 014031 | | 300.00 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|----------------|---------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 01829 | MAC'S AUTO UPHOLSTERY | | | | | | | |
| I-22120 | Repair Seat Cushions, #111 JD | R | 12/05/2012 | 151.81 | | 014032 | | |
| I-22143 | Repair Seat Back, #43, Maint | R | 12/05/2012 | 151.81 | | 014032 | | 303.62 |
| 09881 | Marzulla Law, LLC | | | | | | | |
| I-1881 | File #4139.0003 11/12 | R | 12/05/2012 | 23.00 | | 014033 | | 23.00 |
| 00151 | MEINERS OAKS ACE HARDWARE | | | | | | | |
| I-523439 | Glue for LCRA | R | 12/05/2012 | 6.42 | | 014034 | | |
| I-524435 | Drill Bits, Bolts for IT Dept | R | 12/05/2012 | 3.49 | | 014034 | | |
| I-524449 | Drill Bit for IT Dept | R | 12/05/2012 | 1.71 | | 014034 | | |
| I-524471 | Paint for Line Check PL | R | 12/05/2012 | 8.13 | | 014034 | | |
| I-524527 | Raingear for PT Maint Crew | R | 12/05/2012 | 98.63 | | 014034 | | |
| I-524788 | Angle Locator for Pump Plants | R | 12/05/2012 | 13.87 | | 014034 | | |
| I-524948 | Concrete, Sprayer for Pipeline | R | 12/05/2012 | 51.80 | | 014034 | | |
| I-525034 | Caulk, Edger Blades for Maint | R | 12/05/2012 | 33.28 | | 014034 | | |
| I-525036 | Barbed Wire for LCRA Maint | R | 12/05/2012 | 156.13 | | 014034 | | |
| I-525236 | Cutoff blades for LCRA Maint | R | 12/05/2012 | 7.30 | | 014034 | | |
| I-525841 | Comps for Pipe on Donna St | R | 12/05/2012 | 23.19 | | 014034 | | |
| I-525891 | Chlorine, Tape Ruler, Pipeline | R | 12/05/2012 | 21.76 | | 014034 | | |
| I-526006 | Hex Key Set, Hooks, Velcro, IT | R | 12/05/2012 | 21.15 | | 014034 | | |
| I-526079 | Hoe, Hole Digger O & M CS | R | 12/05/2012 | 53.98 | | 014034 | | |
| I-526335 | Caulk, Seal Tape for Maint | R | 12/05/2012 | 43.33 | | 014034 | | |
| I-526336 | Sheet Metal for Dist Maint | R | 12/05/2012 | 9.64 | | 014034 | | |
| I-526344 | Concrete, Fast Set, Fairview PP | R | 12/05/2012 | 18.60 | | 014034 | | |
| I-526550 | Lawn Rake for Dist Maint | R | 12/05/2012 | 11.12 | | 014034 | | |
| I-526575 | Concrete, Accelerator for DM | R | 12/05/2012 | 36.20 | | 014034 | | |
| I-526588 | Wood for TP Scaffolding | R | 12/05/2012 | 6.64 | | 014034 | | |
| I-526834 | Bulbs for Showerhouse | R | 12/05/2012 | 4.91 | | 014034 | | 631.28 |
| 01876 | NALCO COMPANY | | | | | | | |
| I-97052371 | Anionic Polymer for TP | R | 12/05/2012 | 662.22 | | 014036 | | 662.22 |
| 00163 | OFFICE DEPOT | | | | | | | |
| I-631878756001 | Office Supplies | R | 12/05/2012 | 270.33 | | 014037 | | |
| I-631879147001 | Office Supplies | R | 12/05/2012 | 116.88 | | 014037 | | |
| I-634072239001 | Office Supplies | R | 12/05/2012 | 48.40 | | 014037 | | |
| I-634072239002 | Office Supplies | R | 12/05/2012 | 12.71 | | 014037 | | 448.32 |
| 01570 | Ojai Auto Supply LLC | | | | | | | |
| I-258433 | Lamp for Lab Truck, #4 | R | 12/05/2012 | 10.61 | | 014038 | | |
| I-259253 | Tailgate Cable, #13, Lab Truck | R | 12/05/2012 | 26.58 | | 014038 | | 37.19 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|---------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 02483 | Ojai Imprints | | | | | | | |
| I-112620122 | Maintenance Shirts/Sweatshirts | R | 12/05/2012 | 677.87 | | 014039 | | 677.87 |
| 00165 | OJAI LUMBER CO, INC | | | | | | | |
| I-2440921 | Picnic Table Board Finish | R | 12/05/2012 | 196.78 | | 014040 | | 196.78 |
| 01051 | OJAI VALLEY CARD & GIFT | | | | | | | |
| I-11402903 | Office Supplies for Waterpark | R | 12/05/2012 | 47.17 | | 014041 | | |
| I-11442103 | Hand Tallys for Waterpark | R | 12/05/2012 | 23.57 | | 014041 | | 70.74 |
| 00734 | ONESOURCE DISTRIBUTORS | | | | | | | |
| I-S3906007001 | Electrical Conduit for FVPP | R | 12/05/2012 | 292.43 | | 014042 | | 292.43 |
| 00188 | PETTY CASH | | | | | | | |
| I-120412 | Replenish Petty Cash | R | 12/05/2012 | 264.72 | | 014043 | | 264.72 |
| 00627 | PORT SUPPLY | | | | | | | |
| I-1931 | Batteries for Gauge Stations | R | 12/05/2012 | 126.53 | | 014044 | | |
| I-6811 | Batteries for Gauge Stations | R | 12/05/2012 | 379.60 | | 014044 | | 506.13 |
| 00184 | POWERSTRIDE BATTERY CO, INC | | | | | | | |
| I-V580449 | Battery for #114, JD Loader | R | 12/05/2012 | 100.33 | | 014045 | | 100.33 |
| 01439 | PRECISION POWER EQUIPMENT | | | | | | | |
| I-1845 | Filters for Equip, Dist Maint | R | 12/05/2012 | 44.24 | | 014046 | | |
| I-1849 | Chains for Chain Saws, DM | R | 12/05/2012 | 88.45 | | 014046 | | |
| I-1854 | Carburetor for Chainsaw, DM | R | 12/05/2012 | 44.96 | | 014046 | | |
| I-1859 | Waterpark Blower Repair | R | 12/05/2012 | 22.87 | | 014046 | | 200.52 |
| 10042 | PSR ENVIRONMENTAL SERVICE, INC | | | | | | | |
| I-5745 | Annual Leak Detection Cert,DO | R | 12/05/2012 | 1,298.32 | | 014047 | | |
| I-5746 | Replace Sensor, Dist Ofc Tank | R | 12/05/2012 | 695.66 | | 014047 | | 1,993.98 |
| 00788 | QUINN COMPANY | | | | | | | |
| I-PC010289391 | Keys Made for Cat Equip, LCRA | R | 12/05/2012 | 20.85 | | 014048 | | 20.85 |
| 00313 | ROCK LONG'S AUTOMOTIVE | | | | | | | |
| I-7022 | Water Pump, Radiator Hose #38 | R | 12/05/2012 | 908.60 | | 014049 | | |
| I-7090 | Lube, Oil Change,Diagnosis #37 | R | 12/05/2012 | 355.21 | | 014049 | | 1,263.81 |
| 02344 | ServiceMaster Building Mainten | | | | | | | |
| I-A11993 | Janitorial Service, Dist Ofc | R | 12/05/2012 | 1,032.00 | | 014050 | | 1,032.00 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 02484 | Signs Now | | | | | | | |
| I-8011 | CMWD Banner for Events/Fairs | R | 12/05/2012 | 154.44 | | 014051 | | 154.44 |
| 00725 | SMART & FINAL | | | | | | | |
| I-120512 | Breakroom Supplies, Dist Ofc | R | 12/05/2012 | 109.05 | | 014052 | | 109.05 |
| 02003 | Sostre & Associates | | | | | | | |
| I-2072 | CMS Fee and Web Hosting | R | 12/05/2012 | 249.00 | | 014053 | | 249.00 |
| 00215 | SOUTHERN CALIFORNIA EDISON | | | | | | | |
| I-112912 | Acct#2210507034 | R | 12/05/2012 | 14,844.47 | | 014054 | | |
| I-113012 | Acct#2210503702 | R | 12/05/2012 | 13,664.04 | | 014054 | | |
| I-120412 | Acct#2210502480 | R | 12/05/2012 | 87,570.33 | | 014054 | | |
| I-120412A | Acct#2210505426 | R | 12/05/2012 | 1,753.69 | | 014054 | | |
| I-120412B | Acct#2237789169 | R | 12/05/2012 | 25.65 | | 014054 | | |
| I-120412C | Acct#2269631768 | R | 12/05/2012 | 19.36 | | 014054 | | 117,877.54 |
| 00048 | STATE OF CALIFORNIA | | | | | | | |
| I-120112 | State Water Plan Payment | R | 12/05/2012 | 158,986.00 | | 014055 | | 158,986.00 |
| 01122 | Suzi Taylor | | | | | | | |
| I-Nov 12 | Ofc Supplies, Grass Seed LCRA | R | 12/05/2012 | 296.00 | | 014056 | | 296.00 |
| 09465 | TRAVIS AGRICULTURAL CONSTRUCTI | | | | | | | |
| I-125091 | Install Temp Piping, UO Res | R | 12/05/2012 | 16,402.50 | | 014057 | | 16,402.50 |
| 00234 | UNITED WATER CONSERVATION | | | | | | | |
| I-120412 | State Water Plan Payment | R | 12/05/2012 | 24,171.50 | | 014058 | | 24,171.50 |
| 00825 | USA BLUEBOOK | | | | | | | |
| I-821056 | Buffer, Dispenser for Lab | R | 12/05/2012 | 56.60 | | 014059 | | |
| I-825498 | Pressure Gauges for TP | R | 12/05/2012 | 534.87 | | 014059 | | |
| I-826144 | Water Testing Tool, O&M CS | R | 12/05/2012 | 404.32 | | 014059 | | 995.79 |
| 00243 | VALLEY EQUIPMENT | | | | | | | |
| I-10636 | Chain for Chain Saw, LCRA | R | 12/05/2012 | 22.35 | | 014060 | | 22.35 |
| 00247 | County of Ventura | | | | | | | |
| I-112912 | Annual Excavation Permit | R | 12/05/2012 | 995.00 | | 014061 | | 995.00 |
| 00256 | VENTURA RENTAL CENTER, INC. | | | | | | | |
| I-1364573 | Excavator Rental, Pipelines | R | 12/05/2012 | 1,049.75 | | 014062 | | 1,049.75 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 00257 | VENTURA RIVER COUNTY WATER | | | | | | | |
| I-113012 | Acct#0537500A | R | 12/05/2012 | 57.44 | | 014063 | | |
| I-113012A | Acct#0350100A | R | 12/05/2012 | 20.73 | | 014063 | | 78.17 |
| 00258 | VENTURA STEEL, INC | | | | | | | |
| I-134652 | Steel Plates for Pipelines | R | 12/05/2012 | 64.56 | | 014064 | | 64.56 |
| 09955 | VENTURA WHOLESALE ELECTRIC | | | | | | | |
| I-168740 | Conduit Hubs for Fairview PP | R | 12/05/2012 | 42.90 | | 014065 | | |
| I-169070 | Nipple for Fairview PP Upgrade | R | 12/05/2012 | 21.40 | | 014065 | | |
| I-169071 | Metal Covers for PP GFIs | R | 12/05/2012 | 60.06 | | 014065 | | 124.36 |
| 00949 | CITY OF VENTURA | | | | | | | |
| I-120412 | State Water Plan Payment | R | 12/05/2012 | 48,343.00 | | 014066 | | 48,343.00 |
| 00433 | WIENHOFF DRUG TESTING | | | | | | | |
| I-41397 | 2013 Consortium Fee | R | 12/05/2012 | 520.00 | | 014067 | | 520.00 |
| 01500 | WORKRITE | | | | | | | |
| I-0732301 | Electrical Safety Shirts, E&M | R | 12/05/2012 | 366.65 | | 014068 | | 366.65 |
| 00276 | RON YOST | | | | | | | |
| I-112912 | Safety Boot Purchase | R | 12/05/2012 | 155.46 | | 014069 | | 155.46 |
| 1 | JORDAN, JENNIFER | | | | | | | |
| I-000201211280638 | US REFUND | R | 12/05/2012 | 2.59 | | 014070 | | 2.59 |
| 1 | BEAGHLER, RICKIE | | | | | | | |
| I-000201211280643 | US REFUND | R | 12/05/2012 | 60.00 | | 014071 | | 60.00 |
| 1 | GAONA, REYNALDO | | | | | | | |
| I-000201211280641 | US REFUND | R | 12/05/2012 | 60.00 | | 014072 | | 60.00 |
| 1 | LEVY, JULIE | | | | | | | |
| I-000201211280639 | US REFUND | R | 12/05/2012 | 11.59 | | 014073 | | 11.59 |
| 1 | SHERMAN, BENJAMIN N | | | | | | | |
| I-000201211280644 | US REFUND | R | 12/05/2012 | 35.74 | | 014074 | | 35.74 |
| 1 | TRI TAY PROPERTIES | | | | | | | |
| I-000201211280640 | US REFUND | R | 12/05/2012 | 5.04 | | 014075 | | 5.04 |
| 1 | VASQUEZ, DIMAS | | | | | | | |
| I-000201211280642 | US REFUND | R | 12/05/2012 | 9.32 | | 014076 | | 9.32 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|--------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 00489 | STEVE WICKSTRUM | | | | | | | |
| I-Nov 12 | Reimburse Expenses 11/12 | R | 12/05/2012 | 431.52 | | 014077 | | 431.52 |

* * T O T A L S * *

| | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|-----------------|-----|----------------|-----------|--------------|
| REGULAR CHECKS: | 112 | 665,148.17 | 0.00 | 665,148.17 |
| HAND CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 3 | 74,917.92 | 0.00 | 74,917.92 |
| EFT: | 0 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| VOID CHECKS: | 0 | VOID DEBITS | 0.00 | |
| | | VOID CREDITS | 0.00 | |
| | | | 0.00 | |

TOTAL ERRORS: 0

| | | | | | | |
|----------------|----------|---------|-----|------------|------|------------|
| VENDOR SET: 01 | BANK: AP | TOTALS: | 115 | 740,066.09 | 0.00 | 740,066.09 |
| BANK: AP | TOTALS: | | 115 | 740,066.09 | 0.00 | 740,066.09 |
| REPORT TOTALS: | | | 116 | 740,066.09 | 0.00 | 740,066.09 |

**Casitas Municipal Water District
 Reimbursement Disclosure Report (1)
 Fiscal Year 2012/13
 July 1, 2012-November 30, 2012**

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

Note:

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

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: December 6, 2012
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Recreation Committee Meeting of December 3, 2012

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.** Directors Kaiser and Hicks,
General Manager Steve Wickstrum
Park Services Manager Carol Belser
Park Services Officer Aaron Wall

2. **Public comments.** None.

3. **Board/Management comments.**
PSM Belser stated that during the recent rain event, one tree toppled and one large branch fell from an oak tree near unoccupied campsites. The Committee discussed recent work performed by the arborist and tree service to care for trees in the recreation area. PSM Belser reported that work has been beneficial to the health of the trees and lessening the risks in the park. The trees are a natural condition of the park.

PSM Belser reported that the fishing tournament during the weekend was attended by approximately ten participants and there were several 8-pound trout caught during the event. The Committee was reminded of the trout plant that occurred during late November.

4. **Consideration of the purchase of two EZ-Go Carts.**
PSM Belser presented to the Committee the request to purchase two carts rather than lease the same carts. The action to purchase is beyond current budget to lease, but will save the District over \$2,400 in finance/lease charges. The Committee discussed the current status of the leased and purchased carts and noted the termination of existing leased cart contracts. The staff request to make this purchase above the current budget authorization will be brought to the Board for consideration and approval.

5. **Review the Draft 2012 Casitas Water Adventure End of Season Report.**
PSM Belser and PSO Wall presented to the Committee the subject report. The key highlights expressed by PSO Wall were (1) the increase in season's attendance that is primarily due to good weather, (2) the improved performance of the filtration system due to the change in filter sand and river coating, and (3) no staff or patron injuries

other than minor first aid needs. The Committee discussed in general terms several improvement ideas that staff may look further into in the future. The Committee expressed appreciation for a good report and a successful summer at the Casitas Water Adventure.

PSM Belser stated that very soon the District will be implementing the Life Scan process that is required by law. The Committee discussed in general terms the purpose and need for the Life Scan process. Staff will move to implementation in a timely manner.

The Draft 2012 Casitas Water Adventure End of Season Report will be presented at the next regular meeting of the Board of Directors.

6. **Updates from the meeting with the Bureau of Reclamation.**

PSM Belser reported on the recent meetings with David Woolley, USBR, regarding recreation funding assistance. PSM Belser and Mr. Woolley are identifying specific projects and administration costs that will receive funding assistance. The meetings have been very positive and beneficial toward our working relationships.

GM Steve Wickstrum reported on the discussion with Mr. Woolley regarding management of the Teague Watershed and status of the Interim Agreement with the Bureau. The Bureau is interested in cleaning up the agreements it has with the US Forest Service and the District.

7. **Review of Incidents and Comments.**

PSM Belser reported that there had been a breach of the storage area fencing and a report of stolen propane tanks.

PSM Belser shared letters from the Comets Club concerning positive interactions with staff during recent Club events. The compliments to staff are very much appreciated and well deserved.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: December 6, 2012
TO: Steve Wickstrum, General Manager
FROM: Aaron Wall, Park Services Officer III
Copy: Carol Belser, Park Services Manager
Re: 2012 Casitas Water Adventure End of Season Report

RECOMMENDATION:

Receive and file.

BACKGROUND AND OVERVIEW:

The attached report summarizes the financial information and staff activities for the Water Adventure 2012 season which spans the 2011 and 2012 fiscal years. On December 3rd, 2012 the Recreation Committee reviewed and approved the report to be forwarded to the Board for the December 12th meeting.

CASITAS WATER ADVENTURE



END OF SEASON REPORT 2012





| | |
|--|------------|
| Introduction | 1 |
| Introductory statement of the intentions of the end of season report. | |
| Executive Summary | 1 |
| A management summary of the 2012 season. | |
| Financial Summary | 2-5 |
| Break down of the quantifiable figures of the season focusing on accounting. | |
| Marketing | 6 |
| Marketing strategies and techniques utilized throughout the season and the results of these efforts. | |
| Maintenance | 7-9 |
| Description of features in the Casitas Water Adventure and the steps taken to keep them maintained. | |
| Operations | 10 |
| Daily operational environment, systems and issues addressed during the season. | |
| Special Activities | 11 |
| Aquatic programs of the 2012 season. | |
| Conclusion | 12 |
| Reflection on the 2012 season and future goals for Casitas Water Adventure. | |



INTRODUCTION



Introduction

This end of season report was created with the intention of summarizing and detailing the daily operations, goals, financial status and business plan for Casitas Water Adventure (CWA) and to update Casitas Municipal Water District management on how CWA is meeting the set expectations. It also details the many steps and processes required to meet these expectations and produce a successful CWA season.



Executive Summary

In the 2012 season CWA attendance increased by 10,192 patrons from the previous season. This is believed to be due to the great weather we experienced. CWA saw an increase in net surplus of \$153,339.46 exceeding last season by \$138,535.38. This increase in net surplus is due to the large increase in attendance and a small decrease in service and supply spending. CWA enjoyed a quality group of employees this season, a large portion of which were returning staff that reduce the training time needed to bring employees up to speed. The CWA received another successful audit and permit to operate as an amusement park ride under the Department of Health and Safety with no reportable emergencies in the Lazy River.



FINANCIAL SUMMARY

Revenue

| | 2010 | 2011 | 2012 | Difference |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| Total Reservation Fees | \$6,562.50 | \$7,017.50 | \$6,149.72 | (\$867.78) |
| Total Group Sales | \$53,500.00 | \$54,720.00 | \$36,510 | (\$18,210.00) |
| Total Single Splash Pass Sales | \$566,166.00 | \$523,764.00 | \$645,864 | \$122,100.00 |
| Total 5 After 5 Sales | \$60,715.00 | \$66,135.00 | \$73,855 | \$7,720.00 |
| Total Next Day Pass Sales | \$14,420.00 | \$12,670.00 | \$0 | (\$12,670.00) |
| Total Season Pass Sales | \$20,475.00 | \$19,565.00 | \$42,942.50 | \$23,377.50 |
| Total Locker Key Sales | \$1,083.00 | \$1,158.00 | \$12,172.00 | \$11,014.00 |
| Total Water Fitness Pass Sales | \$2,894.00 | \$3,504.00 | \$11,228.00 | \$7,724.00 |
| Total Water Fitness 10 Pass Sales | \$4,380.00 | \$5,460.00 | \$5,987.50 | \$527.50 |
| Total Junior Lifeguard Sales | \$0.00 | \$3,360.00 | \$10,860.00 | \$7,500.00 |
| Total Shade Rental Fees | \$5,175.00 | \$5,550.00 | \$10,280.00 | \$4,730.00 |
| Total Shower Fees | \$14,824.25 | \$14,236.50 | \$13,598.50 | (\$638.00) |
| Concessionaire | \$3,174.00 | \$4,381.86 | \$6,375.00 | \$1,993.14 |
| Total Revenue | \$753,368.75 | \$721,521.86 | \$875,822.22 | \$154,300.36 |

Expenditures

| | | | | |
|-------------------------|---------------------|---------------------|---------------------|--------------------|
| Salaries and Benefits | \$332,738.61 | \$284,796.81 | \$288,147.86 | \$3,351.05 |
| Services and supplies | \$177,742.74 | \$153,244.60 | \$138,900.48 | (\$14,344.12) |
| Administrative Overhead | \$164,340.30 | \$129,846.99 | \$156,605.04 | \$26,758.05 |
| Total Expenses | \$674,821.65 | \$567,888.40 | \$583,653.38 | \$15,764.98 |

Net Surplus

| | | | | |
|--------------------|--------------------|---------------------|---------------------|---------------------|
| Net Surplus | \$78,547.10 | \$153,633.46 | \$292,168.84 | \$138,535.38 |
|--------------------|--------------------|---------------------|---------------------|---------------------|

FINANCIAL SUMMARY

| Attendance Totals | 2010 | 2011 | 2012 | Difference |
|--------------------------|--------|--------|--------|------------|
| Full Days of Operation | 90 | 88 | 83 | (5) |
| Total Days of Operation | 90 | 88 | 83 | (5) |
| Average Daily Attendance | 734 | 734 | 901 | 167 |
| Total Attendance | 66,069 | 64,601 | 74,793 | 10,192 |

Attendance Averages By Weekday

| | | | | |
|-----------|------|------|------|-----|
| Monday | 553 | 585 | 710 | 125 |
| Tuesday | 478 | 501 | 720 | 219 |
| Wednesday | 590 | 562 | 779 | 217 |
| Thursday | 624 | 623 | 635 | 12 |
| Friday | 718 | 628 | 678 | 50 |
| Saturday | 1352 | 1182 | 1405 | 223 |
| Sunday | 713 | 835 | 1000 | 165 |

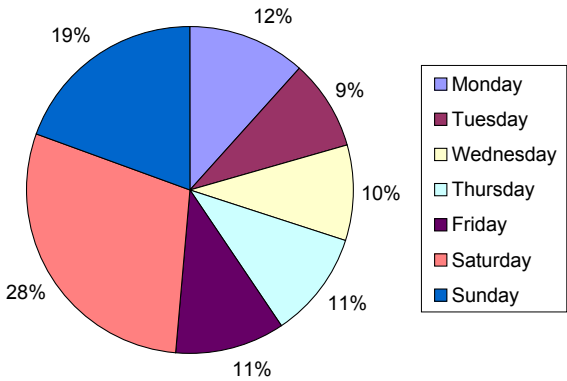
Attendance Spending

| | | | | |
|-----------------------------------|------------|------------|-------------|------------|
| Average Per Capita Revenue | \$11.40 | \$11.16 | \$11.71 | \$0.55 |
| Average Per Capita Expense | \$10.21 | \$8.17 | \$7.80 | (\$0.37) |
| Average Per Capita Net Surplus | \$1.19 | \$2.99 | \$3.91 | \$0.92 |
| Average Daily Revenue | \$8,370.76 | \$8,195.77 | \$10,552.07 | \$2,356.30 |
| Average Daily Cost of Operations | \$7,498.02 | \$6,453.28 | \$7,031.97 | \$578.69 |
| Average Daily Net Profit | \$872.75 | \$1,742.49 | \$3,520.11 | \$1,777.62 |
| Average Hourly Revenue | \$1,195.82 | \$1,170.82 | \$1,440.50 | \$269.68 |
| Average Hourly Cost of Operations | \$1071.15 | \$921.90 | \$959.96 | \$38.06 |
| Average Hourly Net Profit | \$124.68 | \$248.93 | \$480.54 | \$231.62 |

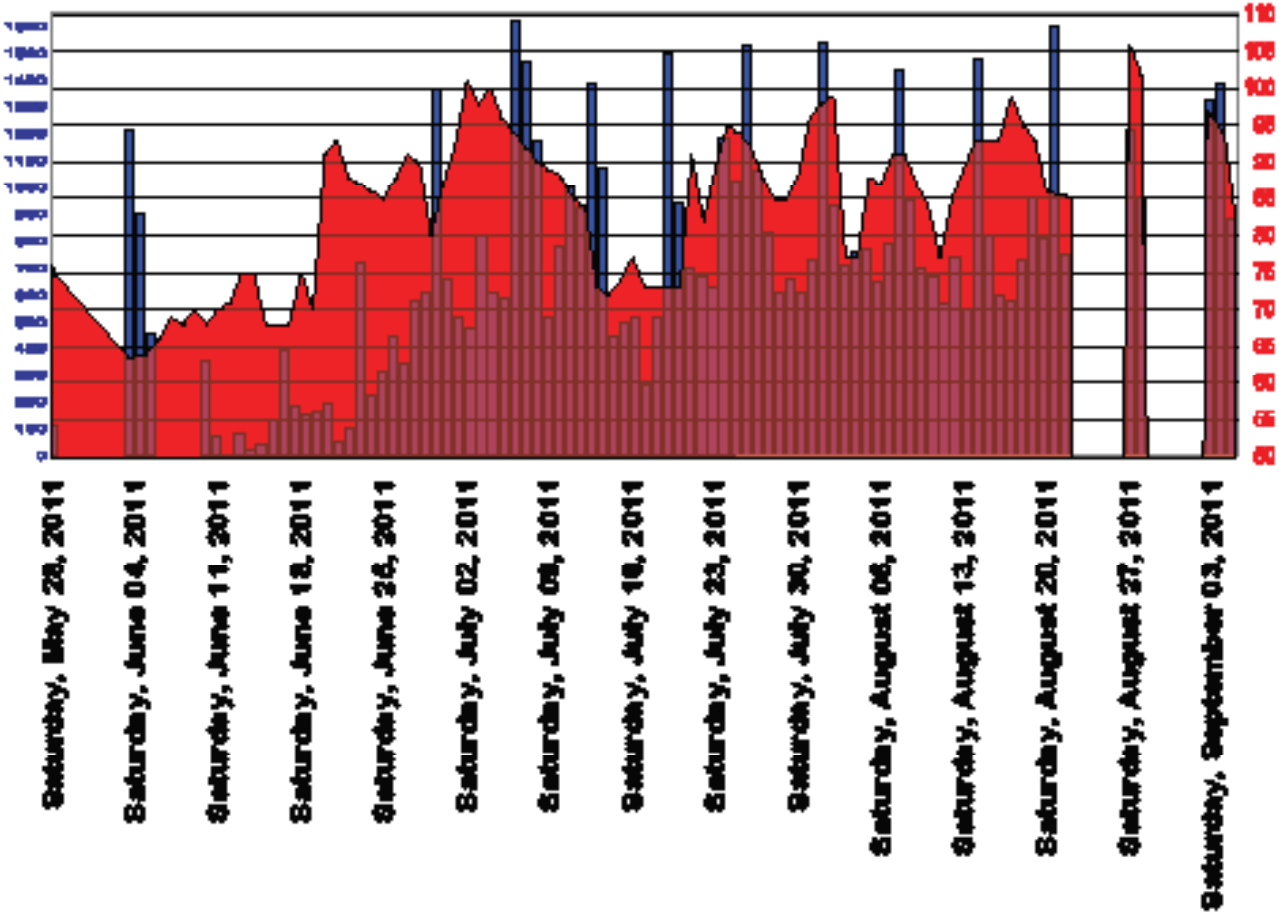


FINANCIAL SUMMARY

2012 Average Daily Attendance

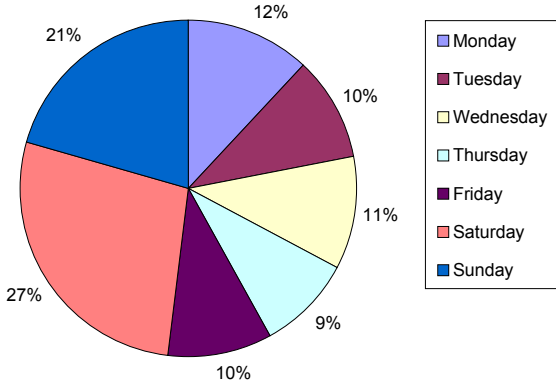


2011 Daily Attendance with Temperature

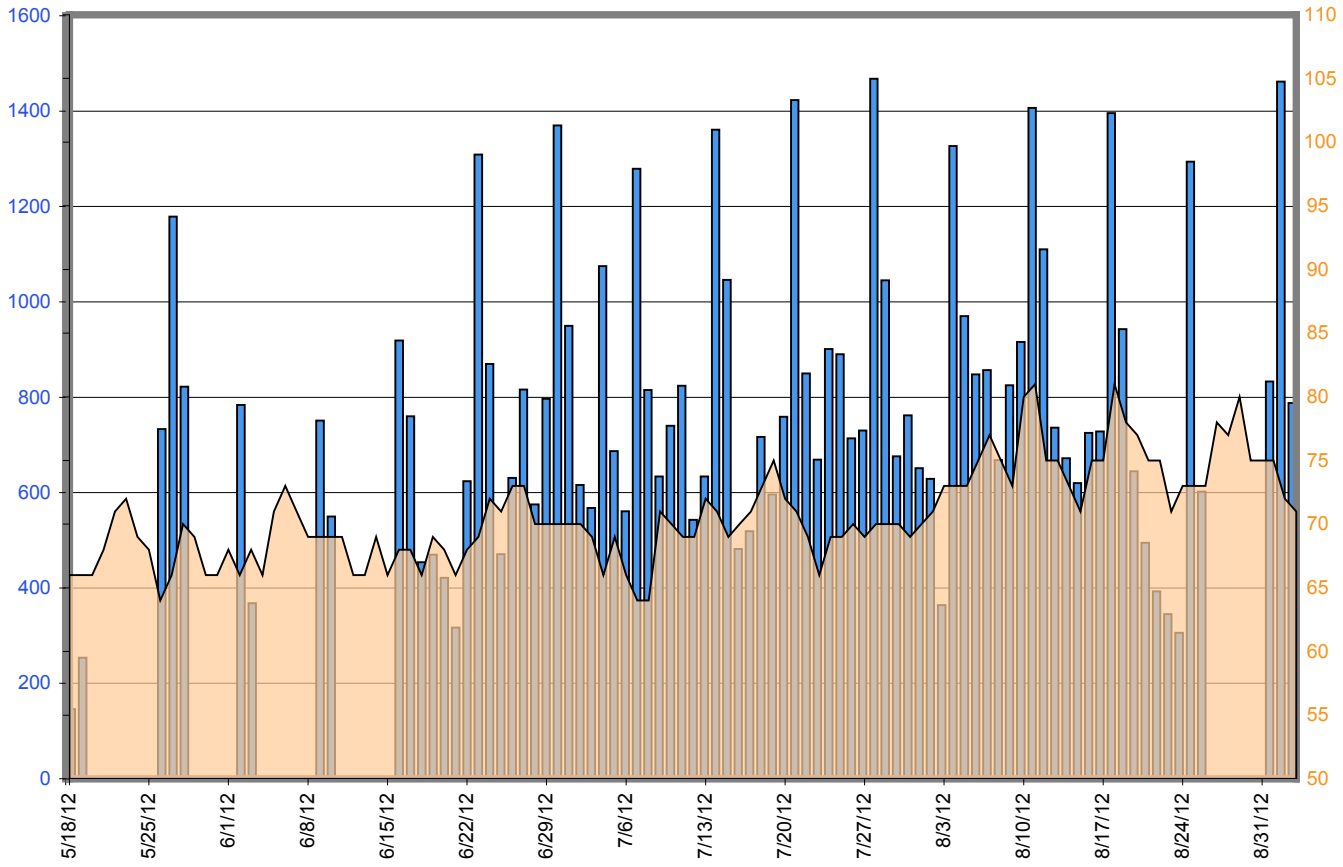


FINANCIAL SUMMARY

2012 Average Daily Attendance



2012 Daily Attendance with Temperature





This year’s marketing plan included a group sales coordinator, television commercials, e-mail blasts from our customer databases as well as the growth of our facebook page.

enough stock footage to be able to create a new commercial next year and tailor it to whatever we want without having to rush to shoot during the soft opening

E-mail

Last season’s e-mail addresses were used to market season passes as well as our programs for the 2012 season. Each of our season pass holders from the 2011 season were also invited to our free soft opening. This gave customers a means to connect with CWA staff to purchase and receive their redesigned 2012 season passes. We also look forward to being able to e-mail our customers to promote the 2013 season from the data we collected during online ticket sales for the 2012 season.



Television Commercial

KEYT aired a pair of 15 second teaser commercials multiple times a day for a week prior to the 2012 season opening. By dealing directly with KEYT, CWA was offered a complimentary commercial shoot and several extra time slots that aired the new commercial. In addition they were also able to place us on their web site for free for additional customer reach. This year we tried to focus on promoting our programs such as Junior Lifeguards and Water Aerobics. We also have

Web Site

The CWA went live this season with online ticket sales. The Casitas web site linked to an off-site point of sales server giving our customers the ability to reserve their water park tickets from the comfort of their own homes.

Face Book

Staff used facebook to market and communicate with loyal CWA customers about commonly asked questions concerning admissions rules and amenities offered at our facility. Facebook offers a common ground for our customers to communicate with each other providing staff and the public with valued marketing information.





CWA requires ongoing maintenance. This season we were able to identify several problem areas which required repair both leading up to the season as well as during the season itself. CWA maintenance program is run through a series of documented seasonal facility inspections, daily employee safety checks and incident reports.

Water Playground

The water playground maintenance focused on addressing the issues of aging equipment and safety by prioritizing maintenance tasks. The following items were successfully addressed to create a clean and safe environment in the water park.

Slide Repair- CWA staff replaced a 30 degree slide section. On average, CWA staff have replaced about 2 slide sections per year for the last 4 years due to cracking at the joints of the slide sections

Interactive Wheels and Hoses- Two of the hand wheels on the water playground which had cracked at the end of the previous season were replaced. These wheels are the key to interacting with the structure and receive constant use during the season. Due to the age of the structure the replacement parts have to be prefabricated. Directional water hoses were also replaced. These sections of hose that allow children to spray water require additional fabrication to reduce the risk of injury.

Slide Mats- During the season the mats at base of the slides began to break apart and besides the chunks causing a tripping hazard at the base of the slides there was also added debris going through our filters and strainer basket. This is something

that we will need to repair before the upcoming 2013 season.



Lazy River

The Lazy River maintenance focused on addressing the issue of aging and safety by prioritizing maintenance tasks based on the review of previous years' incident reports. The following items were addressed to create a clean and safe environment in the water park.

Lazy River Resurfacing- The pool shell of the Lazy River was resurfaced with epoxy this season as a capital project. The contractor sand blasted, patched and applied 2+ layers of epoxy to the pool shell. During the installation the epoxy was found to have a very slick surface so aggregate was added to all of the sloped entrances to prevent slip-and-falls when entering the lazy river. Although the aggregate helped prevent tripping and falling which could result in head, neck or back injuries there were an increased number of cuts and scrapes on



MAINTENANCE

patrons' feet resulting from the addition of the aggregate.

Replaced Media in River Filters- During the 2011 season the Lazy River was forced to close numerous times due to water quality problems. During the offseason all the sand in the Lazy River filters was removed and replaced. As a result of the new clean filter media we did not have to close the river a single time due to water quality, and in addition we were able to save money because of fewer chemical purchases throughout the season.

Ropes Around Lazy River

One of the main Lazy River Rule violations is patrons entering from the side wall and not in the designated entry points. To solve this problem we will be putting in a barrier during the offseason consisting of ropes and poles just as we have around the rest of the river. The section that we will be doing this is on the inside of the river from the handicap entrance wrapping around the splash pad and ending near the finger sprayers. This is the only area that is not blocked by either ropes or pampas grass.



Backwash Tanks- Staff repaired the backwash tanks and plumbing to ensure that the tanks were able to operate at proper capacity and reduce chances of backwash overflow in the parking lot.

Bridge and Misters- The bridges and railings had some areas that had rusted and required sanding, repair and painting. Any holes were patched and sealed and a new coat of paint was applied to all the bridges. Additionally the misters were repaired and secured to the bottom of the bridge.

Splash Pad

The splash pad maintenance consisted of mid season repair and a security installation.



Mats- The rubber flooring mats have required maintenance over the past several seasons. Each season several of the sections separate from the concrete basin which requires staff to shut down the splash pad for several days in order to loosen and remove the mats, dry them out and clean them thoroughly before reattaching them to the concrete.

Surge Pit Security- Staff added a new grate cover and locking system to the opening of the splash pad surge pit to prevent entry into the confined space.





Lagoon

Paint-The contractors who worked on the lazy river used their excess epoxy to paint the lagoon, however they did not prep the lagoon beforehand. Staff removed epoxy coating which had not properly adhered to the surface due to the lack of prep work. The contractor has agreed to repair the epoxy coating in the lagoon prior to the 2013 season

Drain- New pool drain covers were installed in the lagoon last season for safety in compliance with the Virginia Gram Baker Entrapment Act. These covers were recalled at the end of last season by the manufacturer. Staff replaced these drain covers at no cost.

Leak- At the end of the 2011 season a leak was discovered in the Lagoon. The leak was located in plumbing running from the Lagoon beneath the Lazy River into one of the equipment vaults. To address this problem staff worked with the engineering department to find a solution that did not require the Lazy River to be altered in the repair work. The solution reached was to relocate the pump equipment above ground next to the

Lagoon. This required staff to cap-off and tie into the piping next to the lagoon, lay a concrete slab and relocate the pumps and electrical equipment next to the lagoon. Relocating the pumps and controls above ground will reduce the costs involved if the vault floods as it has in previous seasons. As a result, staff are no longer required to enter the vault on a daily basis reducing the chance of injury when climbing down into the confined space.

Miscellaneous

The staff at CWA are working to upgrade our facilities, to make it as user friendly and as safe as possible. In listening to our customer and employee feedback, we try to make improvements that are beneficial for everyone and make their experience at CWA as positive as possible.

Other

- Transition volleyball court to grass picnic area.
- Touch up painting on play structure
- Installation of new chemical pumps
- Lazy River surge pit cover upgrade & replacement
- Irrigation repair around the park.





OPERATIONS



Ticket Sales

This year the ticket staff were trained by and worked under the supervision of the reservations coordinator. The ticket staff operated the ticket windows and processed admission tickets at the front entrance. With the new on-line ticketing software we now have the ability to track attendance more accurately checking each individual customer into the park.

Concessionaire

The Butcher Shop fulfilled the contract this season to provide food out of a temporary building located on the exterior of the water park in the picnic area. They were able to offer swim diapers and some other items in addition to food.

Hours of Operation

CWA continued to use the modified schedule reducing the hours of daily operation on days of low attendance by one hour. This reduction of 60 operational hours over the course of the season provided a cost savings of approximately \$13,000.00 on staff time alone. The CWA schedule has been created around the local school schedule opening Memorial day through Labor day.

Drills

Drills are an excellent way to continue training as well as show the public that our staff are trained and ready for emergencies. The best way to continue education and training is to use drills that combine the knowledge lifeguards learned in training with the realities they will be facing specifically at CWA. Drills were executed in all bodies of water as well as on the pool deck and in the office to reinforce lifeguard skills in and out of the water. Water drills included simulated head, neck and back injuries, drowning and heart attack which required lifeguards to work as a team to recognize the problem, activate the EAP and use the backboard to extricate the victim from the water. Beside these drills in the water, each CWA employee was tested on CPR and given cognitive skills tests throughout the season.

Hosts

Camp hosts play an integral role in both the preparation for the season as well as the day to day operations. They help with everyday landscaping and maintenance to keep our park green and clean as well as assist staff with building and installation projects throughout the park.





Special Activities

These programs are a great service to offer the community. Jr. Guards requires two of our most skilled guards every day it is offered. The morning aerobics program has a regular following of a group of local women. These programs offer services that are greatly appreciated by our core local customers and the Jr. Guard Program is growing and will be a great hiring resource in the future.

Jr. Guards

The Jr. Lifeguard Program ran in two separate three week sessions and received very positive feedback from both participants and parents. Combining lifeguarding and first aid basics, fun activities and field trips the Jr. Lifeguard Program has a good base to build on for next season. This season had our strongest attendance in years. The Jr. Lifeguard instructor position was highly coveted and staff conducted additional interviews to determine the best candidates as well as alternatives to grow the instructor pool for next season. We received lots of positive feedback from parents and participants this year and expect the program to continue to grow. A growing program will require CWA to provide bus transportation for the JG Program in the 2013 season.

Water Aerobics

The water aerobics program continues to grow with its success measured in long strides around the Lazy River. This year the program expanded its weeknight sessions to include Wednesday nights. Weather is a factor in water park attendance including programming. During early June the Water Aerobics program experienced poor attendance but as the summer continued and the temperature increased the program numbers increased as well.



CONCLUSION

A wooden sign with yellow lettering that reads "CASITAS WATER ADVENTURE" and "ENTRANCE" with an arrow pointing to the right. The sign is set against a background of green trees and a blue sky with white clouds.

This has been a rewarding season. CWA was challenged by a poor economic environment but successfully minimized losses. CWA increased safety with fewer medical transports to the hospital, a higher level of training, more retained, experienced employees, and a higher level of accounting. Staffing was easier to manage this season due to the separation of ticket sales out of the main office, streamlining the flow of patrons into the park and staff in the office.



Off-Season Goals

Progress has become apparent this season but there is always room for improvement. When the lifeguards are sent home for the year and the park is closed, work does not stop at CWA. Here are four goals for the off season.

Live-Scan

We look forward to the implementation of the Board approved application process of live-scan for the required Department of Justice background checks in the 2013 season.

Xeriscaping and Water Conservation

As part of Casitas Municipal Water District, it is important that we serve as an example to our customers through the continued expansion of drought tolerant landscaping that requires less water. We successfully upgraded several planters with drought tolerant landscaping and plan to continue it throughout the park.

Division of Occupational Safety and Health

Standardizing CWA to DOSH requirements is an ongoing practice. We look forward to improving safety at CWA to minimize incidents that require medical transport to the hospital.

School Fun Days

We are excited to work with local PTAs to provide school fun days to the local schools in our community increasing group sales at CWA.



**CASITAS MUNICIPAL WATER DISTRICT
Interdepartmental Memorandum**

DATE: December 3, 2012

TO: Steve Wickstrum
General Manager

COPY: Carol Belser
Park Services Manager

FROM: Suzi Taylor
Park Services Officer

SUBJECT: Coast Cart Purchase

RECOMMENDATION:

On December 3, 2012 the Recreation Committee supported staffs request to purchase 2 E-Z-Go, Gasoline powered carts vs. leasing them. It is recommended the Board of Directors approve the purchase of 2 E-Z-Go, Gasoline powered carts and approve funds accordingly.

BACKGROUND AND OVERVIEW:

Last year 3 gas powered carts were purchased in conjunction with the BOR. These were replacement carts for the previously leased electric carts. Last month, Casitas returned 4 additional electric Club Carts to Power Machinery Center after the 36 month lease was completed.

Recreation is in need of replacing the returned carts, 1 of which is already on order as a purchase as it was a budgeted item. However, the budget only reflects monies for 2 additional carts at the leased price of approximately \$6,000.00 per year vs. the total cost to purchase 2 carts this budget year of \$15,851.55 including tax, putting the budget approximately \$9,000.00 short for the purchase this year.

By purchasing these carts now the District would save over \$2,400.00 in finance/lease charges.

A picture of the E-Z-Go, Gasoline powered carts has been attached for refernce.

Coast Cart, Inc.
 1450 East Thompson Blvd.
 Ventura, California 93001
 Tel. 805 643 7059
 www.coastcarts.com



Estimate

| | |
|-----------|------------|
| Date | Estimate # |
| 12/6/2012 | 1288 |

| |
|--|
| Name / Address |
| Casitas Water District 1055 Ventura Ave Oak View CA 93022 |

| |
|--|
| Ship To |
| Casitas Water District 11311 Santa Ana Rd. Ventura CA 93001 |

| | | | |
|----------------|------------|-----|---------|
| Terms | Due Date | Rep | FOB |
| Due on receipt | 12/14/2012 | RH | Ventura |

| Description | Qty | Rate | Total |
|--|-----|-------------------|--------------------|
| E-Z-GO TXT VALOR GAS, off-white body, tan seats, Includes: special turf/path tires headlights & taillights, canopy top, full windshield 2" receiver hitch hourmeter rear-view mirror | 2 | 6,995.00 | 13,990.00T |
| Change specification of utility box: Dump Bed Cargo Box for E-Z-GO Valor Discount | 2 | 495.00 -200.00 | 990.00T -200.00 |

| | |
|-----------------|-------------|
| Subtotal | \$14,780.00 |
|-----------------|-------------|

| |
|-------------------------------------|
| Approved by: _____ Signature: _____ |
| Date: _____ P.O.# _____ |

| | |
|--------------------------|-------------|
| Sales Tax (7.25%) | \$1,071.55 |
| Total | \$15,851.55 |





US Army Corps
of Engineers®



Matilija Dam Ecosystem Restoration Project

Design Oversight Group

Coordination Meeting

December 4, 2012

9:00 AM – Noon

Ventura County Watershed Protection District, Saticoy Operations Yard

AGENDA

- I. Introductions/Welcome
- II. Meeting Purpose – Jeff
- III. Matilija History and Updates – Darrell
 - a. General DDR (incl. Real Estate) – Darrell and Peter
 - b. Foster Park Wells – Peter
 - c. Levees/Floodwalls for Meiners Oaks, Live Oak, Casitas Springs – Darrell
 - d. Santa Ana and Camino Cielo Bridge Modifications – Peter
 - e. Robles Diversion Dam High Flow Bypass – Doug
 - f. Dam and Sediment Removal (incl. Arundo Removal) – Sam and Pam
- IV. Project Funding Outlook – Darrell and Sam
- V. Technical Advisory Committee – Blair and Sam
 - a. Fine Sediment History – Blair
 - b. Review of Scopes of Work – Blair
 - c. Funding and Schedule – Sam
- VI. Closing

Matilija Dam Removal TAC

Dam Removal Plans and Sediment Transport Analysis: Scope of Work

November 27, 2012

Background and Introduction

The State Coastal Conservancy (SCC), Ventura County Watershed Protection District (VCWPD) and the Army Corps of Engineers (Corps) have been active partners and fiscal supporters of the multi-year Federal effort to develop an environmentally and economically sound plan for removing Matilija Dam on the Ventura River, and collectively form the Management Team for the project.

Determining how to manage six million cubic yards of fine and coarse sediment that have accumulated behind the dam since its construction in the late 1940s has proven challenging. Utilizing an extensive public stakeholder process, the local Sponsor (VCWPD) and the Corps completed a feasibility study for removal of the Dam. That study included as a preferred alternative (known as Alternative 4b), the removal of about two million cubic yards of fine sediment behind the dam and their transport to temporary storage sites located downstream in or along the vicinity of the Baldwin Road bridge in Ojai.

After the certification of the project's EIS/EIR in 2004, initiation of the design phase, Congressional project authorization (WRDA 2007) and extensive subsequent study and investigation, the Corps reported concerns related to increasing construction cost estimates and constructability concerns related to the slurry and disposal of fine sediment at the Baldwin Road Disposal Area (BRDA) sites. The subsequent alternate proposals offered by the Corps in late 2009 and early 2010 as conceptual plans for managing the fine sediments upstream of the dam met with opposition from some of the major stakeholder groups, resource agencies, and other members of the project's Design Oversight Group (DOG).

To help resolve this issue, and at the urging of some stakeholders, the Management Team initiated a facilitated technical dialogue with selected stakeholders. The objectives of the process were to assess the current status of the project, evaluate the utility of additional scientific consultation, and develop

a process for resolving the sediment management issue so that final engineering work on the dam removal project could be completed within the scope of the federally authorized project. The SCC retained a professional mediation team led by Mary Selkirk from the Center for Collaborative Policy (a program of CSU Sacramento) to assist in this effort.

This facilitated effort recommended the formation of a Technical Advisory Council to address data and research needs that could facilitate the resolution of the sediment management issue associated with Matilija Dam Removal.

The Technical Advisory Council for the proposed removal of Matilija Dam developed this scope of work to guide the feasibility assessment and cost estimation for a variety of dam removal scenarios. The scope of work for the study is divided into two tasks. Task 1 is the development of specific dam removal plans. Task 2 is the analysis of sediment transport patterns for discreet dam removal options.

The study will develop the engineering details and cost estimates associated with several different alternatives for dam removal, mechanical and passive sediment and flow management during dam removal. This study will not evaluate the downstream slurry options, but would focus on the mechanical placement of sediment upstream of the dam and evaluate options for controlling discharge and sediment transport during dam removal.

Task 1: Dam Removal Plans and Cost Estimates

This task will identify feasible methods and associated order of magnitude cost estimates to remove Matilija Dam, located on Matilija Creek in Ventura County, California. .

At least X plans will be evaluated, and each will share in common specific design objectives. The design objectives are:

1. Biological Objectives: 1) Restore effective fish passage within X years; 2) minimize to the degree feasible ecological impacts from project implementation; 3) restore aquatic/riparian/upland habitats in reservoir area; 4) encourage beach nourishment as feasible
2. Cost-Effectiveness Objectives: 1) Reduce cost/maximize cost-effectiveness; 2) Develop feasible removal plan within the context of the federally authorized project.

3. Sediment Transport and Water Quality Objectives: 1) Maximize mobilization of fine material during high flow events; 2) Reduce mobilization during low flows; 3) Minimize artificial or permanent stabilization material (e.g. riprap or soil cement) in project area and environmentally sensitive areas; 4) Minimize project-related turbidity increases and nutrient inputs to Casitas reservoir; 5) Maintain existing level of safe supply of water to water district customers.

The study will be performed in two phases: Phase 1 is a conceptual level study to develop a range of feasible dam removal alternatives. Phase 2 will analyze promising alternatives in greater detail and develop order of magnitude cost estimates as well as rudimentary environmental impact evaluations for those alternatives.

Phase 1

Phase 1 has two parts: Part A is the conceptual design and analysis of complete dam removal¹ and Part B is the conceptual design and analysis of an interim notch.² The conceptual level design and analysis should be such that the costs and sediment impacts are computed in a relative sense, and lend themselves to ranking on the basis of cost and environmental impacts associated with sediment transport.

Part A: Conceptual Design of Full Removal

The following dam removal and associated sediment management plans would be investigated at a conceptual level:

1. Progressive Notching: This plan entails the incremental notching of the dam until the main channel is reached and complete removal of the dam is achieved. Minimal mechanical sediment management upstream of the dam is envisioned. The notching plan will investigate up to four notch increment scenarios. This dam removal plan will develop measures to minimize the transport of the approximately 2 million tons of detained fine sediment during low flow periods while maximizing the transport of that same fine material during high flow events. The plan shall account for the range of hydrologic conditions that may be present in Matilija Dam. The feasibility and sediment transport control capability of the

¹ The Full Removal option consists of removing the dam such that a free flowing river is restored and the dam has no effect on river flows.

² The Interim Notch would have the main purpose of preventing further deposition in the reservoir area, but could also induce a small amount of erosion of sediment already stored in the reservoir so that the sediment removal process could begin and could also provide data on the sedimentation processes that would occur upon dam removal.

following measures should be investigated:

- a. Diversion of water around the reservoir site during non-flood periods, meaning when flows are below a given threshold such as 500 cfs. The diversion would be designed in conjunction with Task 3 and the purpose of Task 3 is to analyze the cost and benefits of diversions with various capacities ranging from 20 to 500 cfs. The diversion could serve multiple purposes such as diverting water around the construction site, supplying clean water to the river downstream, and supplying clean water to Robles Diversion.
 - b. A structure such as a reusable gate, removable stop logs, or controlled blasting of a notch that can be timed with floods that would be expected to erode significant amounts of reservoir sediment.
 - c. A low-level outlet at the base or mid-level of the dam.
 - d. Other options or combinations
2. Mechanical transport of reservoir fines to acceptable locations upstream of the dam and removal of dam in a one to two year time frame. The dam would be notched during the mechanical transport of the remaining reservoir fines and the upstream delta deposits, so that at the end of 2 years flows in Matilija Creek would not be impeded by Matilija Dam. The plan should also include construction of a pilot channel through the remaining delta sediments to limit the initial erosion concentrations.
 3. Combining mechanical transport of reservoir fines with natural erosion. Using the information from the previous two conceptual designs items, propose an optimal dam removal scenario that combines both mechanical transport and natural transport. The optimum will ideally balance the cost of removal versus time required for complete removal. The analysis should include the basis for the selection of the optimum removal scenario.

Each of the conceptual level plans should address the following questions:

1. Sediment Handling:
 - a. Where and how will the silt-clay size reservoir material be placed?
What is to be the composition of the various sediment disposal areas?
 - b. Can fine-grained reservoir material be used as fill beneath roads?
 - c. What is the time required to excavate, transport and stabilize the sediment at these sites?
 - d. In the areas where reservoir sediment is mechanically placed, what is the feasibility of grading and vegetation practices to create disposal

- sites that are stable in relatively small and frequent floods (e.g. < 3-yr to 10-yr flood)? The disposal areas should replicate natural land forms and processes in the basin. There should be a re-vegetation plan proposed for the disposal areas.
- e. What are the construction risks associated with the measures used to control sediment transport? Evaluate the constructability and operation of each sediment control measure.
2. Dam Removal:
- a. Using previous analyses, what are the notch depths and widths that can be safely constructed throughout the dam removal process?
 - b. What are important results from other recent large dam removal that can inform this design? What are the differences between this and other sites which limit direct transfer of experience between the sites?
 - c. What are flexible construction scenarios that identify action triggers, equipment, and construction schedules? For example, action triggers would support the decision to perform the next notch based upon monitoring of the sediments in the reservoir and downstream channel.
 - d. What are the potential time ranges associated with the dam removal?
 - e. What are the risks of construction? For each plan, given the range and probability of potential hydrologic events and site conditions, identify the likely range of potential consequences that would have significant financial, safety, and environmental costs or could affect scheduling.
 - f. What are the conceptual level cost estimates?
3. Water management during construction.
- a. What are the potential methods for diversion of inflows, draining the reservoir, and dewatering the sediment to be excavated?

The conceptual level plans will be presented to the TAC and then a more detailed scope of work will be developed to present plans, costs, and impacts associated with a select number of alternatives.

Part B: Interim Notch Analysis

Several different interim notch heights will be evaluated. The interim notch depth evaluated would be 5 feet above the current sediment elevations in the reservoir; then notches 0, 5, 10 and 15 ft below the current reservoir sediment elevations will be evaluated. No mechanical sediment management upstream of

the dam is envisioned.

Each of the conceptual level plans for interim notching should address the following questions:

1. What is the conceptual level cost estimate for interim notching?
2. What the appropriate notch widths to prevent further sediment deposition in the reservoir?
3. For the notch depths below the current reservoir sediment elevations, is it possible to time the drawdown of the reservoir with the occurrence of high flow by installing a removable water-level control in the notch?
4. What is the most appropriate method to remove the concrete to form the notch?
5. Where could the dam material be placed?
6. What type of access is necessary for construction equipment?

Phase 2

The Phase 2 study will be to develop more detailed designs of one or more select alternatives as decided upon by the TAC and County of Ventura.

Task 2: Sediment Analysis of interim and dam removal plans

The goal of this task will be to simulate the sediment transport processes for the proposed interim notching and full removal plans that will be evaluated in Task 1. It is organized into the same phases as Task 1.

Phase 1

Part A: Analysis of conceptual alternatives

Phase 1 will assess the sediment transport of each of the conceptual plans developed by Task 1 Phase 1 Part A. The sediment transport assessment will be performed using a simple spreadsheet tool provided by the TAC as a starting point. The contractor will be free to suggest additional or alternative analysis techniques. The objectives of the sediment transport analysis at the conceptual phase will be to assess dam-removal induced sediment transport patterns under multiple hydrologic scenarios. The contractor shall:

1. Qualitatively describe the sediment transport processes that will occur under the dam removal scenarios outlined in Task 1;
2. Estimate the likely range in the magnitude and duration of high fine sediment concentrations downstream of Matilija Dam;

Part B: Notching Analysis

The goal of this part of Task 2 Phase 1 Part B is to perform more detailed sediment transport analysis of successive notching as defined in Task 1 Part A and B. The successive notching will be consistent with the successive notching assumed in the conceptual plans. The interim notch would have the main purpose of preventing further deposition in the reservoir area, but could also have the additional purposes of inducing a small amount of erosion so that the sediment removal process could begin and providing data on the sediment processes that would occur upon dam removal. Several different interim notch heights will be evaluated. The interim notch depth evaluated would be 5 feet above the current sediment elevations in the reservoir; then notches 0, 5, 10 and 15 ft below the current reservoir sediment elevations will be evaluated. No mechanical sediment management upstream of the dam is assumed.

The analysis of the interim and successive notching will assess the following items for multiple hydrologic scenarios, each at least 50 years in duration:

1. Expected erosion volumes of reservoir sediment by size fraction

2. Expected base level lowering and bank erosion within reservoir and delta areas
3. Magnitude and duration of sediment transport concentrations by size fraction downstream of Matilija Dam. Predict daily concentration during the 50-yr simulations.
4. Magnitude, location, and timing of sediment deposition downstream of Matilija Dam
5. Expected change to bed material sizes downstream of Matilija Dam.

The same calculations will be performed for the No Action case for the same hydrologic scenarios, where no notching of the dam is performed.

The analysis would be performed using an one-dimensional (1D) mobile bed model similar to SRH-1D (Reclamation, 2012) or DREAM (Cui et al., 2006).

Phase 2

The second phase of the work will be to use the mobile bed model developed in analysis of the interim notch of the first phase to assess a reduced number of alternatives developed under Task 1. The specific scope of work will be based upon the results of Phase 1 analysis.

Data Provided to Contractor

The following existing data will be provided to the contractor:

1. Acceptable locations of disposal areas upstream of the dam and environmentally and culturally sensitive areas. The majority of these areas have been identified by the Feasibility Study.
2. Hydrologic data at existing stream gages within the Ventura Basin
3. The base 2005 topography will be provided by the County of Ventura or Technical Service Center of Reclamation
4. Reservoir and river sediment data will be provided by the Corp of Engineers Los Angeles District and Technical Service Center of Reclamation.
5. Bed material data in Matilija Creek and Ventura River
6. Suspended sediment measurements collected by US Geological Survey and County of Ventura
7. Existing Conditions HEC-RAS and SRH-1D models will be provided based upon the 2005 topography.
8. Geo-referenced 2005 and historical aerial photography will be provided by Reclamation.
9. Current reservoir bathymetry
10. Electronic versions of relevant reports

Deliverables

The deliverable for Task 1 Phase 1 Part A and B will be a single report that contains the following items:

1. Overview of the work performed
2. Summary of the full dam removal and interim notching alternatives considered
3. Answers to the questions posed in the Task 1 Phase 1 scope of work for each of the alternatives considered in Part A and B
4. Appropriate conceptual level drawings of the alternatives considered

The deliverable for Task 2 Phase 1 Part A and B will be a single report that contains the following items:

1. Overview of the alternatives analyzed
2. Summary of the data used in the sediment analysis including the hydrology, river geometry, and sediment conditions.
3. Summary of simulation assumptions and limitations.
4. Answers to the questions posed in the Task 2 Phase 1 scope of work for each of the alternatives considered in Part A and B

Phase 2 deliverables will be defined after definition of the scope of work for Phase 2.

Qualifications

Task 1: Geotechnical Engineer, Construction Engineer, Hydraulic Engineer

Task 2: Hydraulic Engineer with experience in sediment transport simulation.
Geomorphologist with experience in river processes and river restoration.

References

Cui, Y. C., Parker, G., Braudrick, C., Dietrich, W., and Cluer, B. (2006). "Dam Removal Express Assessment Models (DREAM). Part 1: Model development and validation," *Journal of Hydraulic Research* Vol. 44, No. 3 (2006), pp. 291–307

National Marine Fisheries Service (2003). Biological Opinion for the construction and future operation of the Robles Diversion Fish Passage Facility. Protected Resource Division, Southwest Region, March 31, 2003. 70pp.

National Marine Fisheries Service (1997). Fish Screening Criteria for Anadromous Salmonids. Protected Resource Division, Southwest Region, January, 1997. 12pp.

Reclamation (2004). *Hydrology, Hydraulics and Sediment Studies of Alternatives for the Matilija Dam Ecosystem Restoration Project, Ventura, CA*. Technical Service Center, US Bureau of Reclamation, Denver, CO.

Reclamation (2008). *Matilija Dam Removal Analysis Using GRAVDAM*, Technical Memorandum No. MDR-86-6811 O-IE-2008-01, Technical Service Center, US Bureau of Reclamation, Denver, CO.

Reclamation (2012). *SRH-1D 2.8 User's Manual, Sedimentation and River Hydraulics – One Dimension, Version 2.8*, Technical Report SRH-2012-03, Technical Service Center, Bureau of Reclamation, Denver, CO.

Selkirk, M. (2011). Matilija Dam Ecosystem Restoration Project, Fine Sediment Study Group, August 2011, Center for Collaborative Policy, CSU Sacramento.

US Army Corps of Engineers (2002). *Impounded sediment characterization, Matilija Dam, Matilija Creek watershed, Ventura County, California*, Los Angeles District, Engineering Division, Geotechnical Branch, Geology and Investigations Section

US Army Corps of Engineers (2004), *Matilija Dam Ecosystem Restoration Feasibility study*, Environmental Impact Statement/Environmental Impact Report.

Task 3: Robles Diversion Mitigation

Matilija TAC

November 27, 2012

Background and Introduction

The State Coastal Conservancy (SCC), Ventura County Watershed Protection District (VCWPD) and the Army Corps of Engineers (Corps) have been active partners and fiscal supporters of the multi-year Federal effort to develop an environmentally and economically sound plan for removing Matilija Dam on the Ventura River, and collectively form the Management Team for the project.

Determining how to manage six million cubic yards of fine and coarse sediment that have accumulated behind the dam since its construction in the late 1940s has proven challenging. Utilizing an extensive public stakeholder process, the local Sponsor (VCWPD) and the Corps completed a feasibility study for removal of the Dam. That study included as a preferred alternative (known as Alternative 4b), the removal of about two million cubic yards of fine sediment behind the dam and their transport to temporary storage sites located downstream in or along the vicinity of the Baldwin Road bridge in Ojai.

After the certification of the project's EIS/EIR in 2004, initiation of the design phase, Congressional project authorization (WRDA 2007) and extensive subsequent study and investigation, the Corps reported concerns related to increasing construction cost estimates and constructability concerns related to the slurry and disposal of fine sediment at the Baldwin Road Disposal Area (BRDA) sites. The subsequent alternate proposals offered by the Corps in late 2009 and early 2010 as conceptual plans for managing the fine sediments upstream of the dam met with opposition from some of the major stakeholder groups, resource agencies, and other members of the project's Design Oversight Group (DOG).

To help resolve this issue, and at the urging of some stakeholders, the Management Team initiated a facilitated technical dialogue with selected stakeholders. The objectives of the process were to assess the current status of the project, evaluate the utility of additional scientific consultation, and develop a process for resolving the sediment management issue so that final engineering

work on the dam removal project could be completed within the scope of the federally authorized project. The SCC retained a professional mediation team led by Mary Selkirk from the Center for Collaborative Policy (a program of CSU Sacramento) to assist in this effort.

This facilitated effort recommended the formation of a Technical Advisory Council to address data and research needs that could facilitate the resolution of the sediment management issue associated with Matilija Dam Removal.

The Technical Advisory Council for the proposed removal of Matilija Dam developed this scope of work to address mitigation for water supply impacts at the Robles Diversion under dam removal scenarios.

Task 3: Robles Diversion Mitigation

The removal of Matilija Dam has the potential to increase the sediment concentration within Matilija Creek and the Ventura River downstream of the dam during and after the removal process. This scope of work would develop methods to mitigate the impact to water supply through supplying water of acceptable quality during the period of impact. This study would be done in close collaboration with Task 1 and 2 (1: Dam Removal Plans, and 2: Erosion and Sediment Transport Modeling Analysis). Task 3 will determine the potential for lost diversion opportunity at Robles as well as the magnitude and duration of lost diversion opportunity by computing the duration and seasonal timing when diversions will be precluded by high turbidity. The magnitude and duration of lost diversion opportunity will guide the water loss mitigation analysis.

For the purposes of this study, it is assumed that there will be significant increases in the fine sediment concentration (and the attached organic material) during the dam removal process. It is also assumed that Casitas Municipal Water District will not divert water when the concentration of reservoir fine sediment in the water is high, as defined by Task 2 and/or the TAC. The purpose of Task 3 is to analyze the potential to mitigate water loss at Robles Diversion during periods of impact through use of one or more of the following features:

1. Infiltration or Groundwater well galleries. These consist of buried pipes that would extract the shallow groundwater that would be of acceptable quality to divert into Lake Casitas, while minimizing impacts to other

environmental resources. Acceptable sites will be given to the contractor by the County of Ventura. The shallow groundwater will be pumped out and fed directly into Robles Canal. One of the goals of the design would be that the wells operate according to the low flow criteria in Matilija Creek and Ventura River as defined by the National Marine Fisheries Service Biologic Opinion (2003).

2. Diversion of "clean water" through and/or around reservoir site to Robles. Several diversion capacities could be investigated from 20 cfs up to 500 cfs. The diversion could provide clean water during non-flood flow periods below the dam to support fisheries and could be recaptured at Robles Diversion or directly piped into the diversion. Fish screening designs will be addressed at the diversion intake and outflow site(s) as specified by NOAA and CA DFG (National Marine Fisheries Service, 1997). One of the goals of the diversion would be to meet current low flow criteria in Matilija Creek and Ventura River as defined by the National Marine Fisheries Service Biologic Opinion (2003) as well as adequate fish migration flows between Robles Diversion Dam and habitat upstream on the Ventura River and N.F. Matilija Creek. Options for the diversion would be:
 - a. Diversion only around reservoir site and return immediately below the dam.
 - b. Diversion around reservoir and a direct connection into Robles Canal. A portion of the water could be returned to the river immediately downstream of the dam to meet in-stream flow requirements and a portion could be diverted via pipeline or open channel into Robles canal. This could be accomplished with one or two pipelines or canals. Minimum instream flow criteria will be assumed to be the same as current Robles Operations.
 - c. Combination(s) of the infiltration galleries and diversion options a and b.

Depending upon the dam removal alternative(s) chosen and the particular hydrologic conditions, the period that the mitigation measure would be operating could be between 1 to 20 years. More detail on the potential time frames of impact will be provided by Tasks 1 and 2 or by the TAC.

The task should be split into two phases (Phase 1 and 2). Phase 1 will be a conceptual design in which the full range of options is considered. The feasibility and water supply mitigation potential for each option would be assessed in relative terms and the following questions will be answered:

1. What is the estimated volume of lost surface water supplies for various reaches downstream of Matilija Dam under various hydrologic scenarios due to the dam removal options developed in Task 2?
2. What is the cost of implementing the measure?
3. What is the expected water yield of mitigation measure under various hydrologic scenarios?
4. What is the expected impact to surface and groundwater supplies downstream of Robles Diversion?

After review of the Phase 1 conceptual designs by the TAC, Phase 2 will begin in which a single alternative or a reduced set of alternative will be chosen and the contractor will quantify the items to a greater degree of certainty.

Deliverables

The deliverable for Task 1 Phase 1 will be a single report containing the following items:

1. Overview of the work performed
2. Summary of the flow mitigation alternatives considered
3. Answers to the questions posed in the Task 1 Phase 1 scope of work for each of the alternatives considered
4. Appropriate conceptual level drawings of the alternatives considered

Qualifications

Task 1: Construction Engineer, Hydraulic Engineer

References

National Marine Fisheries Service (2003). Biological Opinion for the construction and future operation of the Robles Diversion Fish Passage Facility. Protected Resource Division, Southwest Region, March 31, 2003. 70pp.

National Marine Fisheries Service (1997). Fish Screening Criteria for Anadromous Salmonids. Protected Resource Division, Southwest Region, January, 1997. 12pp.

Reclamation (2004). *Hydrology, Hydraulics and Sediment Studies of Alternatives for the Matilija Dam Ecosystem Restoration Project, Ventura, CA*. Technical Service Center, US Bureau of Reclamation, Denver, CO.

Reclamation (2008). *Matilija Dam Removal Analysis Using GRAVDAM*, Technical Memorandum No. MDR-86-6811 O-IE-2008-01, Technical Service Center, US Bureau of Reclamation, Denver, CO.

US Army Corps of Engineers (2002). *Impounded sediment characterization, Matilija Dam, Matilija Creek watershed, Ventura County, California*, Los Angeles District, Engineering Division, Geotechnical Branch, Geology and Investigations Section

US Army Corps of Engineers (2004), *Matilija Dam Ecosystem Restoration Feasibility study*, Environmental Impact Statement/Environmental Impact Report.

Casitas Municipal Water District

Monthly Cost Analysis - Robles, Fisheries, Fish Passage



2012/2013

12/05/2012

| | <u>Marzula & Marzula</u> <i>11-5-21-5049-12</i> | <u>Operation of Robles</u> <i>11-5-??-????-14</i> | <u>Fisheries</u> <i>11-5-28-50??-??</i> | <u>Project Name</u> <u>Fish Passage</u> | <u>Cost of the</u> <u>Fish Passage</u> |
|---|--|--|--|--|---|
| 2003/2004 | 0.00 | 132,143.20 | 6,066.93 | | |
| 2004/2005 | 0.00 | 298,006.35 | 39,124.63 | | 8,079,888.06 |
| 2005/2006 | 274,270.75 | 144,052.92 | 93,406.52 | | 0.00 |
| 2006/2007 | 194,409.73 | 110,707.78 | 188,651.75 | | 114,790.04 |
| 2007/2008 | 21,111.90 | 117,299.80 | 272,644.56 | | 0.00 |
| 2008/2009 | 1,207.75 | 88,201.00 | 307,739.00 | | 0.00 |
| 2009/2010 | 216,797.47 | 124,874.54 | 342,756.94 | | 0.00 |
| 2010/2011 | 169,932.80 | 148,506.23 | 373,535.60 | | 0.00 |
| 2011/2012 | <u>5,976.46</u> | <u>84,305.75</u> | <u>363,608.72</u> | | 0.00 |
| Expenditures | | | | | |
| July | 359.95 | 3,511.66 | 24,786.58 | | |
| August | 1,471.91 | 11,911.25 | 36,960.55 | | |
| September | 5,357.14 | 14,563.70 | 34,674.45 | | |
| October | 20.45 | 8,990.56 | 27,173.88 | | |
| November | 23.00 | 8,924.35 | 32,229.28 | | |
| December | | | | | |
| January | | | | | |
| Feburary | | | | | |
| March | | | | Less: Grants | |
| April | | | | CA Coastal Conservancy | -1,750,000.00 |
| May | | | | CA Dept of Fish & Game | -1,500,000.00 |
| June | | | | CA Dept of Fish & Game | -1,000,000.00 |
| | | | | Pacific States Marine | -8,988.86 |
| | | | | (Timber Debris Fence) | |
| | | | | Pacific States Marine | -18,980.00 |
| | | | | (Vaki Shroud) | |
| Total Cost YTD | <u>7,232.45</u> | <u>47,901.52</u> | <u>155,824.74</u> | Total Cost TD | <u>8,194,678.10</u> |
| | | | | Less: Grant Funding | <u>-4,277,968.86</u> |
| Total Project Cost | <u><u>890,939.31</u></u> | <u><u>1,295,999.09</u></u> | <u><u>2,143,359.39</u></u> | Total Project Cost | <u><u>3,916,709.24</u></u> |
| Total: Operation of Robles, Fisheries and Fish Passage | | | | | <u>7,356,067.72</u> |

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



12/05/2012

| | Services & Suplies | Legal Fees | Labor Expense | Other Services | Total Expenses |
|---------------------------|-----------------------------------|-----------------------|--------------------------|---------------------------|---------------------------|
| | <u>0.00</u> | <u>42,560.00</u> | <u>9,100.66</u> | <u>0.00</u> | <u>51,660.66</u> |
| 2010/2011 | | | | | |
| July | 0.00 | 0.00 | 479.45 | 0.00 | 479.45 |
| August | 0.00 | 5,094.00 | 1,338.47 | 0.00 | 6,432.47 |
| September | 0.00 | 14,853.79 | 179.79 | 0.00 | 15,033.58 |
| October | 0.00 | 4,388.00 | 0.00 | 0.00 | 4,388.00 |
| November | 0.00 | 11,718.53 | 868.45 | 0.00 | 12,586.98 |
| December | | | | | 0.00 |
| January | | | | | 0.00 |
| Feburary | | | | | 0.00 |
| March | | | | | 0.00 |
| April | | | | | 0.00 |
| May | | | | | 0.00 |
| June | | | | | 0.00 |
| Total Cost YTD | <u>0.00</u> | <u>36,054.32</u> | <u>2,866.16</u> | Total Cost YTD | <u>38,920.48</u> |
| Total Project Cost | <u>0.00</u> | <u>78,614.32</u> | <u>11,966.82</u> | Total: Ojai Flow | <u>90,581.14</u> |

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
12/05/12**

| Type of Invest | Institution | CUSIP | Date of Maturity | Amount of Deposit | Current Mkt Value | Rate of Interest | Date of Deposit | % of Portfolio | Days to Maturity |
|----------------|--|------------|------------------|---------------------|---------------------|------------------|-----------------|----------------|------------------|
| *TB | Federal Home Loan Bank | 313379EE5 | 06/14/19 | \$1,393,598 | \$1,393,511 | 1.625% | 10/03/12 | 10.96% | 2349 |
| *TB | Federal Home Loan Bank | 3133XSP930 | 12/13/13 | \$743,750 | \$720,734 | 3.125% | 07/01/10 | 5.67% | 368 |
| *TB | Federal Home Loan Bank | 3133XWNB10 | 06/12/15 | \$729,603 | \$743,911 | 2.875% | 07/01/10 | 5.85% | 907 |
| *TB | Federal Home Loan Bank | 3134A4VG60 | 11/17/15 | \$801,864 | \$789,516 | 4.750% | 07/19/10 | 6.21% | 1062 |
| *TB | Federal Home Loan MTG Corp | 3134G3GT10 | 10/18/17 | \$220,000 | \$220,207 | 1.250% | 01/03/12 | 1.73% | 1753 |
| *TB | Federal Home Loan MTG Corp | 3135G0ES80 | 11/15/16 | \$696,737 | \$704,398 | 1.375% | 03/12/12 | 5.54% | 1420 |
| *TB | Federal Home Loan MTG Corp | 3137EABA60 | 11/17/17 | \$1,211,010 | \$1,213,180 | 5.125% | 01/03/12 | 9.54% | 1782 |
| *TB | Federal Home Loan MTG Corp | 3137EABS70 | 09/27/13 | \$766,605 | \$722,316 | 4.125% | 07/01/10 | 5.68% | 292 |
| *TB | Federal Home Loan MTG Corp | 3137EACD90 | 07/28/14 | \$739,907 | \$730,653 | 3.000% | 07/01/10 | 5.75% | 593 |
| *TB | Federal Natl MTG Assn | 31398AYY20 | 09/16/14 | \$739,123 | \$734,398 | 3.000% | 07/01/10 | 5.78% | 641 |
| *TB | US Treasury Inflation Index NTS | 912828JE10 | 07/15/18 | \$1,055,030 | \$1,254,913 | 1.375% | 07/06/10 | 9.87% | 2020 |
| *TB | US Treasury Notes | 912828JW10 | 12/31/13 | \$709,352 | \$709,597 | 1.500% | 04/01/10 | 5.58% | 386 |
| *TB | US Treasury Notes | 912828LZ10 | 11/30/14 | \$718,129 | \$725,816 | 2.125% | 07/01/10 | 5.71% | 715 |
| *TB | US Treasury Notes | 912828MB30 | 12/15/12 | \$709,707 | \$700,161 | 1.125% | 06/30/10 | 5.51% | 10 |
| *TB | US Treasury Inflation Index NTS | 912828MF40 | 01/15/20 | \$1,041,021 | \$1,277,728 | 1.375% | 07/01/10 | 10.05% | 2560 |
| | Accrued Interest | | | \$63,816 | \$75,134 | | | | |
| | Total in Gov't Sec. (11-00-1055-00&1065) | | | \$12,339,252 | \$12,716,172 | | | 85.47% | |
| | Total Certificates of Deposit: (11.13506) | | | \$0 | \$0 | | | 0.00% | |
| ** | LAIF as of: (11-00-1050-00) | | N/A | \$444 | \$444 | 0.35% | Estimated | 0.00% | |
| *** | COVI as of: (11-00-1060-00) | | N/A | \$2,161,749 | \$2,161,749 | 0.65% | Estimated | 14.53% | |
| | TOTAL FUNDS INVESTED | | | \$14,501,445 | \$14,878,365 | | | 100.00% | |
| | Total Funds Invested last report | | | \$14,501,445 | \$14,918,368 | | | | |
| | Total Funds Invested 1 Yr. Ago | | | \$14,530,793 | \$14,793,134 | | | | |
| **** | CASH IN BANK (11-00-1000-00) EST. | | | \$3,696,608 | \$3,696,608 | | | | |
| | CASH IN Western Asset Money Market | | | \$7,441 | \$7,441 | 0.010% | | | |
| | CASH IN PIMMA Money Market | | | \$0 | \$0 | 0.000% | | | |
| | TOTAL CASH & INVESTMENTS | | | \$18,205,494 | \$18,582,414 | | | | |
| | TOTAL CASH & INVESTMENTS 1 YR AGO | | | \$17,743,775 | \$18,006,116 | | | | |
| *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.