

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
October 24, 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 October 10, 2012 Board Meeting.

RECOMMENDED ACTION: Adopt Consent Agenda
5. Bills
6. Committee/Manager Reports
 - a. Executive Committee Minutes
 - b. Water Resources Committee Minutes
 - c. Personnel Committee Minutes
7. Recommend approval of Change Order No. 3 for the SDWR Grant Improvement Project-Pipe Bridge & Instrumentation Specification 11-344 in the amount of \$41,891.00.

RECOMMENDED ACTION: Motion approving recommendation

8. Recommend approval of a purchase order to Dell Computers in the amount of \$30,345.41 for the purchase of four servers.

RECOMMENDED ACTION: Motion approving recommendation

9. Recommend selection of candidate for LAFCo Runoff Election.

RECOMMENDED ACTION: Motion selecting candidate

10. 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
October 10, 2012

A special meeting of the Board of Directors was held October 10, 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 was one staff member and one member of the public in attendance. President Baggerly led the group in the flag salute.

1. Public Comments

None

2. General Manager comments.

Mr. Wickstrum informed the board that there would be a shutdown on the Matilija Conduit on October 16th from 8:00 a.m. to 8:00 p.m. to replace some valves and install a fire hydrant. Mr. Wickstrum then explained that the voided checks on the bill list were voided due to an error on the part of the printing company.

3. Board of Director comments.

Director Word asked if Casitas would be participating in the annual water symposium think tank. Mr. Wickstrum explained that Ron and I participated last year and were invited this morning.

4. Consent Agenda

ADOPTED

- a. Minutes of the September 26, 2012 Board Meeting.
- b. Recommend approval of an invoice to Alliant Insurance Services in the amount of \$56,167.31 for the Special Liability Insurance Program.

Director Bergen suggested spelling out chemical toilets in the General Manager's comments and removing a capital letter.

The Consent Agenda was offered by Director Hicks, seconded by Director Bergen as amended and passed with Director Word abstaining on item a as he was not in attendance at that meeting.

5. Bills

APPROVED

Director Word questioned #13607 and asked if this was a monthly charge. Mr. Wickstrum explained that this was one of three payments.

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

6. Committee/Manager Reports APPROVED FOR FILING
 - a. Water Resources Committee Minutes
 - b. Recreation Committee Minutes

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

7. Recommend the approval of purchase of live rainbow trout from Chaulk Mound Trout Ranch in the amount of \$35,198.25. APPROVED

Ms. Belser pointed out the amount listed on the agenda is incorrect. The correct amount is \$34,198.25.

On the motion of Director Kaiser, seconded by Director Word and passed, the above recommendation was approved.

8. Recommend awarding the 2013 Night Fishing Tournaments to Western Outdoor News Bass. APPROVED

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

9. Recommend approval of Change Order No. 1 for the Robles-Casitas Canal Replacement in the amount of \$16,200. APPROVED

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

10. Recommend approval of a purchase order to Consolidated Electrical Distributors in the not to exceed amount of \$153,881.16 for the purchase of electrical motor control centers and equipment for the Ojai Valley Pump Plant electrical upgrade project. APPROVED

On the motion of Director Word, seconded by Director Kaiser and passed, the above recommendation was approved.

11. Recommend approval of a purchase order for Industrial Coating and Restoration Services in the not to exceed amount of \$20,000 for the recoating of Casitas Dam intake track from elevation 552.60 to 540.20. APPROVED

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

12. Information Items:

APPROVED FOR FILING

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

Director Hicks questioned the investment strategy that was listed on the investment report. Mr. Wickstrum explained that the Finance committee will review it. Director Word suggested looking for ways to reduce costs when the Fisheries Manager is here. Mr. Wickstrum said he could take a look at it.

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

13. Adjournment

President Baggerly adjourned the meeting at 3:21 p.m.

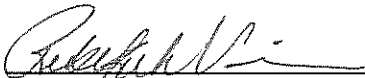
Bill Hicks, Secretary

CASITAS MUNICIPAL WATER DISTRICT
 Payable Fund Check Authorization
 Checks Dated 10/9/12-10/18/12
 Presented to the Board of Directors For Approval October 24, 2012

Check	Payee			Description	Amount
000363	Payables Fund Account	#	9759651478	Accounts Payable Batch 101112	\$60,842.01
000364	Payables Fund Account	#	9759651478	Accounts Payable Batch 101812	\$202,931.17
					\$263,773.18
000365	Payroll Fund Account	#	9469730919	Estimated Payroll 11/1/12	\$135,000.00
					\$135,000.00
				Total	\$398,773.18

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, 000363-000365 have been duly audited is hereby certified as correct.



Rebekah Vieira, Clerk of the Board

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.

000363	A/P Checks:	013640-013653
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Void:	

000364	A/P Checks:	013654-013744
	A/P Draft to P.E.R.S.	101823
	A/P Draft to State of CA	101822
	A/P Draft to I.R.S.	101821
	Void:	013704

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



Rebekah Vieira, Clerk of the Board

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 10/13/12
Pay Date of 10/18/12
have been duly audited and are
hereby certified as correct.

Signed:  _____
Rebekah Vieira

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR SET: 01 Casitas Municipal Water D

BANK: * ALL BANKS

DATE RANGE: 10/09/2012 THRU 10/18/2012

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	10/18/2012			013704		

* * T O T A L S * *

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

TOTAL ERRORS: 0

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

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE:10/09/2012 THRU 10/18/2012

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00021	AWA OF VENTURA COUNTY							
I-100812	Waterwise Breakfast 10/18/12	R	10/09/2012	100.00		013640		100.00
01153	RUSS BAGGERLY							
I-Aug 12	Reimburse Mileage 8/12	R	10/09/2012	44.40		013641		
I-Sep 12	Reimburse Mileage 9/12	R	10/09/2012	36.63		013641		81.03
01616	FRED BRENEMAN							
I-100812	9/30/12-10/13/12	R	10/09/2012	391.00		013642		391.00
00091	ERNST & YOUNG LLP							
I-US0130699491	Client#60028334	R	10/09/2012	902.00		013643		902.00
00667	Kennedy/Jenks Consultants							
I-68189	Services through 9/28/12	R	10/09/2012	309.00		013644		309.00
00497	SUSAN McMAHON							
I-Oct 12	Reimburse Expenses 10/12	R	10/09/2012	435.60		013645		435.60
00178	PARADISE CHEVROLET							
I-CTCB489258A	Balance due on Invoice	R	10/09/2012	38.21		013646		38.21
01944	Luke Scholt							
I-100812	Safety Boots	R	10/09/2012	170.00		013647		170.00
00215	SOUTHERN CALIFORNIA EDISON							
I-100412	Acct#2269631768	R	10/09/2012	19.32		013648		19.32
01122	Suzi Taylor							
I-Oct 12	Reimburse Expenses 10/12	R	10/09/2012	401.15		013649		401.15
01985	AFLAC/FLEX ONE							
I-101112	Reimburse Medical 2012	R	10/11/2012	136.97		013650		136.97
00323	ALLIANT INSURANCE SRVCS, INC							
I-7084	Liability Insurance	R	10/11/2012	56,167.31		013651		56,167.31
	9/29/12-9/29/13							
01270	SCOTT LEWIS							
I-Sep 12	Reimburse Expenses 9/12	R	10/11/2012	1,520.42		013652		1,520.42
02202	Stanley Pest Control							
I-418343	Yellow Jacket Control WP	R	10/11/2012	170.00		013653		170.00

VENDOR SET: 01 Casitas Municipal Water D

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DATE RANGE:10/09/2012 THRU 10/18/2012

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01441	ADVANTAGE TELECOM, INC I-39734 Monthly LCRA Phone Bill	R	10/18/2012	744.34		013654		744.34
01325	Aflac Worldwide Headquarters I-579435 Supplemental Insurance 10/12	R	10/18/2012	2,933.94		013655		2,933.94
00010	AIRGAS USA LLC I-9008788044 Welding Supplies for Pipelines I-9008975563 Supplies for Pipelines I-9009132412 Gauge Covers for LCRA Maint I-9009279626 Welding Materials for Maint	R	10/18/2012	342.47		013656		
		R	10/18/2012	28.96		013656		
		R	10/18/2012	4.70		013656		
		R	10/18/2012	32.90		013656		409.03
00014	AQUA-FLO SUPPLY I-378065 Irrigation Parts, "A" & Coyote I-381463 Plumbing & Conduit Supplies,TP	R	10/18/2012	91.03		013657		
		R	10/18/2012	121.86		013657		212.89
02179	Art Street Interactive I-88793 Res Software, Hosting/Maint	R	10/18/2012	542.15		013658		542.15
01666	AT & T C-000003740983 T-1 Line for Internet I-000003742763 T-1 Lines Acct#8310002969306	R	10/18/2012	61.00CR		013659		
		R	10/18/2012	1,154.11		013659		1,093.11
00018	AT & T MOBILITY I-829434088X10142012 PT Wildlife Biol Cell Phone	R	10/18/2012	7.10		013660		7.10
00020	AVENUE HARDWARE, INC I-49542 Glazing for Dist Maint I-49576 Flashlights for O & M Cust Svc I-49734 Blades for Tree Saw, Maint	R	10/18/2012	42.42		013661		
		R	10/18/2012	64.24		013661		
		R	10/18/2012	13.42		013661		120.08
01677	AVENUE TV & COMMUNICATIONS I-15008 Office Radio Antenna, LCRA	R	10/18/2012	85.75		013662		85.75
00021	AWA OF VENTURA COUNTY I-101612 CCWUC Luncheon 10/24/12 I-101712 CCWUC Luncheon 10/24/12	R	10/18/2012	50.00		013663		
		R	10/18/2012	75.00		013663		125.00
09065	ERIC BEHRENDT I-Oct 12 Reimburse Expenses 10/12	R	10/18/2012	85.10		013664		85.10
00821	BEST BEST & KRIEGER LLP I-687859 Matter#82356.00002 9/30/12	R	10/18/2012	326.90		013665		326.90

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00756	BOARD OF EQUALIZATION Use Tax Return 07/2012-09/2012	R	10/18/2012	1,261.00		013666		1,261.00
00054	CA DEPARTMENT OF PUBLIC HEALTH Water System Fees, 7/11-6/12	R	10/18/2012	7,466.17		013667		7,466.17
00641	CA DEPARTMENT OF PUBLIC HEALTH ELAP Annual Fee for Lab	R	10/18/2012	1,455.00		013668		1,455.00
00055	CASITAS BOAT RENTALS Control Box Handle for Eq#130	R	10/18/2012	285.80		013669		
	I-Sep 12 Cafe Pass Revenue	R	10/18/2012	1,923.32		013669		
	I-Sep 12 Gas Gas for Boats at LCRA	R	10/18/2012	1,448.03		013669		3,657.15
00511	Centers for Family Health Drug Tests	R	10/18/2012	157.00		013670		157.00
00062	CONSOLIDATED ELECTRICAL Gel Caps for O & M Cust Svc	R	10/18/2012	235.09		013671		
	I-9009665105 LED Modules, Treatment Plant	R	10/18/2012	119.00		013671		354.09
00719	CORELOGIC INFORMATION SOLUTION Realquest Software Subscrip	R	10/18/2012	125.00		013672		125.00
01131	COUNTY OF VENTURA, IRWM TRUST Year 5 & 6 Grant Admin, Snr Can	R	10/18/2012	4,000.00		013673		4,000.00
01001	CUSTOM PRINTING Parking Passes for LCRA	R	10/18/2012	534.42		013674		
	I-119778 Day Use Hang Tags, LCRA	R	10/18/2012	773.49		013674		
	I-120034 Vessel Survey Form, LCRA	R	10/18/2012	132.72		013674		1,440.63
01856	DATA FLOW Accrue Use Tax	R	10/18/2012	31.03CR		013675		
	D-65730A Accrue Use Tax	R	10/18/2012	31.03		013675		
	I-65730 Yellow Door Hangers	R	10/18/2012	470.00		013675		470.00
02480	David Taussig & Associates Project#12-00046.000 9/12	R	10/18/2012	11,285.53		013676		11,285.53
00081	DELTA LIQUID ENERGY Fill Propane Tank, LCRA Office	R	10/18/2012	97.66		013677		
	I-23210092 Fill Propane Tank, Maint	R	10/18/2012	265.16		013677		362.82

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
10106	DeZURIK/Apco Air Scour Valve, TP	R	10/18/2012	1,177.61		013678		1,177.61
00095	FAMCON PIPE & SUPPLY Replacement Valves, Pipeline	R	10/18/2012	628.49		013679		
	I-145129 Replace Valves, Pipelines	R	10/18/2012	448.31		013679		
	I-145276 New Gate Valves, Pump Plants	R	10/18/2012	965.25		013679		
	I-145277 New Gate Valves, Pump Plants	R	10/18/2012	2,107.46		013679		4,149.51
00093	FEDERAL EXPRESS Ship Audit Binder to Fedak	R	10/18/2012	60.32		013680		
	I-204760573 Ship Docs for Mgmt	R	10/18/2012	22.13		013680		82.45
00013	FERGUSON ENTERPRISES INC #1083 Backflow for Picnic 8	R	10/18/2012	471.90		013681		471.90
00099	FGL ENVIRONMENTAL Chlorophyll Analysis 8/28/12	R	10/18/2012	332.00		013682		
	I-208727A Nutrient Analysis 8/28/12	R	10/18/2012	1,524.40		013682		
	I-209524A Wet Chemistry-NO3	R	10/18/2012	18.00		013682		
	I-209525A Wet Chemistry-NO3	R	10/18/2012	61.00		013682		
	I-209798A Metals, Total-Mn	R	10/18/2012	70.00		013682		
	I-209802A Wet Chemistry-NO3	R	10/18/2012	18.00		013682		2,023.40
00103	FRANK'S ROOTER & PUMPING Snake Out Camp F-17/19	R	10/18/2012	345.00		013683		345.00
00104	FRED'S TIRE MAN Flat Repair Eq#16, O&M CS	R	10/18/2012	15.00		013684		15.00
00106	FRONTIER PAINT Painting Supplies for LCRA	R	10/18/2012	23.69		013685		23.69
00485	FRUIT GROWERS SUPPLY COMPANY Raingear for Dist Maint Crew	R	10/18/2012	156.80		013686		156.80
01280	FRY'S ELECTRONICS, INC. Replace Wireless Access Point	R	10/18/2012	59.25		013687		59.25
00107	FULLER PAINT & GLASS Lead Test Kit, Casitas Dam	R	10/18/2012	28.95		013688		28.95
02479	Artak Gabuzyan Camping Refund Fee	R	10/18/2012	35.00		013689		35.00

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE:10/09/2012 THRU 10/18/2012

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01162	GENERAL CHEMICAL PERFORMANCE							
C-101812	Adjustment, Sales Tax Refund	R	10/18/2012	5,111.49CR		013690		
I-90512445	Ferric Sulfate for TP	R	10/18/2012	10,016.20		013690		4,904.71
02158	Google, Inc.							
I-3484841	Additional Usage	R	10/18/2012	7.58		013691		7.58
00115	GRAINGER, INC							
I-9937284553	Safety Helmet for Dist Maint	R	10/18/2012	79.23		013692		79.23
00356	Ken Grinnell							
I-Oct 12	Reimburse Expenses 10/15	R	10/18/2012	107.23		013693		107.23
00121	HACH COMPANY							
I-7966017	Reagents for Lab	R	10/18/2012	359.00		013694		359.00
01052	HARBOR FREIGHT TOOLS USA, INC							
I-178373	Trailer Light Kit for #211	R	10/18/2012	23.58		013695		23.58
01594	HIGHWAY TECHNOLOGIES, INC.							
I-65110967001	Barricade Tape for LCRA	R	10/18/2012	230.81		013696		230.81
00894	HOSE-MAN, INC.							
I-5184943000105	Hose Repair Kit for Pipelines	R	10/18/2012	64.92		013697		64.92
00125	IDEXX DISTRIBUTION CORP							
I-262988507	Vessels for Lab	R	10/18/2012	151.36		013698		151.36
00127	INDUSTRIAL BOLT & SUPPLY							
I-00130189	Bolts for Manway at Ave #1 PP	R	10/18/2012	98.84		013699		98.84
00872	Irrisoft, Inc.							
I-4350	Weather Station Signal	R	10/18/2012	79.00		013700		79.00
00131	JCI JONES CHEMICALS, INC							
I-563019	Chlorine for TP, CM#563044	R	10/18/2012	1,770.00		013701		1,770.00
00149	MCJUNKIN RED MAN CORPORATION							
I-6695589001	Blind Flanges for Pipelines	R	10/18/2012	79.24		013702		79.24
00151	MEINERS OAKS ACE HARDWARE							
C-517819	Posts Returned	R	10/18/2012	20.46CR		013703		
I-516278	Pipe Straps for Canal Drains	R	10/18/2012	16.51		013703		
I-516429	Pressure Gage, Blades, Dst Mnt	R	10/18/2012	22.60		013703		
I-516720	Silica Sand for Pipelines	R	10/18/2012	96.42		013703		
I-517091	Air Filters for A/C Unit,Maint	R	10/18/2012	18.40		013703		
I-517455	Paint and Screws for Maint	R	10/18/2012	42.86		013703		
I-517488	Extn Cord, Posts for Fisheries	R	10/18/2012	58.17		013703		

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE: 10/09/2012 THRU 10/18/2012

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-517518	Broom, Batteries, Tape O&M CS	R	10/18/2012	35.77		013703		
I-517821	Posts for Fisheries	R	10/18/2012	27.43		013703		
I-517824	Tarp, Outlet Tester for WP	R	10/18/2012	28.75		013703		
I-517829	Bolts for Robles	R	10/18/2012	4.50		013703		
I-517874	Glue, Screws for Dist Maint	R	10/18/2012	40.13		013703		
I-518079	Tarp, Parts for F Camp	R	10/18/2012	42.01		013703		
I-518143	Parts for Fountain Picnic #8	R	10/18/2012	6.51		013703		
I-518206	Caulk, Putty Knife, Dist Maint	R	10/18/2012	8.13		013703		
I-518303	Roof Cement for Dist Maint	R	10/18/2012	33.01		013703		
I-518716	Shovel, Broom for TP	R	10/18/2012	47.46		013703		
I-519277	Trowel For E & M	R	10/18/2012	7.45		013703		515.65
01157	MURCAL, INC.							
I-26285	Pressure Gage for OVPP	R	10/18/2012	205.99		013705		205.99
01102	NIAGARA CONSERVATION CORP.							
I-INV00043039	Aerator for Water Conservation	R	10/18/2012	862.06		013706		862.06
01570	Ojai Auto Supply LLC							
I-255647	Tail Light for #54, Maint	R	10/18/2012	37.53		013707		37.53
00912	OJAI BUSINESS CENTER, INC							
I-7873	Ojai Day Coupons, Shipping	R	10/18/2012	39.93		013708		39.93
00165	OJAI LUMBER CO, INC							
I-2438787	Contact Cement for PP	R	10/18/2012	5.78		013709		5.78
00602	OJAI TRUE VALUE							
I-42031	Keys for LCRA	R	10/18/2012	5.36		013710		
I-42079	Stain for Office, LCRA Maint	R	10/18/2012	6.42		013710		11.78
00167	OJAI VALLEY FAMILY MEDICAL GRP							
I-072712	DMV Physical Acct 169800	R	10/18/2012	160.00		013711		
I-080712	DMV Physical Acct#176760	R	10/18/2012	120.00		013711		280.00
00473	OJAI VALLEY GLASS							
I-33183	Clips for Warehouse Windows	R	10/18/2012	12.87		013712		12.87
00169	OJAI VALLEY SANITARY DISTRICT							
I-14948	Cust#52921 Sewer Service	R	10/18/2012	50.21		013713		50.21
00383	ON DUTY UNIFORMS & EQUIPMENT							
I-109073	Uniforms for APSO	R	10/18/2012	55.77		013714		55.77

VENDOR SET: 01 Casitas Municipal Water D

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DATE RANGE:10/09/2012 THRU 10/18/2012

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00895	OTEK CORP.							
	C-001300A							
	Accrue Use Tax	R	10/18/2012	13.34CR		013715		
	D-001300A							
	Accrue Use Tax	R	10/18/2012	13.34		013715		
	I-001300							
	Remote Panel Meters for TP	R	10/18/2012	190.67		013715		190.67
10072	PERMACOLOR, INC							
	I-274923							
	Coat Fitting for Upper Ojai	R	10/18/2012	135.00		013716		135.00
00686	POLLARD CO., INC.							
	C-I334686INA							
	Accrue Use Tax	R	10/18/2012	45.02CR		013717		
	C-I334733CM							
	Credit for Freight	R	10/18/2012	96.90CR		013717		
	D-I334686INA							
	Accrue Use Tax	R	10/18/2012	45.02		013717		
	I-I334686IN							
	Dechlor Chemicals for WQ	R	10/18/2012	816.22		013717		719.32
01334	POWER MACHINERY CENTER							
	I-E68669							
	Club Car Lease, Y13864	R	10/18/2012	602.67		013718		602.67
01439	PRECISION POWER EQUIPMENT							
	I-1825							
	Weedeater Line, LCRA Maint	R	10/18/2012	39.68		013719		
	I-1826							
	Service Gas Edger for Maint	R	10/18/2012	109.69		013719		149.37
00313	ROCK LONG'S AUTOMOTIVE							
	I-6712							
	Regulater Kit for Eq#28,Maint	R	10/18/2012	296.60		013720		296.60
01037	SAF-T-FLO INDUSTRIES CORP.							
	I-122132							
	PVC Solution Tube Assembly, TP	R	10/18/2012	218.07		013721		218.07
01107	SAWYER PETROLEUM							
	I-S84297							
	Motor Oil for Pump Plants	R	10/18/2012	221.57		013722		221.57
02478	Scott-Merriman Incorporated							
	C-048971A							
	Accrue Use Tax	R	10/18/2012	45.70CR		013723		
	D-048971A							
	Accrue Use Tax	R	10/18/2012	45.70		013723		
	I-048971							
	Parking Citations for LCRA	R	10/18/2012	630.35		013723		630.35
01105	SEARS COMMERCIAL ONE							
	I-T917013							
	Transfer Pump for Waterpark	R	10/18/2012	86.98		013724		86.98
00725	SMART & FINAL							
	I-130							
	WP Year End Party Supplies	R	10/18/2012	253.05		013725		253.05
02003	Sostre & Associates							
	I-2047							
	CMS Fee & Website Hosting	R	10/18/2012	249.00		013726		249.00

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE:10/09/2012 THRU 10/18/2012

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02436	Southwest Specialty Coatings, Recoat Underground Vaults	R	10/18/2012	52,575.00		013727		52,575.00
01987	StayWell Company Lifeguarding Manuals	R	10/18/2012	3,376.69		013728		3,376.69
01173	TOICO INDUSTRIES, INC.							
C-0118010INA	Accrue Use Tax	R	10/18/2012	27.91CR		013729		
C-0118043INA	Accrue Use Tax	R	10/18/2012	8.70CR		013729		
D-0118010INA	Accrue Use Tax	R	10/18/2012	27.91		013729		
D-0118043INA	Accrue Use Tax	R	10/18/2012	8.70		013729		
I-0118010IN	Pumper Scent for LCRA Maint	R	10/18/2012	417.00		013729		
I-0118043IN	Lever Valve for LCRA Maint	R	10/18/2012	137.91		013729		554.91
00225	UNDERGROUND SERVICE ALERT 107 New Tickets	R	10/18/2012	160.50		013730		160.50
00247	County of Ventura Encroachment Permit	R	10/18/2012	220.00		013731		220.00
00254	VENTURA LOCKSMITHS							
I-32803	Change Locks Due to Lost Keys	R	10/18/2012	928.50		013732		
I-32805	Change Locks Due to Lost Keys	R	10/18/2012	823.34		013732		
I-33432	Door Closures & Rekey, LCRA	R	10/18/2012	1,256.63		013732		3,008.47
00258	VENTURA STEEL, INC Picnic #8 BBQ Grill Repair	R	10/18/2012	89.96		013733		89.96
01283	Verizon Wireless							
I-1124981163	Dist Ofc Monthly Cell Charges Acct#77062830400001	R	10/18/2012	526.65		013734		
I-1124982011	LCRA Monthly Cell Charges Acct#77232361800001	R	10/18/2012	182.61		013734		709.26
02186	Weinerth and Sons Bee Removal Bee Removal at Airstrip	R	10/18/2012	190.00		013735		190.00
00270	WELLS FARGO BANK							
C-100912D	Accrue Use Tax	R	10/18/2012	2.56CR		013736		
D-100912D	Accrue Use Tax	R	10/18/2012	2.56		013736		
I-100912	Aquatic Sampling Eq, Fisheries	R	10/18/2012	169.83		013736		
I-100912A	Digital Charger for PIT Tag	R	10/18/2012	35.32		013736		
I-100912B	Wet Suit Rental for Training	R	10/18/2012	120.00		013736		
I-100912C	Dry Erase Board, LCRA	R	10/18/2012	81.75		013736		
I-100912D	Monthly Credit Card Charges	R	10/18/2012	499.49		013736		906.39

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00330	WHITE CAP CONSTRUCTION SUPPLY I-7171324 Hydrant Adapters for O&M CS	R	10/18/2012	45.02		013737		45.02
02482	Wired Billing Department I-101512 Subscription for IT, 12 Issues	R	10/18/2012	13.00		013738		13.00
01985	AFLAC/FLEX ONE I-101812 Reimburse Medical 2012	R	10/18/2012	102.02		013739		102.02
00124	ICMA RETIREMENT TRUST - 457 I-CUI201210160619 457 CATCH UP	R	10/18/2012	569.24		013740		
	I-DCI201210160619 DEFERRED COMP FLAT	R	10/18/2012	2,561.52		013740		
	I-DI%201210160619 DEFERRED COMP PERCENT	R	10/18/2012	85.53		013740		3,216.29
01960	Moringa Community I-MOR201210160619 PAYROLL CONTRIBUTIONS	R	10/18/2012	16.75		013741		16.75
00985	NATIONWIDE RETIREMENT SOLUTION I-CUN201210160619 457 CATCH UP	R	10/18/2012	423.06		013742		
	I-DCN201210160619 DEFERRED COMP FLAT	R	10/18/2012	3,877.68		013742		4,300.74
00180	S.E.I.U. - LOCAL 721 I-COP201210160619 SEIU 721 COPE	R	10/18/2012	9.50		013743		
	I-UND201210160619 UNION DUES	R	10/18/2012	593.75		013743		603.25
00230	UNITED WAY I-UWY201210160619 PAYROLL CONTRIBUTIONS	R	10/18/2012	45.00		013744		45.00
00128	INTERNAL REVENUE SERVICE I-T1 201210160619 Federal Withholding	D	10/18/2012	21,188.65		101821		
	I-T3 201210160619 FICA Withholding	D	10/18/2012	16,301.62		101821		
	I-T4 201210160619 Medicare Withholding	D	10/18/2012	5,146.64		101821		42,636.91
00049	STATE OF CALIFORNIA I-T2 201210160619 State Withholding	D	10/18/2012	6,980.15		101822		6,980.15
00187	CALPERS I-PER201210160619 PERS EMPLOYEE PORTION	D	10/18/2012	10,002.65		101823		
	I-PRR201210160619 PERS EMPLOYER PORTION	D	10/18/2012	12,104.15		101823		22,106.80

10/18/2012 10:50 AM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:10/09/2012 THRU 10/18/2012

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
* * T O T A L S * *								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
	REGULAR CHECKS:	104		192,049.32		0.00		192,049.32
	HAND CHECKS:	0		0.00		0.00		0.00
	DRAFTS:	3		71,723.86		0.00		71,723.86
	EFT:	0		0.00		0.00		0.00
	NON CHECKS:	0		0.00		0.00		0.00
	VOID CHECKS:	0	VOID DEBITS	0.00				
			VOID CREDITS	0.00		0.00		
				0.00				
TOTAL ERRORS: 0								
VENDOR SET: 01	BANK: AP	TOTALS:	107	263,773.18		0.00		263,773.18
BANK: AP	TOTALS:		107	263,773.18		0.00		263,773.18
REPORT TOTALS:			108	263,773.18		0.00		263,773.18

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: October 9, 2012
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Executive Committee Meeting of October 9, 2012

RECOMMENDATION:

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

MEETING:

1. **Roll Call.** Directors Baggerly and Word
General Manager Steve Wickstrum
Staff – Ron Merckling
2. **Public Comments.** None.
3. **Board/Manager comments.**
The General Manager provided news that a runoff election is requested by LAFCO for two candidates. This item will be moved to the Board.

The General Manager reported that the Farm Bureau and the Association of Water Agencies of Ventura County are planning to have their bus tour of Ventura County water projects on November 7, 2012. The tour will stop at Casitas Dam at approximately 2:45PM. It was suggested that the tour go to the Lake Casitas Recreation Area. The response to the suggestion is that the dam tour is preferred and that this may be an alternate if it is raining on that day.

The General Manager commented that staff will pursue further discussions with the Bureau of Reclamation on the management of the Teague Memorial Watershed. The Directors commented on the positive impact that funding assistance from Reclamation will have at the Lake Casitas Recreation Area.

The General Manager informed the Committee of the dates for Ojai Day and the Native Plants seminar, October 20 and 27, respectively.

4. **Update on Senior Canyon Project.**
The General Manager and Ron Merckling informed that Committee that the project has had a few change orders due to construction of the bridge bases and conflict with a neighbor's asphalt project. The contractor is waiting for the metalwork to be completed for the pipe span supports. The pipeline replacement is scheduled for completion by December 14th. The additional control and monitoring features are being specified and readied for bid. The last date for application for reimbursement from the State is March 1, 2013.

5. **Update on State Water.**

The General Manager reported that Casitas and Ventura Water will be investigating opportunities to temporarily transfer their respective State Water entitlements and temporarily lessen the financial burden to local property owners.

The General Manager will also inform United Water Conservation District and the County of the proposed activity. United WCD has been approached to consider the transfer to United WCD, but there are many difficulties in moving the water into their service area.

6. **Update on the City Ventura Agreement.**

The City is in review of Casitas' draft agreement and may provide a response within the week. If there is not a timely response from the City, the action will be moved to Committee for further renegotiation of the agreement.

7. **Additional Recoating of the Casitas Dam Intake Structure.**

The Committee reviewed the request by Bob Monnier to provide funding for additional coating work on the Casitas Dam intake structure. The additional structure has been exposed since the last coating work that was done in the spring of 2012. The structural elements do not have a lead based paint coating. The committee recognized that the structure elements need coating before being submerged again by the winter rising water in Lake Casitas.

8. **Update on Villanova Main Hit and Contractor's response.**

The District received a letter from the contractor and the District responded to the letter, providing an additional 15 days to reimburse the District for the expenses incurred by the contractor's damage to the Villanova Main. Counsel has reviewed the letters.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: October 16, 2012
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Water Resources Committee Meeting of October 15, 2012

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.** Director Baggerly and Director Hicks.
General Manager Steve Wickstrum
Staff – Ron Merckling and Susan McMahon
2. **Public Comments.** None.
3. **Board Comments.** None
4. **Manager Comments.**
Ron Merckling informed the Committee of staff participation at Ojai Day, October 20th, and a native plant workshop on October 27th.
5. **Bureau of Reclamation Final Closeout Review – Reclamation Reform Act.**
The General Manager reported that the Bureau will be conducting a final closeout review on October 22nd, which could lead to the granting of an exemption from the reporting requirements of the Reclamation Reform Act (RRA). The RRA requires each agricultural landholder to report landholdings on an annual basis. Once the final payment is made on the repayment contract, an exemption can be considered by the Bureau, as long as there are no other unresolved RRA issues between the District and the Bureau. The process is likely to take longer than the next reporting cycle, therefore the District is proceeding with the 2012 reporting by the agricultural landholders. The Committee will be updated as progress is known.
6. **Discussion on TMDL for Pumping and diversion Impairments.**
The Committee discussed the direction to decline the offer to develop a memorandum of agreement for the impairment TMDL. A letter from the water agencies and major well pumpers has been sent to the Regional Water Quality Control Board representative, Shirley Birosik. More action will be forthcoming as EPA develops the TMDL.
7. **Update on Regional Water Status.**
The General Manager informed the Committee that three of the major groundwater purveyors are experiencing low storage conditions and relying more heavily on Casitas water supply. The water demand condition is typical of a low rainfall year, such as

year 2007. It was noted that the City of Ventura seemed to be evenly pacing their Casitas water purchase during the past few summer months, as compared to last 2011's high demand during the summer months. It was further noted that Meiners Oaks Water District experienced a 27% reduction of water demand after notifying its customers of a water shortage. This was an excellent response from the customers of MOWD.

8. **Update on Lake Water Quality Study.**

Susan McMahon, laboratory Supervisor, discussed the draft report prepared by Flow Science, Inc., concerning the evaluation of the Lake Casitas aeration system. The report has focused on the evolution of the aeration system and directed toward the improvement of water quality in Lake Casitas. The key issue identified was the enlargement of the anoxic zone, comprising a larger volume of low dissolved oxygen that causes a release of phosphorus from lake sediment, resulting in nutrients that promote lake algae. The recent lake algae blooms have caused temporary reductions in filtration rates. The study discusses several options for reducing the anoxic zone which will be considered for implementation by the district.

Upon receipt of a final report, Susan will be presenting the report to the Board of Directors.

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: October 19, 2012
TO: Board of Directors
FROM: Assistant to GM, Rebekah Vieira
RE: Personnel Committee meeting on October 8, 2012

RECOMMENDATION:

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

MEETING:

1. **Roll Call.** Directors Bergen and Kaiser
General Manager Steve Wickstrum
Staff – Rebekah Vieira, Mark Passamani, Todd Evans, Suzi Taylor,
John Parlee
SEIU – Danny Carrillo
2. **Public Comments.** None.
3. **Board/Manager Comments.** None
4. **Summary of CMWD Safety Program.**
Safety Officer Mark Passamani provided his summary of the safety program and explained that there is now more participation in the safety programs. The district has been using an online safety training program combined with tailgate sessions and training that is pertinent to a particular area of the organization. There is still room for improvement. Staff has been working with contractors ensuring they are following their safety guidelines. Safety policies are being reviewed and there is good management and supervisor support for safety.
5. **Special Liability Insurance Program Invoice.**
The Assistant to the General Manager reported that the liability insurance policy renewal invoice is \$56,167.31 and while it increased slightly from last year it is still less than the cost in 2007. This item is moved to the Board for approval.
6. **Summary of Pension Reform Provisions.**
The Assistant to the General Manager provided information regarding Pension Reform. Effective January 1, 2013 new members to PERS will be required to pay at least a 50% share of normal costs. The state has set a standard of 50% cost sharing for all current members but this does not take effect immediately

and is subject to collective bargaining. Compensation that counts towards pension benefits will be capped at \$132,120 for new members. After January 1, 2013 the ability to purchase additional years of service, also known as airtime has been eliminated. There are new limits on post-retirement public employment including a 180 day sit-out period before a retiree could return to work for a maximum of 120 days.

7. Open Enrollment for ACWA JPIA Plans.

If employees need to make any changes to their insurance plans they may do so in open enrollment. All forms will need to be returned no later than November 30, 2012. The Anthem Blue Cross PPO plan increased by 8.45%, the Anthem CaliforniaCare HMO increased 3.7% and Kaiser increased 1.2%. The Delta Dental plan experienced a 2.01% increase. Vision and EAP did not have any increases.

There are some changes that were implemented including coverage for women's preventative services which are covered at 100% as a result of the Affordable Care Act. Vasectomy services will also be covered at 100%. Autism/PPD Coverage has been expanded and the Pre-Existing condition exclusion for adults was eliminated which will be mandated in 2014 by the ACA.

Information on Open Enrollment will be e-mailed to employees.

8. AFLAC's change to Wage Works for section 125 plan.

The Assistant to the General Manager explained that AFLAC has purchased a company called Wage Works who will be handling the Section 125 plans in the future. These plans include reimbursement for dependent day care and reimbursement for unreimbursed medical expenses.

CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: NEIL COLE, CIVIL ENGINEER
SUBJECT: APPROVE CHANGE ORDER NO.3 FOR THE SDWR GRANT IMPROVEMENT PROJECT-PIPE BRIDGE & INSTRUMENTATION, SPECIFICATION 11-344 IN THE AMOUNT OF \$41,891.
DATE: OCTOBER 10, 2012

RECOMMENDATION:

It is recommended that the Board of Directors approve Change Order No. 3 for the SDWR Grant Improvement Project-Pipe Bridge & Instrumentation, Specification 11-344 in the amount of \$41,891.00.

BACKGROUND AND DISCUSSION:

In 2007, Casitas and Senior Canyon Mutual Water Company entered into an agreement to pursue a grant through the Watersheds Coalition of Ventura County for Proposition 50 grant funds to replace an aging pipe bridge and improve Senior Canyon Mutual Water Company's instrumentation.

The Board awarded a contract to Toro Enterprises in the amount of \$515,200 to construct the pipe bridge portion of the project at the February 22, 2012 meeting. The contractor has experienced some unforeseen conditions during construction. This has resulted in two previously approved change orders to construct a temporary pipeline and a retaining structure.

The contractor has encountered additional unforeseen conditions. These include additional excavation, rebar and concrete for two of the concrete bridge anchors and delays caused by issues beyond the contractor's scope of work. This includes having to demobilize to allow the homeowner to pave the road, nesting birds and delays in submittal review.

Construction management and inspection for this project are provided under separate contract by Water Resources Engineering Associates (WREA). WREA has reviewed the requests for change orders with Casitas staff and both believe the change orders are justified. The change order breakdown is

Change Order No.	Change Order Amount	Change Order Description
1	\$9037.00	Construct temporary highline pipe
2	\$6790.00	Construct earth retaining structure
3	\$41,891.00	Additional excavation, rebar and concrete due to differing site conditions and delays not caused by the contractor
Total	\$57,718.00	

If Change Order No. 3 is approved, the total contract amount will be \$572,918. There is sufficient grant funding to pay for the change orders. However, this will reduce the available funds to complete much needed instrumentation improvements to Senior Canyon Mutual Water Company's system.

CASITAS MUNICIPAL WATER DISTRICT
CHANGE ORDER NO. 3

DATE: October 17, 2012

PROJECT: SDWR Grant Improvements-Pipe Bridge	Specification No. 11-344
CONTRACTOR: Toro Enterprises	
ADDRESS: P.O. Box 6285, Oxnard, CA 93031	

ITEM	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	Extra work, labor, materials and miscellaneous items required to complete two bridge anchors because of differing site conditions.	LS	\$37,500.00
2	Extra work, labor, materials and miscellaneous items related to delays and re-mobilization for conditions not caused by the contractor.	LS	\$ 4391.00
Total			\$41,891.00

TOTAL AMOUNT OF CHANGE ORDER NO. 3 \$41,891.00

ORIGINAL CONTRACT AMOUNTS \$515,200.00

PREVIOUS APPROVED CHANGE ORDERS AMOUNT \$15,827.00

NEW CONTRACT AMOUNT \$ 572,918.00

EXTENSION OF CONTRACT TIME -0- DAYS

CASITAS MUNICIPAL WATER DISTRICT

APPROVED: _____
Russ Baggerly
President of the Board

ACCEPTED: TORO ENTERPRISES

By: _____ DATE: _____

Name Printed _____

**CASITAS MUNICIPAL WATER DISTRICT
Interdepartmental Memorandum**

Date: October 11, 2012
To: Steve Wickstrum, General Manager
From: Kevin Nguyen, Information System/Network Administrator
Subject: **Incode / File Servers Replacement**

Recommendations: I recommend that the Board of Directors approve the purchase order to Dell Computers in the amount of \$30,345.41.

Background: Casitas' current servers are running Accounting software and network file sharing. These servers are five years old while the industry standard is to replace them every three years. The current servers are no longer compatible with the new version of Tyler Technology (Accounting software vendor) system. In order to upgrade to the newer version of accounting software, current servers and software need to be replaced. I have budgeted \$30,000.00 to purchase four new servers for this project.

We currently have four servers that I recommend to replace as follows:

1. Incode server runs Accounting software and online bill payments per Tyler Technology requirements.
2. File sharing server runs Windows 2008 server software, network file sharing throughout District, and daily backup of Casitas' important documents.
3. Terminal server runs new remote connection software that allows remote locations (Recreation, Treatment Plant, etc...) to connect to the new Accounting software.
4. Domain controller server runs Windows 2008 server software.

	Incode	File Share	Terminal	Domain	Total
Dell	\$10,176.39	\$10,176.39	\$4,598.41	\$4,868.65	\$30,345.41
CompuWave	\$10,698.19	\$10,698.19	\$4,584.94	\$4,584.94	\$30,566.25
Oasis	\$13,202.90	\$13,202.90	\$8,707.33	\$9,367.71	\$44,480.85

- Included taxes and shipping as applicable.



VENTURA LOCAL AGENCY FORMATION COMMISSION

COUNTY GOVERNMENT CENTER • HALL OF ADMINISTRATION

800 S. VICTORIA AVENUE • VENTURA, CA 93009-1850

TEL (805) 654-2576 • FAX (805) 477-7101

HTTP://WWW.VENTURA.LAFCO.CA.GOV

RUNOFF ELECTION SPECIAL DISTRICT ALTERNATE MEMBER

October 1, 2012

Chair of the Board
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022

**RE: RUNOFF ELECTION – Ventura LAFCo Independent Special District
Alternate Member**

Dear Chair of the Board:

As you may recall, the ballots to select a new LAFCo alternate special district member were due on September 28, 2012. A total of 19 ballots were received and, based on the votes cast among the five candidates, no candidate received a majority of the votes of the quorum. Pursuant to the Rules and Regulations of the Ventura County Independent Special District Selection Committee (ISDSC), "A candidate shall be deemed elected upon receiving a majority of the votes of a quorum of the ISDSC. Should no candidate receive a majority vote, the two candidates receiving the highest number of votes shall than be voted upon." In this case, the two candidates who received the highest number of votes are Elaine Freeman and Mary Anne Rooney.

Similar to the previous election process, the runoff election will be conducted by mail in accordance with Government Code §56332 and the Ventura County ISDSC Rules and Regulations. Enclosed please find an Official Runoff Ballot and a copy of each candidate's statement. All ballots must be received in the LAFCo office by 5:00 P.M., Friday, November 30, 2012.

In the event that your governing board meeting schedule may not allow for completion of your district's ballot by the November 30 deadline for whatever reason, please note that LAFCo special district members are to be selected by the *Independent Special District Selection Committee*, which is defined by state law as the "presiding officer of the legislative body of each independent special district" (Government Code §56325 and §56332). Neither LAFCo law nor the Brown Act requires that the presiding officer of the legislative body of a special district make his or her selection under Government Code section 56332 at a public meeting or obtain the approval of the legislative body before making the selection. Therefore, unless your district's enabling statutes or other laws or local rules and policies require it, you as the presiding officer may be able to cast your vote

Chair of the Board, Casitas Municipal Water Dist.
RUNOFF ELECTION –Ventura LAFCo Special District Alternate Member
October 1, 2012
Page 2

in the runoff election without first holding a public meeting. Thus, if you determine that this option is available to you, it would allow for a more expeditious way to cast your ballot.

There are 29 independent special districts eligible to vote in this election and at least 15 districts must return completed Ballots to achieve a quorum. In the event of a tie, the ISDSC Rules and Regulations provide that a random drawing shall be conducted by the LAFCo Executive Officer and the Secretary/Recording Officer of the ISDSC or his/her designee to select the winning candidate.

Please keep the following points in mind as you cast your vote and return the ballot to LAFCo:

- **Please vote for only one candidate.**
- **The ballot must be signed by the district president/ chair or presiding officer.**
- **To ensure proof of delivery, we strongly recommend that you return your ballot via CERTIFIED MAIL to the Ventura LAFCo at the address listed above.**
- **BALLOTS MUST BE RECEIVED BY 5 P.M. FRIDAY, NOVEMBER 30, 2012**
- **Ballots received after Friday, November 30, 2012 at 5:00 p.m. will not be counted.**

Please contact me if you have any questions.

Sincerely,



Kim Uhlich
Executive Officer

Enclosures

c: General Manager

OFFICIAL RUNOFF BALLOT
INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE
Alternate Member to the Ventura LAFCO

Casitas Municipal Water District

This is the official ballot for the runoff election to select **one** Special District Alternate Member to the Ventura LAFCo for a four-year term starting January 1, 2013 and ending January 1, 2015. The election consists of the two candidates listed below (in alphabetical order).

VOTE FOR ONLY ONE CANDIDATE

A minimum of 15 qualified votes must be returned by the deadline to establish a quorum. In the event of a tie, the Rules and Regulations of the Ventura County Independent Special District Selection Committee (ISDSC) provide that a random drawing shall be conducted by the LAFCo Executive Officer and the Secretary/Recording Officer of the ISDSC or his/her designee to select the winning candidate.

PLEASE RETURN THIS SIGNED BALLOT, VIA CERTIFIED MAIL to the Ventura LAFCo, 800 S. Victoria Avenue, Ventura, CA 93009-1850. All Ballots MUST be signed by the Presiding Officer and received by 5 P.M. Friday, November 30, 2012 to be considered.

As the President, Chair, or Presiding Officer, I duly certify that the Casitas Municipal Water District does hereby cast its ballot as follows:

*(Please mark the box next to the name of **one** candidate to cast the District's vote)*

- | | |
|---|--|
| <input type="checkbox"/> Elaine Freeman | Rancho Simi Recreation and Park District |
| <input type="checkbox"/> Mary Anne Rooney | Oxnard Harbor District |

Board President/Chair (Print Name)

Board President/Chair (Signature)

Date



Dear Special District Members:

The Ventura County LAFCO plays a very important role in our communities, and it has been my privilege to serve as a LAFCO Commissioner. I was elected to serve the remaining term of a previous commissioner. My term in this position concludes at the end of this year. I would love to continue my involvement with LAFCO as the next alternate independent special district representative. In addition to my now acquired experience serving as a LAFCO Commissioner, my qualifications include both public and private experience including serving as a Board member on the Rancho Simi Recreation Park District since 2003.

I also currently serve as Vice President of the Ventura County Special District's Association ("VCSDA"), as a member of the California Special District's ("CSDA") Legislative Committee, and as a member of the Santa Monica Mountains Conservancy Advisory Committee. I am also owner of Urban Strategies, a land use and government policy consulting firm, which was recognized as business of the year by the Simi Valley Chamber of Commerce in 2004. I am very proud to have been selected as the 38th Assembly District Woman of the Year for 2002 by State Assemblyman Keith Richman, M.D. and was awarded the Strathearn Lifetime Achievement Award by the Simi Valley Chamber of Commerce. I would very much appreciate the opportunity to continue my service to special districts as the next alternate independent special district representative, and respectfully ask for your vote.

Elaine Freeman
Board Member, Rancho Simi Recreation and Park District

MARY ANNE ROONEY

Mediator, Businesswoman, Public Servant
Mary Anne Rooney would bring broad
talent and experience to LAFCo



MARY ANNE ROONEY

*AN ACCOMPLISHED PUBLIC SERVANT
AND EFFECTIVE COLLABORATOR
WHO TRULY UNDERSTANDS LAFCo*

The Port of Hueneme, governed by the Oxnard Harbor District, holds a unique role in the jurisdiction of Ventura LAFCo. The LAFCo boundaries of the Port include the spheres of influence for the cities of Port Hueneme and Oxnard while the economic benefits of the Port reach across the County and beyond. The Port generates more than 1,500 jobs and creates a \$200 million local impact. It trades \$7 billion in commodities globally. Serving on the Commission, District Commissioner Mary Anne Rooney will bring this critical perspective to the table. She is a respected leader, an accomplished business person and is well regarded for her strong ability to collaborate with those she serves both in her public and professional roles.

EDUCATION & EXPERIENCE

EDUCATION

Bachelor's Degree, UCSB
Master's Degree, Azusa Pacific University
Certificate in Mediation
and Dispute Resolution, UCSB
California Special District
Leadership Academy
Certified Small Business Development
Center Export Consultant

ELECTED OFFICE

TRUSTEE, Ventura County
Community College District
COMMISSIONER, Oxnard Harbor
District, Port of Hueneme

SERVICE

Association of Pacific Ports
American Association of Port
Authorities Economic
Development Committee
Oxnard Sister City Committee
World Affairs Council

AWARDS

Top 50 Women in Business
2010-2011-2012
(Pacific Coast Business Times)

Commissioner Rooney's driving focus remains business and opportunity development and encouragement for entrepreneurs. Having more than 20 years business experience in public, private and non-profit industries she brings a unique background and expertise in strategic planning, project development and marketing, utilizing her skills as a Certified Mediator. In 2011, through the counseling, training, and mentoring provided by Mary Anne, two of her clients were recipients of an SBA Spirit of Small Business Award, and four clients had a published Success Story through the SBDC network.

ENDORSEMENTS

"Mary Anne Rooney would be a terrific LAFCo alternate commissioner. She has a broad view of the County through the eyes of someone who has worked in the private sector, the education sector and the government sector. No one else has such a varied and extensive background."

Judy Cofer, Former President, Ventura County Special Districts Association



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