



LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 Las Virgenes Road, Calabasas, CA 91302

AGENDA
REGULAR MEETING

Members of the public wishing to address the Board of Directors are advised that a statement of Public Comment Protocols is available from the Clerk of the Board. Prior to speaking, each speaker is asked to review these protocols and MUST complete a speakers' card and hand it to the Clerk of the Board. Speakers will be recognized in the order cards are received.

The Public Comments agenda item is presented to allow the public to address the Board on matters not on the agenda. The public may present comments on any agenda item at the time the item is called upon for discussion.

Materials prepared by the District in connection with subject matter on the agenda are available for public inspection at 4232 Las Virgenes Road, Calabasas, CA 91302. Materials prepared by the District and distributed to the Board during this meeting are available for public inspection at the meeting or as soon thereafter as possible. Materials presented to the Board by the public will be maintained as part of the records of these proceedings and are available upon written request to the Clerk of the Board.

5:00 PM

October 9, 2012

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER AND ROLL CALL

A The meeting was called to order at _____ p.m. by _____ in the District offices, and the Secretary called the roll.

<u>Board of Directors</u>	<u>Present</u>	<u>Left</u>	<u>Absent</u>
Lee Renger, President	_____	_____	_____
Joseph Bowman, Vice President	_____	_____	_____
Charles Caspary, Secretary	_____	_____	_____
Barry Steinhardt, Treasurer	_____	_____	_____
Glen Peterson, MWD Rep.	_____	_____	_____

2. APPROVAL OF AGENDA

A Moved by Director_____, seconded by Director_____, and_____, that the agenda for the Regular Meeting of October 9, 2012, be approved as presented/amended.

3. PUBLIC COMMENTS

Members of the public may now address the Board of Directors **ON MATTERS NOT APPEARING ON THE AGENDA**, but within the jurisdiction of the Board. No action shall be taken on any matter not appearing on the agenda unless authorized by Subdivision (b) of Government Code Section 54954.2

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

5. CONSENT CALENDAR

A Minutes: Regular Meeting of September 11, 2012. Approve

B List of Demands: October 9, 2012. Approve

C Directors' Per Diem: September 2012. Ratify

6. TREASURER

7. FACILITIES AND OPERATIONS

A Purchase of Spare 4,160 Volt Breaker for Tapia

Authorize the General Manger to issue a purchase order in the total amount of \$33,299.00 to California Electrical Supply.

B Radio System Upgrade

Approve an additional appropriation of \$22,139.79 for fiscal year 2012-2013 under Job No. 10490 and authorize the General Manager to enter into agreement with Destin Thomas Communications for the purchase of radio system equipment for a total expenditure of \$118,139.79.

C Saddle Creek Arena Recycled Water Extension Technical Memorandum, Report #2501.00

Receive and file the Saddle Creek Arena Recycled Water Extension Technical Memorandum, LVMWD #2501.00; and provide staff with direction on whether or not to pursue the project.

8. FINANCE AND ADMINISTRATION

A Datastream Business Solutions, Inc. - Letter Agreement

Approve the Letter Agreement for Professional Services with Datastream Business Solutions, Inc. (DBSI) for assistance with the Standby Charge Program, at an amount not to exceed \$22,500 per year (excluding postage) for a three year period.

B Uniform Services - Award of Bid

The Board of Directors authorize the General Manager to issue a three year contract, with two additional renewal options to Unifirst Corporation to provide uniform service at \$ 1,737 per month.

9. NON-ACTION ITEMS

A Organization Reports

- (1) MWD
 - a. Representative Report/Agenda(s)
- (2) Other

B Director's Reports on Outside Meetings

C General Manager Reports

D Director's Comments

10. FUTURE AGENDA ITEMS

11. CLOSED SESSION

A Conference with District Counsel - Property Acquisition and Disposition (Government Code Section 54956.8):

- 1. Building # 1 Lease

B Conference with District Counsel - Potential Litigation (Government Code Section 54956.9): One Case

- 1. In the opinion of District Counsel, disclosure of the identity of the litigant would be prejudicial to the district.

12. OPEN SESSION AND ADJOURNMENT

A Adjourn the Regular Board Meeting of October 9, 2012, in memory of Steve Robbins, General Manager - Chief Engineer of Coachella Valley Water District.



LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 Las Virgenes Road, Calabasas, CA 91302

MINUTES
REGULAR MEETING

5:00 PM

September 11, 2012

PLEDGE OF ALLEGIANCE

At the request of President Renger, the Pledge of Allegiance to the Flag was led by Director Caspary.

1. CALL TO ORDER AND ROLL CALL

A Call to order and roll call

The meeting was called to order at 5:04 p.m. by President Renger in the District offices. Assistant Deputy Secretary Conklin called the roll. Those answering present were Directors Bowman, Caspary, Peterson, Renger and Steinhardt.

2. APPROVAL OF AGENDA

A Approval of agenda

On a motion by Director Joseph Bowman, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the agenda for the Regular Board Meeting of September 11, 2012, as presented.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

3. PUBLIC COMMENTS

No speaker cards were received from the public.

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

General Manager Mundy stated there was no update, but plans to discuss pension reform on September 25th.

ITEM 5A

5. **CONSENT CALENDAR**

On a motion by Director Charles Caspary, seconded by Director Glen Peterson, the Board of Directors voted 5-0 to Approve Consent Calendar 5A-5C as presented in the recommendations.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

A Minutes: Regular Meeting of August 14, 2012. **Approve**

B List of Demands: September 11, 2012. **Approve**

C Directors' Per Diem: August 2012. **Ratify**

6. **TREASURER**

Treasurer Steinhardt stated the accounts payable checks were in order.

7. **FACILITIES AND OPERATIONS**

A Acceptance of Tract 54063

Accept the potable water and recycled water systems for Tract 54063 for operation and maintenance; execute the Acceptance of Dedication for the potable water and recycled water systems by the President of the Board and have the same recorded conditional upon clear title of recordation. Approve \$27,951.00 (50% of water conservation fee paid by the applicant) of reimbursement for the construction of recycled water distribution pipeline in accordance with LVMWD Administrative Code Section 3-2.208 (d).

General Manager Mundy stated the tract acceptance included pipes, recycled water and meters, and would serve eleven properties.

On a motion by Director Charles Caspary, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the recommendations as presented.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

B Award of Bid for Polymer

Authorize the General Manager to issue a one year contract with two one-year renewal options to Polydyne Incorporated for the purchase and delivery of polymer.

Water Reclamation Manager Dingman stated he personally contacted five vendors and only one showed up for the jar test (not a bidding requirement); only one vendor provided an actual bid, which is the current supplier; the polymer performed well and will result in a cost savings of approximately \$15,000 to \$20,000 per year.

On a motion by Director Joseph Bowman, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the recommendation as presented.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

8. **FINANCE AND ADMINISTRATION**

A GIS Contract for Small Utility Enterprise License Agreement

Authorize the General Manager to execute the Small Utility Enterprise License agreement for a period of three years at \$25,000.00 (plus tax) annually.

General Manager Mundy discussed the license fees and services provided by the contract and the layers of geographical information our system can provide to customers and staff.

On a motion by Director Charles Caspary, seconded by Director Barry Steinhardt, the Board of Directors voted 5-0 to Approve the recommendation as presented.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

9. INFORMATION ITEMS

A Call for Bids - Uniform Contract

10. NON-ACTION ITEMS

A Organization Reports (1) MWD a. Representative Report/Agenda(s); (2) Other

(1) MWD Representative Peterson reported on general business of the Metropolitan Water District including new board member, Thomas Babcock from City of Fullerton; MWD board member Sylvia Ballin celebrated five years of service; rehabilitation project for pipe expansion joints; amendments to the MWD Administrative Code; ethics officer hired, but not yet confirmed; and Colorado River meeting discussing Mexico Water Treaty.

Director Bowman stated the 218 Notice referenced Metropolitan's aging infrastructure and inquired as to its age (MWD Representative Peterson stated approximately 55-60 years old, a lot of the system has been upgraded and MWD budgets \$175 million per year for replacement and renovation projects).

(2) None.

B Director's Reports on Outside Meetings

Directors Steinhardt, Caspary, Renger and Bowman reported on their attendance at the ACWA Region 8 meeting, discussions and presentations included Mike Solomon, General Manager of United Water Conservation District (scientists and other interested parties cannot agree on the Endangered Species Act compliance); 218 Notice process; Prop 26 (new taxes and fees); City of Ventura lawsuit regarding rates; recharge of aquifers; National Marine Fisheries Service (gravel processes for fish); feeder line dewatering; and Jeff Reinhardt, Las Virgenes Public Affairs and Communications Manager (outreach needs to be performed by board members to "sell the agency").

Director Bowman reported that attorneys at the ACWA Region 8 meeting confirmed the District must have a cost of service study for each enterprise or the 218 process could be invalidated.

C General Manager Reports

General Manager Mundy provided an update on general business of the District including upcoming calendar events, Open House on Saturday, September 15th, which is the first outreach event for rate increases (no more than two board members in each area at the same time as the event is not Brown Act noticed); potential lack of quorum for December JPA board meeting due to the ACWA conference; future community rate outreach events; 9/11 flag remembrance at Pepperdine University; the District hosted Senator Fran Pavley's September 10th meeting during which she discussed pension reform; correspondence from ACWA/JPIA regarding liability insurance is included in board folders with the item being discussed at the next board meeting; out of office vacation notification; and requested an additional adjournment in memory of John Low, Past President of Las Virgenes Homeowners Federation and spouse of District employee Deborah Low.

D Director's Comments

Director Bowman reported out of office dates. Director Caspary thanked staff for the details of the agenda. **ITEM 5A**

information provided on the 218 Notice. Director Peterson stated he still interested in discussing water use related to vineyard grapes with Mr. Jansen.

Director Steinhardt exited the District's board meeting at 5:50 p.m. in order to attend the Las Virgenes Unified School District board meeting.

Director Caspary inquired as to what the presentation at the school district was for. General Manager Mundy stated the school district had placed on their agenda a non-negotiable, ceremonial check presentation related to the 4/5 Science Team funding provided by the District (the actual check from Las Virgenes MWD to Las Virgenes USD took place at the water district board meeting of August 28, 2012).

Director Caspary requested that in the future Board protocol be followed in that the Board President, Board Vice President or a staff person designated by the Board (typically someone from Resource Conservation and Public Outreach) attend these events.

11. FUTURE AGENDA ITEMS

Director Caspary requested extension of the recycled water main in Hidden Hills be discussed at a future board meeting.

The board meeting adjourned to break at 6:00 p.m. for notarization of legal documents.

12. CLOSED SESSION

The meeting convened into Closed Session at 6:05 p.m.

- A** Conference with District Counsel - Property Acquisition and Disposition (Government Code Section 54956.8):Building # 1 Lease
- B** Labor Negotiations (Government Code Section 54957.6):Employee Compensation and Benefits

13. OPEN SESSION AND ADJOURNMENT

- A** Adjourn the Regular Board Meeting of September 11, 2012, in memory of those who lost their lives on September 11, 2001 and to honor all of the men and women in the military who have lost their lives protecting us.

The meeting reconvened into Open Session at 6:29 p.m. No reportable actions were taken during Closed Session.

The Chair declared the meeting adjourned at 6:30 p.m. in memory of those affected by 9/11 and also in memory of John Low.

LEE RENGER, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:

CHARLES CASPARY, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: BARRY S. STEINHARDT, TREASURER

Payments for Board Meeting of : October 9, 2012

Upon certification by the Treasurer the checks and wire transfers were correct and supporting documents available, it is recommended the following demands on the various funds be approved and payments authorized.

Wells Fargo Bank A/C No. 4806-9944448

Checks Nos. 60644 through 60761 were issued in the total amount of \$ 303,083.03

Payments through wire transfers as follows:

9/28/2012 Metropolitan Water Dist. Payment for water deliveries in the month of July 2012 1,803,446.20

Total payments \$ 2,106,529.23

(Reference is hereby made to these demands on file in the District's Check Register and by this reference the same is incorporated herein and made a part hereof.)

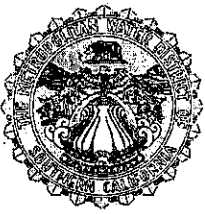
**CHECK LISTING FOR BOARD MEETING
10/09/12**

Company Name	Company No.	Check No. 60644 thru 60685 09/25/12	Check No. 60686 Thru 60726 10/02/12	Check No. 60727 thru 60761 10/09/12	Total
		Amount	Amount	Amount	
Potable Water Operations	101	27,220.39	15,753.18	15,814.55	58,788.12
Recycled Water Operations	102				0.00
Sanitation Operations	130	3,317.20	673.14	673.14	4,663.48
Potable Water Replacement	301	3,651.00	11,046.48	12,365.44	27,062.92
Internal Service	701	32,471.87	28,234.37	19,844.49	80,550.73
Joint Venture Operations	751	73,301.23	24,935.28	36,342.11	134,578.62
Joint Venture Replacement	754				0.00
Total Printed		139,961.69	80,642.45	85,039.73	305,643.87

Voided Checks/Payment Stopped:

Ck#60562, CK#60637

General Fund	701	(2,560.84)		(2,560.84)
Total Voids		(2,560.84)	0.00	(2,560.84)
Net Total		137,400.85	80,642.45	303,083.03



MWD
METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA
 700 North Alameda Street
 Los Angeles, CA, 90012-2944

INVOICE

Billed To:
 Las Virgenes Municipal Water District



Service Address
 4232 Las Virgenes Road
 Calabasas, CA 91302

July 2012	Page No. 1 of 1
Mailed: 08/10/2012	Due Date: 09/28/2012
Invoice Number: 7419	Revision: 0

NOTICE
 The MWD Administrative Code Section 4507 and 4508 require that payment must be made in "Good Funds" by the due date or the payment will be considered delinquent and an additional charge shall be assessed.

DELIVERIES	Volume (AF)
Total Water Treated Delivered	2,094.8

SALES	Type	Volume (AF)	Rate (\$ /AF)	Total (\$)
Full Service	Tier 1 Supply Rate	2,094.8	\$106.00	\$222,048.80
	System Access Rate	2,094.8	\$217.00	\$454,571.60
	Water Stewardship Rate	2,094.8	\$43.00	\$90,076.40
	System Power Rate	2,094.8	\$136.00	\$284,892.80
	Delta Supply Surcharge	2,094.8	\$58.00	\$121,498.40
	Treatment Surcharge	2,094.8	\$234.00	\$490,183.20
SUBTOTAL				\$1,663,271.20

OTHER CHARGES AND CREDITS	Rate (\$ /AF)
Readiness To Serve Charge(Payment Schedule: M)	\$112,240.00
Capacity Charge(Payment Schedule: M)	\$27,935.00
SUBTOTAL	\$140,175.00

ADDITIONAL INFORMATION	Volume (AF)	Tier1 %	Peak Day	Flow (CFS)
Purchase Order Commitment (Jan 2003 to Dec 2012)	137,103.0			
Purchase Order Firm Delivery To Date (Jan 2003 to Dec 2012)	216,981.2			
Tier 1 Annual Limit (For Current Calendar Year)	20,850.0			
Tier 1 YTD Deliveries (For Current Calendar Year)	11,687.8	56.1		
Tier 1 Current Month Deliveries	2,094.8			
Capacity Charge			8/15/2008	45.3

INVOICE TOTAL

Volume AF
2,094.8

Amount Now Due
\$1,803,446.20

Note: Amount Due is based on highlighted fields

Approved for Payment
Gen Mba
8/22/12

Approved for Payment
8/10/12
David R. Lippman

PALD
wired on 9/28/12
SC

Batch Number - 218834

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Number	Lim	Co	Key	Amount	Invoice Number
60644	09/25/12	17361	ACCURATE FIRST AID SERVICES	1ST AID CABINET REPLENISH@RLV Payment Amount	PV	121471	001	00701		424.70	4209
										424.70	
60645	09/25/12	2869	AT&T	SRV 09/05--10/04/1	PV	121439	001	00101		43.85	9054/090512
				2							
				SRV 09/05--10/04/1	PV	121440	001	00701		688.20	1657/090512
				2							
				SRV 09/05--10/04/1	PV	121441	001	00701		219.17	9065/090512
				2							
				SRV 09/05--10/04/1	PV	121442	001	00701		213.78	9268/090512
				2							
				SRV 08/06--09/05/1	PV	121453	001	00101		753.25	0051/090512
				2							
				SRV 08/06--09/05/1	PV	121453	002	00101		94.87	0051/090512
				2							
				SRV 08/06--09/05/1	PV	121453	003	00101		419.39	0051/090512
				2							
				SRV 08/06--09/05/1	PV	121453	004	00101		3,505.51	0051/090512
				2							
				SRV 08/06--09/05/1	PV	121453	005	00101		40.46	0051/090512
				2							
				SRV 08/06--09/05/1	PV	121453	006	00101		1,059.76	0051/090512
				2							
				SRV 08/06--09/05/1	PV	121453	007	00101		465.24	0051/090512
				2							
				SRV 08/06--09/05/1	PV	121453	008	00101		1,268.08	0051/090512
				2							
				SRV 08/06--09/05/1	PV	121453	009	00101		62.62	0051/090512
				2							

Batch Number - 218834
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm Co	Amount	Invoice Number
				08/06-09/05/1					
2									
SRV				PV	121453	010 00101	40.46	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	011 00101	40.46	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	012 00101	40.46	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	013 00101	41.62	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	014 00101	40.46	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	015 00101	80.92	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	016 00101	40.46	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	017 00101	41.27	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	018 00101	40.46	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	019 00101	40.46	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	020 00101	40.46	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	021 00101	40.52	0051/090512	
				08/06-09/05/1					
2									
SRV				PV	121453	022 00101	40.58	0051/090512	
				08/06-09/05/1					
2									

Batch Number - 218834
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Key Co	Amount	Invoice Number
SRV	08/06-09/05/1				PV	121453	023	00101	40.52	0051/090512
2										
SRV	08/06-09/05/1				PV	121453	024	00101	40.46	0051/090512
2										
SRV	08/06-09/05/1				PV	121453	025	00101	40.46	0051/090512
2										
SRV	08/06-09/05/1				PV	121453	026	00101	20.23	0051/090512
2										
SRV	08/06-09/05/1				PV	121453	027	00101	20.23	0051/090512
2										
SRV	09/07-10/06/1				PV	121454	001	00101	387.40	2043/090712
2										
SRV	09/07-10/06/1				PV	121455	001	00101	191.76	2045/090712
2										
SRV	09/07-10/06/1				PV	121456	001	00101	64.06	0123/090712
2										
SRV	09/07-10/06/1				PV	121457	001	00101	31.55	0124/090712
2										
SRV	09/07-10/06/1				PV	121458	001	00130	194.25	2220/090712
2										
SRV	09/07-10/06/1				PV	121459	001	00701	111.54	7719/090712
2										
SRV	09/07-10/06/1				PV	121460	001	00701	111.54	7720/090712
2										
SRV	09/07-10/06/1				PV	121461	001	00701	81.30	7721/090712
2										
SRV	09/07-10/06/1				PV	121452	001	00701	16.40	992789332X091
2										
Payment Amount									10,738.07	
SRV										

ITEM 5B

Batch Number - 218834
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	lim	Co	Amount	Invoice Number
				08/04-09/03/1							12012
2											
SRV					PV	121452	002	00701		16.40	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	003	00701		1,136.13	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	004	00701		164.04	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	005	00701		44.75	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	006	00701		70.15	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	007	00701		16.40	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	008	00701		11.48	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	009	00701		4.92	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	010	00701		179.00	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	011	00701		129.80	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	012	00701		28.35	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	013	00701		164.60	992789332X091
				08/04-09/03/1							12012
2											
SRV					PV	121452	014	00701		16.40	992789332X091
				08/04-09/03/1							12012
2											

Batch Number - 218834
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
Number	Date	Number				Number	itm Co		Number
SRV	08/04-09/03/1				PV	121452	015 00701	16.40	9927893332X091
2									12012
SRV	08/04-09/03/1				PV	121452	016 00701	16.40	9927893332X091
2									12012
SRV	08/04-09/03/1				PV	121452	017 00701	44.75	9927893332X091
2									12012
SRV	08/04-09/03/1				PV	121452	018 00701	56.70	9927893332X091
2									12012
SRV	08/04-09/03/1				PV	121452	019 00701	65.84	9927893332X091
2									12012
SRV	08/04-09/03/1				PV	121452	020 00701	16.40	9927893332X091
2									12012
SRV	08/04-09/03/1				PV	121452	021 00701	28.35	9927893332X091
2									12012
SRV	08/04-09/03/1				PV	121452	022 00701	16.40	9927893332X091
2									12012
SRV	08/04-09/03/1				PV	121452	023 00701	158.15	9927893332X091
2									12012
Payment Amount								2,418.21	
IRWMP CNF					PV	121443	001 00101	26.04	49329297/0821
CALL 8/21/12									12
Payment Amount								26.04	
130YD WOOD					PV	121465	001 00701	1,422.20	108950
CHIPS 1"									
130YD WOOD					PV	121466	001 00701	1,422.20	108951
CHIPS 1"									
Payment Amount								2,844.40	
HINGED &					PV	121468	001 00701	1,535.55	29326
STNDNG SEAM									
COVERS									

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Batch Number - 218834
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key ltrm	Key Co	Amount	Invoice Number
60650	09/25/12	5298	DATA 2000	Payment Amount	PV	121469	001	00701	1,535.55	50648
				CARTRIDGE-TON ER FOR HP4015					600.30	
60651	09/25/12	17205	ELLIS PAINT COMPANY	Payment Amount	PV	121472	001	00701	600.30	962365
				PAINT, WHITE, AEROSOL					139.64	
				PAINT, URETHANE, RED/WHITE					381.44	962364
60652	09/25/12	2658	FEDERAL EXPRESS CORP	Payment Amount	PV	121475	001	00701	521.08	2-017-49803
				PACKAGE DELIVERED 9/11/12					38.47	
60653	09/25/12	6804	GENERAL PETROLEUM	Payment Amount	PV	121467	001	00701	38.47	4829285
				2 DRMS OILS FOR P/S					1,759.55	
60654	09/25/12	4525	HARRINGTON INDUSTRIAL PLASTICS INC.	Payment Amount	PV	121470	001	00701	1,759.55	00585175
				3/4 MALE BARBED MALE THREADED FREIGHT					7.01	
				HARRINGTON INDUSTRIAL PLASTICS LLC P. O. BOX 5128 14480 YORBA AVENUE					15.11	00585175
60655	09/25/12	5402	INMAGIC CANADA SOFTWARE	Payment Amount	PV	121447	001	00701	22.12	QTE0013609
				9/1/12-8/31/1 3 MAINT RENEWAL					2,500.00	
60656	09/25/12	3083	JCI JONES CHEMICALS, INC	Payment Amount	PV	121464	001	00701	2,500.00	559567
				SODIUM HYPOCHLORITE- 5028GAL					2,926.15	
				JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877						

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
60657	09/25/12	2611	LA DWP	Payment Amount TWIN LAKE P/S 8/10-9/11/12	PV	121426	001 00101	8,892.87	22390/091112
				RECTIFIER 8/10-9/11/12	PV	121427	001 00101	36.20	10298/091112
				RECTIFIER 8/13-9/12/12	PV	121462	001 00101	32.18	09501/091212
				Payment Amount HQ/BLDG#1-7/5 -9/5/12	PV	121429	001 00101	401.58	2620/090512
60658	09/25/12	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount RWPS-6/27-8/2 9/12	PV	121430	001 00701	54.61	2645/082912
				HQ/RW-6/27-8/ 29/12	PV	121431	001 00701	17.78	2646/082912
				HQ/RW-6/27-8/ 29/12	PV	121432	001 00701	189.48	2652/082912
				HQ BLDG8-7/05-9/ 05/12	PV	121433	001 00701	415.82	2647/090512
				BLDG8/FIRE PROTN	PV	121434	001 00701	15.00	2650/090512
				7/05-9/05/12	PV	121435	001 00701	15.00	2654/090512
				BLDG7/FIRE PROTN	PV	121436	001 00701	5.08	2655/082912
				6/27-8/29/12	PV	121437	001 00701	810.28	2656/090512
				BLDG#7-7/05-0 9/05/12	PV	121438	001 00701	881.98	2658/090512
				BLDG#2-7/05-9 /05/12	PV	121444	001 00751	609.45	1760/090512
				TAPIA PLNT 7/05-09/05/12	PV	121445	001 00751	1,196.63	2090/090512
				RLV PLNT 7/05-09/05/12	PV	121446	001 00751	112.00	2080/090512
				RLV FARM 7/05-09/05/12	PV	121504	001 00301	32.00	4453-019-017;
60659	09/25/12	3514	LOS ANGELES	Payment Amount STANDBY	PV	121504	001 00301	4,724.69	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key	lim	Co	Amount	Invoice Number
COUNTY, DEFERRALS (2)											
REGISTRAR-REC RCDS											
ORDER											
60660	09/25/12	17777	LISA MASON	Payment Amount	PV	121505	001	00301		208.00	4455-039-003
STANDBY (13) RCDS											
DEFERRALS (6)											
RCDS											
Payment Amount											
				RFND	PV	107157	001	00101		4.50	1100280-61429
SURCHARGE											
CREDIT											
Payment Amount											
60661	09/25/12	2814	MCMMASTER-CARR	MINERAL OIL,	PV	121500	001	00701		171.09	35984148
SUPPLY CO LIGHT											
VISCOSITY											
FREIGHT											
MISC WLK											
MAINT SUPPL											
FREIGHT											
Alt Payee 3197 MC MASTER-CARR											
P. O. BOX 7690											
CHICAGO IL 60680-7690											
Payment Amount											
60662	09/25/12	2839	MOTION INDUSTRIES, INC.	FITTING(30)	PV	121493	001	00701		76.70	CA22-555496
FOR P/S											
Payment Amount											
Alt Payee 10317 MOTION INDUSTRIES INC.											
FILE 749376											
LOS ANGELES CA 90074											
Payment Amount											
60663	09/25/12	2846	NATIONAL PLANT SERVICES INC	VACUUM@SAGE	PV	121485	001	00701		1,760.00	10662
BRUSH CANTINA											
Payment Amount											
60664	09/25/12	16754	NATURAL SURROUNDINGS	9/12 INTERIOR	PV	121512	001	00701		235.00	5584
PLANT MAINT											
Payment Amount											
60665	09/25/12	17918	NEW EDGE	9/12 MPLS	PV	121449	001	00701		2,746.61	1318062509011
Payment Amount											

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Key	Amount	Invoice Number	
Number	Date	Number	Name	Message	Number	Item Co	Amount	Number	
NETWORKS-EART				LINES & DATA					20
HLINK									
BUSINESS CO.									
60666	09/25/12	12954	POLYDYNE INC.	Payment Amount 9/4/12-POLYME R-45940 LBS	PV	121486 001 00701	2,746.61 63,448.88	751584	
60667	09/25/12	2585	PURETEC	Payment Amount 9/12-8" D.I. RNTL	PV	121483 001 00701	63,448.88 22.06	1177951	
60668	09/25/12	2920	S & S PAVING	Payment Amount 9/12-14" D.I. RNTL	PV	121484 001 00701	94.30	1177798	
60669	09/25/12	10182	SHAMROCK SUPPLY CO.	Payment Amount R&R OF ASPHALT PAVING	PV	121502 001 00701	116.36 7,035.00	19657	
60670	09/25/12	18590	WILLIAM/SARI SHEPPHIRD	Payment Amount REFD. AGRMT-CLOVER TRU/MAIN EXT	PV	121492 009 00701 121476 001 00701	625.39 749.23	1686699 23639 CLVR TRL#1	
60671	09/25/12	3480	SIGN FACTORY	Payment Amount REFD AGRMT-CLOVER TRU/MAIN EXT	PV	121477 001 00701	566.89	23626 CLVR TRL#1	
60672	09/25/12	16505	SOFTWAREONE	Payment Amount REFD AGRMT-CLOVER TRU/MAIN EXT	PV	121503 001 00701	1,498.44	23650 CLVR TRL	
60673	09/25/12	18744	SOURCEONE OFFICE PRODUCTS	Payment Amount DIGITAL PRINT 300 VINYL	PV	121463 001 00701	87.95	12195	
60674	09/25/12	18744	SOURCEONE OFFICE PRODUCTS	Payment Amount VISIO PROF LICENSE/2YRS SA	PV	121488 001 00701	87.95 246.37	US-PSI-210511	
60675	09/25/12	18744	SOURCEONE OFFICE PRODUCTS	Payment Amount TONER & DRUM CATRIDGES	PV	121482 001 00701	900.45	OE-26629-1	
				Payment Amount			900.45		

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
60674	09/25/12	2958	SOUTHERN CALIFORNIA GAS CO	HQ/QPNS 8/5-9/5/12	PV	121428	001	00701	860.74	3600/090512
Payment Amount										
									860.74	
60675	09/25/12	18684	STAR BRITE BUILDING MAINTENANCE, INC	9/12 JANITORIAL SRV/VAR LOCTN	PV	121489	001	00701	3,172.75	21168
Payment Amount										
									390.25	
				9/12 JANITORIAL SRV/VAR LOCTN	PV	121489	004	00701	1,875.75	21168
Payment Amount										
									5,438.75	
60676	09/25/12	16271	USA MOBILITY WIRELESS, INC	SRV 08/11-09/10/1	PV	121478	001	00701	65.75	V0143084I
Payment Amount										
									69.75	
				SRV 08/11-09/10/1	PV	121478	002	00701	69.75	V0143084I
Payment Amount										
									40.60	
				SRV 08/11-09/10/1	PV	121478	003	00701	40.60	V0143084I
Payment Amount										
									40.60	
				SRV 08/11-09/10/1	PV	121478	004	00701	40.60	V0143084I
Payment Amount										
									216.70	
60677	09/25/12	2780	VALLEY NEWS GROUP	ADS:3 PAPERS OPEN HOUSE/RATE	PV	121474	001	00701	260.00	090612
Payment Amount										
									260.00	
60678	09/25/12	16623	VELOCITY TECHNOLOGY SOLUTIONS III, INC.	10/12 DISASTER RECOVERY	PV	121490	001	00701	3,527.00	293144
Payment Amount										
									225.00	
				ONE TIME SET-UP FEES	PV	121491	001	00701	225.00	293145
Payment Amount										
									3,752.00	
60679	09/25/12	2436	VINCE BARNES AUTOMOTIVE	VEHICLE MAINT#839	PV	121494	001	00701	1,262.02	019248
Payment Amount										

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
60660	09/25/12	3047	WESCO DISTRIBUTION, INC.	VEHICLE MAINT#808	PV	121495	001	00701	530.18	019250
				VEHICLE MAINT#804	PV	121496	001	00701	544.35	019265
				Payment Amount					2,336.55	
				MISC PARTS	PV	121451	001	00701	70.01	084785
				FOR MAINT@WLK INC.						
				Alt Payee						
				6443 WESCO DISTRIBUTION, INC						
				PO BOX 31001-0465						
				PASADENA CA 91110-0465						
				Payment Amount					70.01	
60681	09/25/12	3048	WEST COAST AIR CONDITIONING	DIGESTOR RM	PV	121497	001	00701	224.00	542416
				A/C UNIT NOT COOL	PV	121498	001	00701	395.00	542484
				8/12 PRV WTR TRMT@BLDG8;7	PV	121501	001	00701	275.00	542499
				REPR A/C@TAPIA'S OFFICE	PV	121507	001	00701	395.00	543251
				9/12 PRV WTR TRMT@BLDG8;7	PV	121508	001	00701	506.10	542455
				REPR A/C@WLK RESVOIR						
				Payment Amount					1,795.10	
60682	09/25/12	18640	WEST COAST POWER SOLUTIONS	CONTROLS UPGRADE@BLDG# 8	PV	121487	001	00701	3,315.00	52594
				Payment Amount					3,315.00	
60683	09/25/12	3049	WEST COAST WATER SERVICE, INC	9/12 WTR TRMT FOR BOILER	PV	121480	001	00701	299.00	21689
				Payment Amount					299.00	
60684	09/25/12	8510	WORK BOOT WAREHOUSE	SAFETY SHOES/ALBANEZ ANTHONY	PV	121450	001	00701	225.00	29265
				Payment Amount					225.00	
				Total Amount of Payments Written					139,833.35	
				Total Number of Payments Written					41	

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Payment . . . Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Key Co	Amount	Invoice Number
60685	09/25/12	18056	BARRY STEINHARDT	REIMB EXP RE:ACWA.MTG 9/9-9/10	PV	121523	001 .00701	128.34	09 1212

Payment Amount
128.34

Total Amount of Payments Written
128.34

Total Number of Payments Written 1

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
60686	10/02/12	16051	ACCURATE TELECOM INC.	4/19/12 SWAP 2128	PV	121517	001 00701	150.00	10303
				WZ121@HQ					
60687	10/02/12	8680	ADS, LLC	Payment Amount 8/12 ADS WSTWTR FLOW MONITORING	PV	121583	001 00701	673.14	12579.22-0812
				8/12 ADS WSTWTR FLOW MONITORING	PV	121583	002 00701	2,019.44	12579.22-0812
60688	10/02/12	18160	ARC IMAGING RESOURCES	Payment Amount HP DRY GLOSS PHOTO PLOTTER FREIGHT	PV	121545	001 00701	163.41	753910
				Payment Amount	PV	121545	002 00701	3.52	753910
60689	10/02/12	17276	ASSOCIATION OF STATE DAM SAFETY OFFICIAL	10/12-09/13 MEMSHIP-D.LIP PMAN	PV	121628	001 00701	49.00	10781/082712
				Payment Amount				49.00	
60690	10/02/12	2869	AT&T	SRV 9/14-10/13/12	PV	121558	001 00701	41.22	4639/091412
				SRV 9/14-10/13/12	PV	121559	001 00751	41.22	4860/091412
60691	10/02/12	17311	AUMA ACTUATORS, INC.	Payment Amount ACTUATOR REPAIR	PV	121514	001 00701	240.00	6217051
				Payment Amount				82.44	
60692	10/02/12	7965	B&B PALLET CO.	Payment Amount 130YD WOOD CHIPS 1"	PV	121546	001 00701	1,422.20	108952
				130YD WOOD CHIPS 1"	PV	121547	001 00701	1,422.20	108953
				130YD WOOD CHIPS 1"	PV	121548	001 00701	1,422.20	108954
60693	10/02/12	2425	BANK OF AMERICA	Payment Amount VISA CHRG-ADM& FINANCE-AUG'12	PV	121518	001 00701	549.60	2688/090712
				Payment Amount				4,266.60	
				VISA CHRG-ADM FINANCE-AUG'12	PV	121519	001 00701	42.16	2738/090712

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Payment . . . Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Key Item	Co	Amount	Invoice Number
				OPNS-AUG'12						
				VISA CHRG ADM	PV	121519	002	00701	19.97	2738/090712
				OPNS-AUG'12						
				VISA	PV	121520	001	00701	1,539.50	8185/090712
				CHRG-ADM&						
				FIN#Z-AUG'12						
				VISA	PV	121521	001	00701	827.88	7803/090712
				CHRG-J.BOWMAN						
				-AUG'12						
				VISA	PV	121522	001	00701	75.00	8392/090712
				CHRG-C.CASPAR						
				Y-AUG'12						
				VISA CHRG-RES	PV	121524	001	00701	21.00	1316/090712
				CONS-AUG'12						
				VISA CHRG-RES	PV	121525	001	00701	665.00	0073/090712
				CONS#1-AUG'12						
				VISA CHRG-	PV	121526	001	00701	14.65	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-	PV	121526	002	00701	254.38	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-	PV	121526	003	00701	725.17	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-	PV	121526	004	00701	383.35	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-	PV	121526	005	00701	957.45	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-	PV	121526	006	00701	200.00	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-	PV	121526	007	00701	51.41	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-	PV	121526	008	00701	537.99	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-	PV	121526	009	00701	33.80-	1302/090712
				MAINT						
				DEPT-AUG'12						
				VISA CHRG-						

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
				MAINT						
				DEPT-AUG'12						
				VISA CHRG- OPERATIONS-AU G'12	PV	121527	001	00701	865.00	8418/090712
				VISA CHRG- OPERATIONS-AU G'12	PV	121527	002	00701	133.15	8418/090712
				VISA CHRG- OPERATIONS-AU G'12	PV	121527	003	00701	48.88	8418/090712
				VISA CHRG- OPERATIONS-AU G'12	PV	121527	004	00701	326.84	8418/090712
				VISA CHRG- OPERATIONS-AU G'12	PV	121527	005	00701	32.05	8418/090712
				VISA CHRG-ENGRG DEPT#1-AUG'12	PV	121528	001	00701	120.27	2083/090712
				VISA CHRG-D.LIPPMA N-AUG'12	PV	121529	001	00701	105.14	8243/090712
				VISA CHRG-J.MUNDY- AUG'12	PV	121530	001	00701	700.36	5888/090712
				VISA CHRG-WTR DIST#1-AUG'12	PV	121531	001	00101	586.88	8136/090712
				VISA CHRG-WTR DIST#2-AUG'12	PV	121532	001	00101	269.23	8102/090712
				VISA CHRG-WTR DIST#2-AUG'12	PV	121532	002	00101	834.73	8102/090712
				VISA CHRG-WTR DIST#2-AUG'12	PV	121532	003	00101	152.39	8102/090712
				VISA CHRG-G.PETERS ON-AUG'12	PV	121533	001	00701	621.32	7026/090712
				VISA CHRG-L.RENGER -AUG'12	PV	121534	001	00701	540.00	6305/090712
				VISA	PV	121535	001	00701	1,218.40	0711/090712

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
CHRG-B.STEINH									
				ARDT-AUG'12					
				VISA CHRG-WLK	PV	121536	001 00101	140.39	7493/090712
				WTP1-AUG'12					
				VISA CHRG-WLK	PV	121536	002 00101	565.50	7493/090712
				WTP1-AUG'12					
				VISA CHRG-WLK	PV	121536	003 00101	112.29	7493/090712
				WTP1-AUG'12					
				VISA CHRG-WLK	PV	121536	004 00101	52.80	7493/090712
				WTP1-AUG'12					
				VISA CHRG-WLK	PV	121536	005 00101	156.34	7493/090712
				WTP1-AUG'12					
				VISA CHRG-WLK	PV	121536	006 00101	145.78	7493/090712
				WTP1-AUG'12					
				VISA CHRG-WLK	PV	121536	007 00101	27.71	7493/090712
				WTP1-AUG'12					
				Payment Amount				14,586.16	
60694	10/02/12	7748	BEE ELECTRONICS	CELLULAR	PV	121581	001 00701	310.80	1006327-IN
				PHONE POUCHES					
				FREIGHT	PV	121581	002 00701	15.80	1006327-IN
				Payment Amount				326.60	
60695	10/02/12	18071	BLUE DIAMOND MATERIALS	AC 3/8 FINE PAVING MAT'L	PV	121541	001 00701	229.65	331431
				Payment Amount				229.65	
60696	10/02/12	5376	CALIFORNIA ELECTRIC SUPPLY	WDL OPEN LIFT COVER	PV	121570	001 00701	96.18	8997-789688
				ECOSYSTEM					
				BALLAST (4)	PV	121571	001 00701	197.01	8997-791044
				ELECTRICAL					
				GEN. TOOLS	PV	121572	001 00701	415.34	8997-790976
				LAMPS (13)					
				FOR RLV	PV	121573	001 00701	47.30	8997-786879
				CMP FL3 TUBE 4 PIN (8)					
				MISC RLV	PV	121574	001 00701	59.77	8997-790273
				ELECT MAINT SUPPL					
					PV	121575	001 00701	738.96	8997-788220

Alt Payee 5451 CALIFORNIA ELECTRIC SUPPLY
P.O. BOX 14196

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Item			
ORANGE CA 92863									
60697	10/02/12	3455	CALIFORNIA HIGHWAY PATROL	TRAFFIC RPT#9580	PV	121588	001 00101	1,554.56	092612
								10.00	
60698	10/02/12	5405	CALOLYMPIC SAFETY	MISC STORAGE SAFETY SUPPL	PV	121563	001 00701	607.70	306190
								10.00	
								34.56	306190
								189.94	306190-1
								9.52	306190-1
								190.05	305246-2
								10.43	305246-2
								163.68	306190-2
								184.83	305246-3
								37.15	305246-3
60699	10/02/12	4586	CONSOLIDATED ELECTRICAL DISTRIBUTORS	RS LOGIC 500 STD EDITION	PV	121537	001 00701	1,669.53	9009-663208
								1,427.86	
								17.50	9009-663208
								119.63	9009-662918
								5.87	9009-662918
								1,812.53	
60700	10/02/12	18758	DEPARTMENT OF INDUSTRIAL RELATIONS	HQ-LOBBY ELEVATOR INSPECTION	PV	121585	001 00701	225.00	E1041273MR
								225.00	E1041287MR
								450.00	
60701	10/02/12	7420	DICALITE MINERALS CORP.	DIATOMACEOUS EARTH DICALITE	PV	121568	001 00701	8,134.50	427558
								354.00	427558

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Batch Number - 219203
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
Alt Payee 9884 DICALITE MINERALS CORP. C/O DICALITE MANAGEMENT GROUP 1 BALA AVENUE, SUITE 310									
60702	10/02/12	18441	EMPLOYEE RELATIONS NETWORK	PRE-EMPL BCKGRND:STAND WOOD	PV	121619	001 00701	8,488.50 34.50	61095
60703	10/02/12	2654	FAMCON PIPE	MISC INVENTORY ITEMS	PV	121584	001 00701	34.50 6,249.13	144736
60704	10/02/12	2672	FRUIT GROWERS LABORATORY, INC.	LAB ANALYSIS@TAPI A GRNDWTR LAB ANALYSIS@RLV	PV	121515	001 00701	6,249.13 145.20	208029A 208685A
60705	10/02/12	6770	G.I. INDUSTRIES	8/29-9/15/12- 10YD ROLL-OFF@SHP 8/29-9-15/12- 25YD ROLLOFF@WLK 8/29-9/15-10Y D ROLLOFF@TAPIA	PV	121560	001 00701	186.45 706.76	2616128-0283- 3
60706	10/02/12	13633	G.I. INDUSTRIES P. O. BOX 541065 LOS ANGELES CA 90054-1065	REIM-GLASSES/ FULL-FACE RESPIRA	PV	121620	001 00701	666.70 140.00	2345730-0283- 4
60707	10/02/12	18746	WILLIAM GALDONES GLOBAL SYSTEMS INTEGRATION	Payment Amount JD EDWARDS TECHNICAL SRVS	PV	121621	001 00701	460.31 2,112.50	2519112-0283- 5 SIN000017
60708	10/02/12	2677	GOVERNMENT	Payment Amount GFOA CNF	PV	121582	001 00701	2,112.50 425.00	2708705

ITEM 5B

Batch Number - 219203

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
			FINANCE OFFICERS ASSOCIATION	REGIST 6/10-6/13/12							
60709	10/02/12	8304	IFM EFECTOR INC.	Payment Amount REPL FAILED PRESSURE SWITCHES	PV	121580		001	00701	425.00 1,135.35	20283685
60710	10/02/12	3083	JCI JONES CHEMICALS, INC	Payment Amount SODIUM HYPOCHLORITE-4998GAL SODIUM HYPOCHLORITE-5004GAL	PV	121539		001	00701	1,135.35 2,908.69	560280
			JCI JONES CHEMICALS, INC	SODIUM HYPOCHLORITE-5004GAL	PV	121540		001	00701	2,912.18	560675
			Alt Payee JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877	Payment Amount LABOR TO REPLACE FAULTY LIGHT ELECTRICAL WORKS@VAR FACILITIES	PV	121513		001	00701	5,820.87	2080
60711	10/02/12	18155	JOHN GIL ENTERPRISES	Payment Amount LABOR TO REPLACE FAULTY LIGHT ELECTRICAL WORKS@VAR FACILITIES	PV	121552		001	00701	1,517.36 795.20	2076
			KAESER COMPRESSORS INC.	ELECTRICAL WORKS@VAR FACILITIES SAFETY INSPECTION@TW IN LAKES	PV	121552		003	00701	560.00	2076
60712	10/02/12	17335	KAESER COMPRESSORS INC.	Payment Amount ANN'L SRV KAESER COMPRESSORS	PV	121538		001	00701	1,253.04 4,125.60	94264040
60713	10/02/12	5230	KENNEDY/JENKS CONSULTANTS	Payment Amount 8/31/12 AGOURA HILLS PIPELINE 8/31/12-CLBS & AGOURA	PV	121543		001	00701	2,381.14 4,048.67	67598
			AGOURA HILLS PIPELINE 8/31/12-CLBS & AGOURA	8/31/12-CLBS & AGOURA	PV	121544		001	00701	6,770.42	67597

Batch Number - 219203

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
60714	10/02/12	3704	LOS ANGELES COUNTY CLERK'S OFFICE	HILLS Payment Amount FEE FOR EXEMPTN RE: MALIBU BOWL	PV	121589	001 00301			10,819.09 75.00	10494/EXEMPT
60715	10/02/12	2800	LOS ANGELES TIMES	Payment Amount 9/3/12-9/2/13 -PAPER EVERY SRV	PV	121626	001 00701			75.00 312.00	01000499385/1 2-13
60716	10/02/12	2839	MOTION INDUSTRIES, INC.	Payment Amount PUMP (1) FOR TAPIA	PV	121549	001 00701			312.00 281.35	CA22-555992
Alt Payee 10317 MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074											
60717	10/02/12	18757	NORTH VALLEY DISTRIBUTING	Payment Amount MISC TAPIA MAINT SUPPL FREIGHT	PV	121551	001 00701			281.35 1,948.29 27.67	S1108862.001 S1108862.001
60718	10/02/12	2302	OFFICE DEPOT	Payment Amount MISC COFFEE & SUPPLIES MISC COFFEE & OFFICE SUPPL MISC COFFEE & OFFICE SUPPL WRONG ITEM RE: INV62133559001	PV	121576	001 00701			1,975.96 504.38 88.66 1,411.97 106.00-	622110911001 624063369001 624063369001 624596105001
60719	10/02/12	15994	POSTAGE ONE	RETURNED RE: INV#621335359001 Payment Amount PSTG ADV-AMTRNG DIST BILLS/PUBL	PD	121579	001 00701			15.37- 1,883.64 2,000.00	624596059001 12042
										2,000.00	

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
60720	10/02/12	16788	RADIO ACTIVITY	SPLITTER/ANTE NA INSTALL	PV	121550	001	00701		510.00	0091412
				Payment Amount						510.00	
60721	10/02/12	10643	JEFF REINHARDT	REIMB PRKG/MLG-ACWA MTG 9/10 REIMB EXP REACWA MTG 9/13/12	PV	121624	001	00701		86.04	091012
				Payment Amount						86.04	
60722	10/02/12	3480	SIGN FACTORY	REYES ADOBE DAYS-POSTERS	PV	121590	001	00701		217.19	12224
				Payment Amount						217.19	
60723	10/02/12	17375	SOUTHERN CALIFORNIA WATER COMMITTEE, INC	ANINL MEMBERSHIP2012 /2013 BASIC	PV	121627	001	00701		850.00	25722
				Payment Amount						850.00	
60724	10/02/12	18732	WINDOW CARE, INC.	WINDOW CLEANING@WLK	PV	121556	001	00701		160.00	091212AWLK
				Payment Amount						160.00	
60725	10/02/12	16569	WAYNE WINK	REIMB-SAFETY GLASSES-SCBA MASK	PV	121622	001	00701		192.50	082312
				Payment Amount						192.50	
60726	10/02/12	8510	WORK BOOT WAREHOUSE	SAFETY SHOES/ALFAFAR A-JONATHAN	PV	121555	001	00701		225.00	29750
				Payment Amount						225.00	
Total Amount of Payments Written										80,642.45	
Total Number of Payments Written										41	

Batch Number - 219219
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
60727	10/09/12	8680	ADS, LLC	9/12-ADS FLW MINTRNG	PV	121649	001	00701	673.14	12780.22-0912
60728	10/09/12	2387	AMERRAY HYDRAULICS CORP	9/12-ADS FLW MINTRNG Payment Amount MISC STORAGE ITEMS	PV	121649	002	00701	2,019.44	12780.22-0912
									2,692.58	37631
60729	10/09/12	18760	AMS PAVING INC.	FREIGHT Payment Amount REFD DEPOSIT ON CLOSED A/C	PV	121647	007	00701	8.88	37631
									226.72	9997487
60730	10/09/12	18160	ARC IMAGING RESOURCES	INTEREST Payment Amount PURCH HP R1100PS-DSGNJ ET	PV	121594	001	00101	.41	9997487/INT
									1,158.32	754166
60731	10/09/12	2404	ASTRA INDUSTRIAL SERVICE INC	BACKFLOW ASSEMBLY REPR	PV	121645	001	00701	979.35	00127530
60732	10/09/12	3512	AT&T DATACOMM, INC.	Payment Amount CISCO MAINT 8/24/12-8/23/ 13	PV	121615	001	00701	979.35	319-014033
									6,120.00	
60733	10/09/12	7965	B&B PALLET CO.	Payment Amount 130YD WOOD CHIPS 1" 130YD WOOD CHIPS 1" 130YD WOOD CHIPS 1"	PV	121653	001	00701	1,422.20	108955
									6,120.00	108956
									1,422.20	108957
60734	10/09/12	18761	BRIDGEPOINT CONSTRUCTION SERVICES	Payment Amount REFD DEPOSIT ON CLOSED A/C	PV	121595	001	00101	1,332.22	9997427
									4,266.60	
									.91	9997427/INT
60735	10/09/12	18762	HAROLD C. BRYSON	Payment Amount REFD CR BAL ON CLOSED A/C	PV	121601	001	00101	77.95	190420
									1,333.13	
									77.95	
									77.95	

Batch Number - 219219
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key	Amount	Invoice Number
							ltm Co		
60736	10/09/12	18443	CALABASAS CAR CARE	VEHICLE MAINT#855	PV	121650	001 00701	208.26	00003-000738
60737	10/09/12	18763	CREEKSIDE RANCH	VEHICLE MAINT#855 Payment Amount REFD CR BAL ON CLOSED A/C	PV	121651	001 00701	387.21	1062626
60738	10/09/12	2601	DELL COMPUTER CORP	Payment Amount DELL OPTIPIX	PV	121602	001 00101	20.00	754215
				Payment Amount DELL	PV	121610	001 00701	901.54	XF6X3KR2
				OPTIFLEX	PV	121618	001 00701	1,949.43	XF6X3KM6
			Alt Payee 7819 DELL MARKETING LP C/O DELL USA L.P. P.O. BOX 910916 PASADENA CA 91110-0916	Payment Amount PACKAGES	PV	121658	001 00701	43.32	2-032-73040
60739	10/09/12	2658	FEDERAL EXPRESS CORP	DEL 9/21 & 9/25/12	PV	121656	001 00701	2,580.64	0418348
60740	10/09/12	2655	FERGUSON ENTERPRISES	Payment Amount AIR VAC ENCLOSURE, 18" X 30" BUSHING, 1-1/4" X 3/4", BRASS	PV	121656	001 00701	54.16	0418362
			Alt Payee 3207 FERGUSON ENTERPRISES, INC. #1083 FILE 56809 LOS ANGELES CA 90074-6809	Payment Amount REFD CR BAL ON CLOSED A/C	PV	121603	001 00101	49.13	3070695
60741	10/09/12	18764	JILL FRIEZE	Payment Amount 4 DRUM OILS FOR TAPIA	PV	121612	001 00701	3,169.81	4835130
60742	10/09/12	8804	GENERAL PETROLEUM	Payment Amount 5 DRUM OILS FOR WLK	PV	121613	001 00701	4,630.71	4835132
			Alt Payee 6805 GENERAL PETROLEUM P. O. BOX 31001-1235						

Batch Number - 219219
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key	Amount	Invoice Number
							Item Co		
PASADENA CA 91110-1235									
60743	10/09/12	2701	GRAINGER, INC.	Payment Amount CORDLESS IMPACT WRENCH	PV	121614	001 00701	7,800.52 349.09	9929916766
All Payee DEPT 805178142 PALATINE IL 60038-0001									
60744	10/09/12	18765	INGER GROSS	Payment Amount REFD CR BAL ON CLOSED A/C	PV	121604	001 00101	145.96	1030706
60745	10/09/12	18766	SANDIE GULDALIAN	Payment Amount REFD CR BAL ON CLOSED A/C	PV	121605	001 00101	264.75	2160392
60746	10/09/12	18767	J KARAM & ASSOCIATES, INC.	Payment Amount REFD DEPOSIT ON CLOSED A/C	PV	121597	001 00101	1,319.33	9997337
60747	10/09/12	18155	JOHN GIL ENTERPRISES	INTEREST Payment Amount LABOR TO REPL	PV	121598	001 00101	2.54 1,321.87	9997337/INT 2082
60748	10/09/12	18768	SIMI KAUR	LAMPS/BALLAST Payment Amount REFD CR BAL ON CLOSED A/C	PV	121606	001 00101	1,960.00 157.77	2201405
60749	10/09/12	2789	LIEBERT CASSIDY WHITMORE	Payment Amount SEIU NEGOTIATIONS 2012	PV	121659	001 00701	1,140.00	155644
60750	10/09/12	6218	MATT CONSTRUCTION CORP	Payment Amount REFD DEPOSIT ON CLOSED A/C	PV	121591	001 00101	1,234.27	9997302
60751	10/09/12	17329	ODYSSEY POWER	INTEREST Payment Amount GENERATOR REPR@TAPIA	PV	121592	001 00101	2.74 1,237.01	9997302/INT 38305
60752	10/09/12	2302	OFFICE DEPOT	Payment Amount HP INKJET CARTRIDGES	PV	121608	001 00701	1,374.95 573.94	624980174001

Batch Number - 219219
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
60753	10/09/12	2871	PACIFIC COAST BOLT	5/8" WASHER:BOLT	PV	121643	001 00701	121.80	357368-00
				BKAWY					
				5/8" WASHER:BOLT	PV	121643	002 00701	184.88	357368-00
				BKAWY					
				FREIGHT	PV	121643	003 00701	14.92	357368-00
				FREIGHT	PV	121643	004 00701	14.93	357368-00
				Payment Amount				336.53	
60754	10/09/12	16586	SIERRA MONITOR CORPORATION	REPL OUTDATED&FAIL	PV	121639	001 00701	13,689.46	0000096687
				ING SYST					
				REPL OUTDATED&FAIL	PV	121639	006 00701	1,336.32	0000096687
				ING SYST					
				FREIGHT	PV	121639	007 00701	12.30	0000096687
				Payment Amount				12,365.44	
60755	10/09/12	3011	UNITED SPECIALTIES	ELECTRICAL	PV	121641	001 00701	567.46	81736
				CONTACT					
				CLEANER					
				Payment Amount				567.46	
60756	10/09/12	2780	VALLEY NEWS GROUP	ADS:RATE	PV	121617	001 00701	740.00	091312
				CHG:OPEN					
				HOUSE:MTGS					
				ADS:3 PAPERS	PV	121648	001 00701	140.00	092112
				RE:WTR RATE					
				FORUM					
				Payment Amount				880.00	
60757	10/09/12	3022	VAUGHANS INDUSTRIAL REPAIR	14" FLOWWAY	PV	121640	001 00701	10,692.31	018619
				RAS PUMP #5					
				Payment Amount				10,692.31	
60758	10/09/12	2436	VINCE BARNES AUTOMOTIVE	VEHICLE	PV	121629	001 00701	672.22	019274
				MAINT#839					
				VEHICLE	PV	121630	001 00701	377.17	019281
				MAINT#850					
				VEHICLE	PV	121631	001 00701	89.09	019283
				MAINT#861					
				VEHICLE	PV	121632	001 00701	565.99	019295
				MAINT#865					

Batch Number - 219219
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
				VEHICLE	PV	121633	001 00701	547.01	019299
				MAINT#802					
				VEHICLE	PV	121634	001 00701	1,507.45	019303
				MAINT#821					
				Payment Amount			3,758.93		
60759	10/09/12	3109	W. LITTEN	9/2--9/8/12	PV	121635	001 00701	4,303.40	0320216
				RANCHO					
				9/9--9/15/12	PV	121636	001 00701	5,340.20	0320217
				RANCHO					
				9/16--9/22/12	PV	121637	001 00701	5,175.40	0320218
				RANCHO					
				Payment Amount			14,819.00		
60760	10/09/12	18769	STEPHEN WARREN	REFD CR BAL ON CLOSED A/C	PV	121607	001 00101	144.56	1010840
				Payment Amount			144.56		
60761	10/09/12	18770	ZOKA ENTERPRISES, INC.	REFD DEPOSIT ON CLOSED A/C	PV	121599	001 00101	1,338.75	9997382
				INTEREST	PV	121600	001 00101	1.30	9997382/INT
				Payment Amount			1,340.05		
				Total Amount of Payments Written			85,039.73		
				Total Number of Payments Written			35		

October 1, 2012

To: Payroll
From: John Mundy, General Manager
Subject: Per Diem Request
September 2012

Attached are the director statements of attendance for meetings, conferences and miscellaneous functions, which are summarized in the table below. If you have any questions please contact Kimmy Conklin.

At the meeting of 02/26/2008 the Board voted 5-0 to amend the daily per diem to:

- \$200.00 effective February 27, 2008
- January 26, 2010 during the annual review of compensation, the Board opted for the per diem to remain at \$200 and requested a per diem survey be completed along with the next employee compensation study.

Name	Meeting Attendance	Rate	Total
Joseph Bowman	4	\$ 200.00	\$ 800.00
Charles Caspary	6	200.00	1,200.00
*Glen Peterson LVMWD - 3 MWD - 6	9	200.00	1,800.00
Lee Renger	5	200.00	1,000.00
Barry Steinhardt	7	200.00	1,400.00

Thank you.

Article 4, 2-2.401(a) "not exceeding a total of ten (10) days in any calendar month"

*Article 4, 2-2.401(b) MWD director "not exceeding a total of (10) days in any calendar month."

Joseph M. Bowman
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302
Fax: 818-251-2149

DATE: 9-25-12

TO: Kimmey Conklin, Executive Assistant/Clerk of the Board

FROM: Joseph M. Bowman
LVMWD Director, Division 4

SUBJECT: **Meeting Attendance Per Diem Request**

The following are Las Virgenes Municipal Water District Board of Directors Meetings, Committee Meetings/Conferences I have attended.

Date	Description
<u>9/4</u>	<u>JPA</u>
<u>10</u>	<u>ACWA - Region 8</u>
<u>11</u>	<u>LVMWD</u>
<u>25</u>	<u>LVMWD</u>
<u> </u>	<u> </u>
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(4)

(Signed) Joseph M. Bowman
Joseph Bowman

Charles Caspary
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302
Fax: 818-251-2149

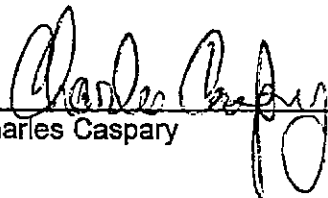
DATE: 9/25/12
TO: Linda Casey, Las Virgenes Municipal Water District
Kimmey Conklin, Las Virgenes Municipal Water District
FROM: Charles Caspary
LVMWD Director, Division 1
SUBJECT: Meeting Attendance Per Diem Request

The following are Las Virgenes Municipal Water District Board of Directors Meetings, Committee Meetings/Conferences I have attended.

Date	Description
9/4/12	LV-TSD JPA
9/9-10/12	ACWA - SB.
9/11/12	LV - Reg Bd Mtg
9/20/12	AWA - Simi
9/25/12	LV - Reg Bd Mtg.
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(4)

(Signed)


Charles Caspary

✓

Glen Peterson
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302
Fax: 818-251-2149

DATE: Sept 2012
TO: Kimmey Conklin, Executive Assistant/Clerk of the Board
FROM: Glen Peterson
LVMWD Director, Division 2
SUBJECT: **Meeting Attendance Per Diem Request**

The following are Las Virgenes Municipal Water District Board of Directors Meetings, Committee Meetings/Conferences I have attended.

Date	Description
<u>4</u>	<u>W J Pot</u>
<u>7</u>	<u>MWD Northern Cam</u>
<u>10</u>	<u>MWD Committee</u>
<u>11</u>	<u>MWD/Board Mtg</u>
<u>12</u>	<u>MWD Colorado River Basin</u>
<u>18</u>	<u>MWD Bay Delta Perm</u>
<u>25</u>	<u>MWD/Board Mtg</u>
<u>27</u>	<u>MWD ANR/DOO Cmsdn Revison</u>
<u>29</u>	<u>MWD Tremp People Meet</u>

(a)

(Signed)


Glen Peterson

LVMWD 3
MWD 6
✓ 9

Lee Renger
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302
Fax: 818-251-2149

DATE: 9-25-12
TO: Kimmey Conklin, Executive Assistant/Clerk of the Board
FROM: Lee Renger
LVMWD Director, Division 3
SUBJECT: **Meeting Attendance Per Diem Request**

The following are Las Virgenes Municipal Water District Board of Directors Meetings, Committee Meetings/Conferences I have attended.

Date	Description
<u>9-4-12</u>	<u>FPA Bd. Mtg.</u>
<u>9-10-12</u>	<u>ACWA Seminar</u>
<u>9-11-12</u>	<u>LVMWD Bd. Mtg.</u>
<u>9-25-12</u>	<u>" " "</u>
<u>9-20-12</u>	<u>AWA R. Lib</u>
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(5)

(Signed) Lee Renger
Lee Renger



Barry Steinhardt
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302
Fax: 818-251-2149

DATE:

9/25/12

TO:

Kimmy Conklin, Executive Assistant/Clerk of the Board

FROM:

Barry Steinhardt
LVMWD Director, Division 5

SUBJECT:

Meeting Attendance Per Diem Request

The following are Las Virgenes Municipal Water District Board of Directors Meetings, Committee Meetings/Conferences I have attended.

Date

Description

9/4

JPA Meeting

9/9-9/10

Training / ACWA Reg 5/8

9/11

LVMWD BOARD Meeting

9/19

Training / ACWA REG. UPDATE

9/20

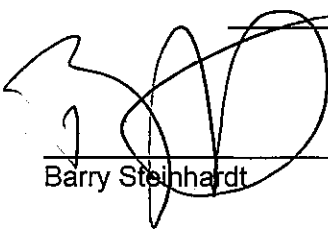
AWA MEETING

9/25

LVMWD BOARD MEETING

⑦

(Signed)


Barry Steinhardt



October 9, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Purchase of Spare 4,160 Volt Breaker for Tapia

Las Virgenes-Triunfo Joint Powers Authority approved funding for this matter in the Joint Powers Authority Budget. This recommendation is before the LVMWD Board of Directors for action, as administering agent, as authorized in the Joint Powers Authority Agreement.

SUMMARY:

Staff requests approval for a sole source purchase of a spare 4,160 Volt A/C breaker for Tapia.

RECOMMENDATION(S):

Authorize the General Manger to issue a purchase order in the total amount of \$33,299.00 to California Electrical Supply.

FINANCIAL IMPACT:

Replacement was programmed into the FY 2012/13 budget as line item 751810.5510.

DISCUSSION:

The High voltage electrical panels or switch gear at Tapia are over 30 years old. Replacement breakers are quickly becoming obsolete. In looking at weak points in the system staff identified this as a potential problem. Because Tapia processes sewage on a 365/24/7 basis, the electrical distribution system is a vital component in maintaining the plant's NPDES permit. Due to the age of this equipment, scarcity of available spare breakers, and long lead time to obtain a breaker of this size, staff is requesting the purchase of this spare breaker.

Prepared By: Larry J. Miller, Water Systems and Facilities Maintenance



October 9, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Radio System Upgrade

SUMMARY:

On June 26, 2012 the Las Virgenes Municipal Water District board directed the General Manager to issue a Request for Proposals (RFP) for the purchase of a land mobile radio system that will comply with the January 1, 2013 FCC narrow band technology mandate.

Three proposals were submitted in response to the District's RFP with the lowest quote at \$118,139.79 for the new equipment and installation.

RECOMMENDATION(S):

Approve an additional appropriation of \$22,139.79 for fiscal year 2012-2013 under Job No. 10490 and authorize the General Manager to enter into agreement with Destin Thomas Communications for the purchase of radio system equipment for a total expenditure of \$118,139.79.

FINANCIAL IMPACT:

The fiscal year 2012-2013 budget includes an estimate of \$96,000 for the replacement and upgrade of the District's radio system. The lowest cost proposal resulting from the RFP process is \$118,139.79. The recommended radio system purchase will result in an appropriation (expense) over the approved budget amount by \$22,139.79.

DISCUSSION:

The issuance of an RFP for a radio system equipment upgrade was approved by the Board on June 26, 2012. A total of six RFP's were sent out; three proposals were submitted. Below are the total cost summary proposals:

1. Destin Thomas Communications: \$118,139.79
2. Dial Communications: \$124,747.11
3. Advanced Electronics: \$160,212.56

Each of the three companies was asked to make a presentation to District staff on their proposal and to answer specific questions regarding their quotes, equipment choices, and relevant experience. The presentations were completed on September 21, 2012. Staff believes that the low bidder, Destin Thomas Communications, is qualified to perform the necessary equipment upgrade.

BACKGROUND

The Federal Communication Commission (FCC) mandated that all public safety radio systems will operate in the 12.5 kilohertz (or "narrow band" range) by January 1, 2013. The mandate is a response to the crowding in the 150-512 MHz radio band range. The new "narrow band" technology is made possible by utilizing digital technology.

ITEM 7B

The District currently uses an aging analog radio system that operates in the soon to be proscribed range. The district's radio system consists of hilltop repeaters, hand held units, desktop, and mobile radios for communication between staff. Although cellular telephones can also be used in a similar manner, personnel at Tapia, Rancho, Customer Service, and the Westlake Water Treatment Facility presently use the radio system extensively.

Maintaining a robust communication system is a priority in the event of emergency situations and radio systems are more likely to remain operable than cellular telephone technology following a significant disaster or emergency event. Following the 1994 Northridge earthquake, both land-line and cellular telephone communications experienced severe interruptions in service. It is expected that interruption in cellular telephone service will be exacerbated in future emergency situations as more telephone land-line services are converted to cellular telephone service. In fact, newer cellular telephone technology is so impacted that experts have estimated it may take days to weeks to rebuild the cellular phone system following an event similar to the Northridge earthquake.

Prepared By: John Stangle, Electrical Instrumentation Supervisor



October 9, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Saddle Creek Arena Recycled Water Extension Technical Memorandum, Report #2501.00

SUMMARY:

Saddle Creek Arena is located in Hidden Hills at Saddle Creek Road. The facilities include Gymkhana Arena, Dressage Arena and a large landscaped area. Currently, potable water is used for its irrigation and dust control. At the request of Hidden Hills Community Association, the district prepared this study to investigate various options for the extension of the recycled water line from the newly installed recycled water main at Tract 54603 to Saddle Creek Arena. The study also investigated technical and financial feasibilities of providing residential recycled water irrigation services along two possible pipe alignments to promote recycled water usage and reduce the overall capital cost for each acre foot per year (AFY) of recycled water demand.

The estimated construction cost is \$271,800 for Route 1 and \$162,720 for Route 2. Total recycled water demand is 5.89 AFY for Saddle Creek Arena, 38.65 AFY for residential demand along Route 1 and 15.17 AFY for residential demand along Route 2. The capital cost for each acre-foot per year of recycled water demand is \$6,109/AFY and \$7,726/AFY for Route 1 and Route 2 respectively. These costs are slightly higher than the District standard of \$5,500 per AFY for feasible recycled water projects.

The bench mark of \$5,500 per AFY could also be reached if Hidden Hills Community Associates can contribute \$26,830 of capital cost for the construction of the recycled water main extension. The payback period for the Association is approximately 17 years. The payback period for the residential demand is 19.7 years if there is no capital contribution from the residents and potable water rates are charged when the residents switch to recycled water for irrigation demand until the capital investment is paid off.

RECOMMENDATION(S):

Receive and file the Saddle Creek Arena Recycled Water Extension Technical Memorandum, LVMWD #2501.00; and provide staff with direction on whether or not to pursue the project.

Prepared By: Lindsay Cao, P.E. Associate Engineer

ATTACHMENTS:

[Saddle Creek REW Extension Report No. 2501.00](#)

Saddle Creek Arena Recycled Water Extension Technical Memorandum

Hidden Hills, California

Las Virgenes Municipal Water District

Project Manager

Lindsay Cao, PE

August 2012

**Las Virgenes Municipal Water District
Saddle Creek Arena Recycled Water Technical Memo**

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Appendices

**Las Virgenes Municipal Water District
Saddle Creek Recycled Water Technical Memorandum**

Hidden Hills, California

Section 1 – Introduction

The purpose of this technical memorandum is to investigate the feasibility of providing recycled water service to the Saddle Creek Arena and potential residential customers along a proposed recycled water main extension in Hidden Hills, California, and to determine criteria for the facilities required to provide such services and options to finance the extension.

Section 2 – Saddle Creek Arenas and Residential Irrigation Usage

Saddle Creek Arena is located in Hidden Hills at Saddle Creek Road. The facilities were built in the 1960s, which include Gymkhara Arena, Dressage Arena, and a large landscaped area. Potable usage for the facilities is listed in Appendix A. At the request of Hidden Hills Community Association, the district prepared this study to investigate various options for the extension of the recycled water line from the newly installed main at Tract 54603 to Saddle Creek Arena. Recycled water will be used for maintenance of the arenas and for the irrigation of the landscaped area in Arena.

This study also investigates technical and financial possibilities of providing residential irrigation services along the pipe alignment, so residents can benefit from this extension.

Section 3 – Recycled Water

Recycled water is available from the recently constructed recycled waterline in Tract 54603. Saddle Creek Arena will be served from the Eastern Recycled Water System. The existing recycled water mains for Tract 54603 facilities are west of the proposed extension shown in Plate 1. They are fed from a 14-inch transmission main leaving the Eastern Recycled Water Pump Station at hydraulic gradient of 1529-feet.

Two alternatives of alignments are proposed for the extension as shown in Plate 1. Route 1 starts in Lasher Road connecting to the newly constructed recycled waterline (Tract 54063), along Lasher Road going north, then turns east on a horse trail paralleling Long Valley Road, and stops at Saddle Creek Road. The total length is 3,020 feet. Route 2 starts between Lot 5 and Lot 6 of T54063, runs northeast, then turns east on a horse trail paralleling Long Valley Road, and stops at Saddle Creek Road. The total length is 1,808 feet.

Estimated recycled water demand for Saddle Creek Arena is 5.89 AF (see Appendix A). Estimated residential irrigation demand is listed in Appendix B. There is a total of 26 lots along Route 1, and 12 lots along Route 2. Average irrigation area is 76.8% of the each lot size; therefore, the residential irrigation demand is estimated based on 70% of the existing potable usage.

Table 1 Potential Recycled Water Usage

	Total Lots	Residential Irrigation Usage (AF/Yr)	Saddle Creek Arena Usage (AF/Yr.)	Total Usage (AF/Yr)
Route 1	26	38.65	5.89	44.54
Route 2	12	15.17	5.89	21.06

Hydraulic analysis indicates that a 6-inch recycled water main extension is adequate. Hydraulic pressures are estimated between 110 psi to 130 psi depending on the elevations of the connection points for arena and each of the potential residential and users.

Section 4 – Economic Feasibility

The estimated cost for the construction of 3,020 linear feet (Route 1) of the recycled waterline to serve the proposed project is \$271,800¹; and the estimate cost of the construction of 1808 linear feet (Route 2) to serve the proposed project is \$162,720².

Although the cost of extending the recycled water system to serve only Saddle Creek Arena will greatly exceed the District benchmark of \$5,500/AF-Year, options of contributions from Hidden Hills Community Association (HHCA), or providing residential irrigation services along the main extension will bring the cost close to benchmark of \$5,500/AF-Year. See financial impacts summarized in Table 2, Table 3-1, Table 3-2 and Table 3-3

Table 2 Economic Feasibility Options

	Route 1	Route 2	Comment
Total Length	3,020 (ft)	1,808 (ft)	
Total Cost	\$271,800	\$162,720	
<u>\$/AF-year</u> , no residential irrigation	\$ 46,146/AF-year	\$ 27,626/AF-year	Demand: Saddle Creek Arena <u>5.89 AF</u>
<u>\$/AF-year</u> , Arena and residential irrigations	\$ 6,109/AF-year	\$7,726/AF-year	Demand: Saddle Creek Arena + Residential Irrigations

¹ Estimated cost for construction the recycled waterline to reach the development assumes a unit cost of \$90 per liner foot. These costs do not include engineering, administration, or contingency, and are based on the unit costs found in the district Recycled Water Master Plan Update 2007. The cost also does not include the offsite easement needed to reach the extension

² See Note 1

Table 3-1 Pay-Back Period³

Services to Saddle Creek Arena Only (5.89 AF/Yr)

Construction Cost (Route 2)	Potential Savings to Saddle Creek Arena	Years of Return if HHCA Pays Construction Cost	Years of Return if District contributes \$32,395 ⁴
\$162,720	\$1,604/yr	101 Yrs	81.25 Yrs.

Table 3-2 Pay-Back Period

Services to Saddle Creek and Residential Irrigations. (Route 1)

Construction Cost	Potential Savings to Saddle Creek Arena and 26 residential customers	Years of Return if HHCA Pays Construction Cost	Years of Return if District contributes \$32,395
\$271,800	\$12,126.65/yr	22.4 Yrs	19.7 Yrs.

Table 3-3 Pay-Back Period

Services to Saddle Creek and Residential Irrigations. (Route 2)

Construction Cost	Potential Savings to Saddle Creek Arena and 12 residential customers	Years of Return if HHCA Pays Construction Cost	Years of Return if District contributes \$32,395
\$162,720	\$5,439.82/yr	29.9 Yrs	24 Yrs.

³ Pay-back period doesn't include the cost of retrofitting exiting residential irrigation system to the requirements of using recycled water.

⁴ 5.89 AF/Yr X \$5,500 = \$32,395

Section 5 - Conclusions and Recommendations

It is concluded that:

1. Recycled water is available and it could be economically feasible to serve Saddle Creek Arena (1) if recycled water is used for full yard irrigation of single family dwelling units along the extension(s); or (2) if Hidden Hills Community Associates contributes a certain amount of the cost for the construction of the extension (3) or the district pays the construction cost, and continues charging potable water rate until the expenses are paid back in over 20 years.
2. To provide the recycled water to the Saddle Creek Arena, or the residential irrigation usages, a 6-inch recycled waterline is needed as shown in Plate 1.
3. All recycled water systems should be designed for a maximum gradient of 1,325 feet, and minimum gradient of 1,300 feet.
4. Assuming that residential irrigation usages are applied for this extension, all users of recycled water must comply with Health Department and District rules and regulations.

References

1. "Recycled Water System Master Plan Update 2007 – Las Virgenes Municipal Water District," Boyle Engineering Corporation, October 2007 (LVMWD Report No. 2389.01).
2. "Water System Design Report for Tract 54063 (Hidden Ridge)," Boyle Engineering Corporation, October 2006 (LVMWD Report No. 2274.01).

PLATE

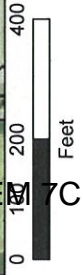


- Legend**
- Proposed Recycled Extension Route 2
 - Proposed Recycled Extension Route 1
 - Potential Residential Recycled Water Customers
 - Recycled Water Main Line
 - Distribution Main



PLATE 1

HIDDEN HILLS RECYCLED WATER EXPANSION - POTENTIAL CUSTOMERS



ITEM 7C

APPENDIX A (Saddle Creek Arena Demand)

Appendix A

Saddle Creek Water Estimated REW Demand

Area Watered	Number of Heads	Gallons / Minute	Head / Minute	Gallons / Minute / Area	Time	Gallons per Water Cycle	Days per Month	Gallons per Month
Arenas								
Dressage	6	35.0		210	10	2,100	30	63,000
Gymkhana	6	35.0		210	10	2,100	30	63,000
								<u>126,000 *</u>
Landscaped Areas								
Lawn	11	24.0		264	40	10,560	13	137,280
Sloped Planters	120	1.3		156	20	3,120	13	40,560
No-Mo Grass								
Hillside Rotary	10	1.8		18	20	360	13	4,680
Announcer Pad								
Planters- Drip Line	666	1 gallon per hour		11	60.0	666	17	11,322
								<u>193,842 *</u>

* Water usage is based on summer water schedule and is provided by HHCA

Total of Arenas and Landscaped Areas	319,842	gallon/summer month
Estimated REW Demand Annually (REW Master Plan 2007 MDD/ADD=2)	1,919,052	gallon/yr
	5.89	Acre-ft/yr

APPENDIX B (Residential Irrigation Demand)

Hidden Hills Residential Recycled Water Demand Estimate

House Number	Street Name	Combined Address	Account	Original Area (Square Feet)	Irrigated Area (Square Feet)	Percentage of Irrigated Area
23960	LONG VALLEY RD	23960 LONG VALLEY RD	0000160384	55333	40483	73.2
23908	LONG VALLEY RD	23908 LONG VALLEY RD	0000160390	49534	42109	85.0
23860	LONG VALLEY RD	23860 LONG VALLEY RD	0000160394	49098	38128	77.7
23842	LONG VALLEY RD	23842 LONG VALLEY RD	0000160396	49420	34597	70.0
23820	LONG VALLEY RD	23820 LONG VALLEY RD	0000160410	45461	31064	68.3
24002	LONG VALLEY RD	24002 LONG VALLEY RD	0000160374	67826	50539	74.5
24058	LONG VALLEY RD	24058 LONG VALLEY RD	0000160368	64336	45629	70.9
24116	LONG VALLEY RD	24116 LONG VALLEY RD	0000160366	62839	42927	68.3
24132	LONG VALLEY RD	24132 LONG VALLEY RD	0000160364	61679	41128	66.7
24148	LONG VALLEY RD	24148 LONG VALLEY RD	0000160362	60666	48182	79.4
5202	SADDLE CREEK RD	5202 SADDLE CREEK RD	0000160405	164811	154029	93.5
5201	SADDLE CREEK RD	5201 SADDLE CREEK RD	0000160401	119010	111544	93.7
5203	SADDLE CREEK RD	5203 SADDLE CREEK RD	0000160400	116027	95844	82.6
5300	OLD FARM RD	5300 OLD FARM RD	0000160380	89495	82370	92.0
5209	SADDLE CREEK RD	5209 SADDLE CREEK RD	0000160398	155461	121167	77.9
23942	LONG VALLEY RD	23942 LONG VALLEY RD	0000160386	49733	33846	68.1
23870	LONG VALLEY RD	23870 LONG VALLEY RD	0000160392	49109	28130	57.3
24024	LONG VALLEY RD	24024 LONG VALLEY RD	0000160372	66989	56898	84.9
24044	LONG VALLEY RD	24044 LONG VALLEY RD	0000160370	60915	41355	67.9
24162	LONG VALLEY RD	24162 LONG VALLEY RD	0000160360	78000	58253	74.7
5351	LASHER RD	5351 LASHER RD	0000160356	74400	68476	92.0
5303	LASHER RD	5303 LASHER RD	0000160350	90191	76058	84.3
5320	LASHER RD	5320 LASHER RD	0000160352	114088	108665	95.2
5305	OLD FARM RD	5305 OLD FARM RD	0000160376	70181	57128	81.4
5301	OLD FARM RD	5301 OLD FARM RD	0000160378	109180	100845	92.4
23924	LONG VALLEY RD	23924 LONG VALLEY RD	0000160388	48989	43021	87.8
5350	LASHER RD	5350 LASHER RD	0000160358	77334	0	0.0
5350	LASHER RD	5350 LASHER RD	0000160354	65048	59788	91.9
Total:				2165153	1712203	79.1

Average Percentage of Irrigated Area: 76.8

Irrigation Demand/Entire Usage (percentage) 70%

Appendix B-1
Saddle Creek REW Extension Route 1-Residential Irrigation Estimate

Street Name	House Number	TotalUsg2010	TotalUsg2011	TotalCharge2010	TotalChg2011	Ave. Potable Usage Bi-Monthly 2010 (Per Unit = 748 gallon)	Estimate RW Usage Bi-monthly 2010 (Per Unit = 748 gallon)	Ave. Potable Usage Bi-Monthly 2011 (Per Unit = 748 gallon)	Estimate RW Usage Bi-monthly 2011 (Per Unit = 748 gallon)
LASHER RD	5303	431	749	1303.68	2353.18	71.83	50.28	62.42	43.69
LASHER RD	5320	1299	1167	3690.87	3469.59	216.50	151.55	97.25	68.08
LASHER RD	5350	149	80	405.45	296.85	24.83	17.38	6.67	4.67
LASHER RD	5351	333	107	1241.31	614.12	55.50	38.85	8.92	6.24
LONG VALLEY RD	24162	1006	905	2849.84	2645.17	167.67	117.37	75.42	52.79
LONG VALLEY RD	24148	860	830	2307.25	2379.9	143.33	100.33	69.17	48.42
LONG VALLEY RD	24132	1354	1247	3728.67	3954.99	225.67	157.97	103.92	72.74
LONG VALLEY RD	24116	2374	1729	7385.01	5769.77	395.67	276.97	144.08	100.86
LONG VALLEY RD	24058	1796	1615	5512.68	5190.27	299.33	209.53	134.58	94.21
LONG VALLEY RD	24044	1897	1302	5618.05	4049.81	316.17	221.32	108.50	75.95
LONG VALLEY RD	24024	711	641	1742.61	1678.07	118.50	82.95	53.42	37.39
LONG VALLEY RD	24002	1723	1629	5050.56	5185.66	287.17	201.02	135.75	95.03
OLD FARM RD	5305	955	688	2787.56	2113.08	159.17	111.42	57.33	40.13
OLD FARM RD	5301	101	200	339.63	606.44	16.83	11.78	16.67	11.67
OLD FARM RD	5300	745	835	1951.51	2448.69	124.17	86.92	69.58	48.71
LONG VALLEY RD	23960	1768	1305	5670.59	4772.49	294.67	206.27	108.75	76.13
LONG VALLEY RD	23942	397	85	1230.75	591.3	66.17	46.32	7.08	4.96
LONG VALLEY RD	23924	2002	1818	6508.37	6348.2	333.67	233.57	151.50	106.05
LONG VALLEY RD	23908	258	199	644.66	539.56	43.00	30.10	16.58	11.61
LONG VALLEY RD	23870	1330	986	3829.08	2963.45	221.67	155.17	82.17	57.52
LONG VALLEY RD	23860	232	270	569.42	703.64	38.67	27.07	22.50	15.75
LONG VALLEY RD	23842	817	851	2199.85	2505.77	136.17	95.32	70.92	49.64
SADDLE CREEK RD	5203	652	623	1651.61	1685.6	108.67	76.07	51.92	36.34
SADDLE CREEK RD	5201	122	111	429.98	431.05	20.33	14.23	9.25	6.48
SADDLE CREEK RD	5202	1546	771	4265.88	2077.95	257.67	180.37	64.25	44.98
LONG VALLEY RD	23820	1549	955	4484.87	2766.49	258.17	180.72	79.58	55.71

	Usg2010	Usg2011	Chg2010	Chg2011
Total	26407	21698	\$77,399.74	\$68,141.09

Average Annual Usage	24052.5
Estimated Annual RW Demand	16836.75 units
	38.65 Acre-ft/Yr

Appendix B-2

Saddle Creek REW Extension Route 2-Residential Irrigation Estimate

Street Name	House Number	TotalUsg 2010	TotalUsg2011	TotalCharge 2010	TotalChg2011	Ave. Potable Usage Bi-Monthly 2010 (Per Unit = 748 gallon)	Estimate RW Usage Bi-monthly 2010 (Per Unit= 748 Gallon)	Ave. Potable Usage Bi-Monthly 2010 (Per Unit = 748 Gallon)	Usage Bi-monthly 2010 (Per Unit= 748 gallon)
OLD FARM RD	5300	745	835	\$ 1,951.51	\$ 2,448.69	62.08	43.46	139.17	97.42
LONG VALLEY RD	23942	397	85	\$ 1,230.75	\$ 591.30	33.08	23.16	14.17	9.92
LONG VALLEY RD	23924	2002	1818	\$ 6,508.37	\$ 6,348.20	166.83	116.78	303.00	212.10
LONG VALLEY RD	23908	258	199	\$ 644.66	\$ 539.56	21.50	15.05	33.17	23.22
LONG VALLEY RD	23870	1330	986	\$ 3,829.08	\$ 2,963.45	110.83	77.58	164.33	115.03
LONG VALLEY RD	23860	232	270	\$ 569.42	\$ 703.64	19.33	13.53	45.00	31.50
LONG VALLEY RD	23842	817	851	\$ 2,199.85	\$ 2,505.77	68.08	47.66	141.83	99.28
SADDLE CREEK RD	5209	606	1125	\$ 1,644.86	\$ 3,549.04	50.50	35.35	187.50	131.25
SADDLE CREEK RD	5203	652	623	\$ 1,651.61	\$ 1,685.60	54.33	38.03	103.83	72.68
SADDLE CREEK RD	5201	122	111	\$ 429.98	\$ 431.05	10.17	7.12	18.50	12.95
SADDLE CREEK RD	5202	1546	771	\$ 4,265.88	\$ 2,077.95	128.83	90.18	128.50	89.95
LONG VALLEY RD	23820	1549	955	\$ 4,484.87	\$ 2,766.49	129.08	90.36	159.17	111.42

	Usg2010	Usg2011	Chg2010	Chg2011
Total	10256	8629	\$ 29,410.84	\$ 26,610.74

Ave. Annual Usage	9,442.50
Estimated Annual RW Demand	6,609.75 units
	15.17 Acre-ft/yr

APPENDIX C (Recycled Water Rate Savings)

Appendix C-1

Recycled Water Savings Route 1

Street Name	House Number	Estimated REW Usage Monthly	REW Cost	Potable Cost	Savings Bi-Monthly
LASHER RD	5303	46.99	\$58.78	\$95.10	\$36.32
LASHER RD	5320	109.81	\$178.48	\$267.42	\$88.95
LASHER RD	5350	11.03	\$11.47	\$19.62	\$8.16
LASHER RD	5351	22.55	\$25.54	\$42.55	\$17.01
LONG VALLEY RD	24162	85.08	\$125.05	\$192.73	\$67.68
LONG VALLEY RD	24148	74.38	\$101.93	\$160.40	\$58.47
LONG VALLEY RD	24132	115.35	\$190.45	\$284.16	\$93.71
LONG VALLEY RD	24116	188.91	\$349.33	\$506.31	\$156.97
LONG VALLEY RD	24058	151.87	\$269.32	\$394.44	\$125.12
LONG VALLEY RD	24044	148.63	\$262.33	\$384.66	\$122.33
LONG VALLEY RD	24024	60.17	\$76.71	\$123.45	\$46.73
LONG VALLEY RD	24002	148.02	\$261.01	\$382.81	\$121.81
OLD FARM RD	5305	75.78	\$104.95	\$164.63	\$59.68
OLD FARM RD	5301	11.73	\$12.19	\$20.87	\$8.68
OLD FARM RD	5300	67.81	\$87.76	\$140.58	\$52.83
LONG VALLEY RD	23960	141.20	\$246.26	\$362.20	\$115.94
LONG VALLEY RD	23942	25.64	\$29.75	\$49.20	\$19.45
LONG VALLEY RD	23924	169.81	\$308.07	\$448.61	\$140.55
LONG VALLEY RD	23908	20.85	\$23.24	\$38.92	\$15.67
LONG VALLEY RD	23870	106.34	\$170.98	\$256.94	\$85.96
LONG VALLEY RD	23860	21.41	\$24.00	\$40.11	\$16.11
LONG VALLEY RD	23842	72.48	\$97.84	\$154.68	\$56.84
SADDLE CREEK RD	5203	56.20	\$71.32	\$114.92	\$43.60
SADDLE CREEK RD	5201	10.35	\$10.77	\$18.43	\$7.66
SADDLE CREEK RD	5202	112.67	\$184.65	\$276.06	\$91.41
LONG VALLEY RD	23820	118.21	\$196.62	\$292.79	\$96.17
Sadde Cree Arena		427.6		Arena Saving/Yr	\$1,603.66
				Residential Saving/Yr	\$10,522.98
				Total Saving/Yr	\$12,126.65

Appendix C-2

Recycled Water Savings Route 2

Street Name	House Number	Estimated RW Usage Bi-Monthly	REW Cost	Potable Cost	Savings Bi-Monthly
OLD FARM RD	5300	70.44	\$93.43	\$148.51	\$55.09
LONG VALLEY RD	23942	16.54	\$17.37	\$29.64	\$12.26
LONG VALLEY RD	23924	164.44	\$296.47	\$432.40	\$135.93
LONG VALLEY RD	23908	19.13	\$20.90	\$35.22	\$14.32
LONG VALLEY RD	23870	96.31	\$149.31	\$226.64	\$77.34
LONG VALLEY RD	23860	22.52	\$25.50	\$42.49	\$16.99
LONG VALLEY RD	23842	73.47	\$99.98	\$157.67	\$57.69
SADDLE CREEK RD	5209	83.30	\$121.21	\$187.36	\$66.15
SADDLE CREEK RD	5203	55.36	\$70.17	\$113.10	\$42.93
SADDLE CREEK RD	5201	10.03	\$10.43	\$17.86	\$7.42
SADDLE CREEK RD	5202	90.07	\$135.82	\$207.79	\$71.97
LONG VALLEY RD	23820	100.89	\$159.20	\$240.47	\$81.27
Saddle Creek Arena				Arena Savings/yr	\$1,603.66
				Residential Savings/yr	\$3,836.16
				Total Savings/yr	\$5,439.82



October 9, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Datastream Business Solutions, Inc. - Letter Agreement

SUMMARY:

Datastream Business Solutions, Inc. (formerly Reiter Lowry Consultants) will assist the District with its Standby Deferral Program, as they have since the inception of the program, in administering the program by maintaining the tax database which is submitted to the County for the tax assessment, conducting necessary mailings and other program support. Staff recommends approval of the consulting agreement contract with Datastream Business Solutions, Inc. for a three year period at an annual cost not to exceed \$22,500 (excluding postage).

RECOMMENDATION(S):

Approve the Letter Agreement for Professional Services with Datastream Business Solutions, Inc. (DBSI) for assistance with the Standby Charge Program, at an amount not to exceed \$22,500 per year (excluding postage) for a three year period.

FINANCIAL IMPACT:

Funds to cover the costs related to administration of the Potable Water Standby Charge Program (consultant fees, staff labor, etc.) are included in the annual budget for FY 12-13 adopted by the Board in account 301000.7131.

Prepared By: Harold Matthews, Information Systems Manager

ATTACHMENTS:

[Datastream Proposal](#)

September 28, 2012

Mr. Gary Fields
Las Virgenes Municipal Water District
4232 Las Virgenes Rd.
Calabasas, CA 91302-1994

RE: Proposed Standby Charge Program for 2013/14, 2014/15 and 2015/16

Dear Gary:

DBSI understands that Las Virgenes is again planning an early hearing to allow adequate time for property owners to exercise the exemption/deferral process. Since the District has completed more than five years under the Municipal Water District Act, they may elect to use the alternative provisions as long as the rate remains the same. The following schedule is submitted for the coming year for your review and edit.

Adopt Resolution of Intention	November 2012
Mail Notice (Alternate provisions)	November 2012
Conduct Hearing & Adopt Charges	January 2013
Process Applications	January 2013 – July 15, 2013
Submit Charges	August 10, 2013

Several assumptions were used in preparing the schedule. The first assumption is that the current year rate (\$10/acre \$10/parcel) will remain the same. The second assumption is that the District will levy the charge based on the alternate provisions of the Municipal Water District Code sections. Third, the District will use the 21-day notice provision for mailing to property owners.

DBSI's proposed scope of work for the FY 13/14, FY 14/15 and FY 15/16 programs is based on the above and includes the following tasks:

- Public Notification (using the Alternative Procedures Act, only change of ownership and new APNs require mailed notice)
- Provide Public Hearing support
- Permanent compact disc record of preliminary and final charges

- Submit CDs containing charges to County and reconcile with County Auditor
- Respond to taxpayers' telephone inquiries
- Administration of requests for deferral/exemption/technical correction

PROPOSED SERVICES

While there are continued debates about Proposition 218’s provisions, existing standby charges (now referred to as assessments) can be renewed as long as the criteria are met and the rules followed. Following adoption of the Resolution of Intention by the Board of Directors, DBSI will prepare mailing data and coordinate with its sub-contractor for the proper notification of parcels within LVMWD (mailing only to new parcels and ownership changes). DBSI will continue to assist with telephone inquiries from property owners.

DBSI will coordinate with the Auditor Controller of Los Angeles County for submission of FY 13/14, FY 14/15 and FY 15/16 standby charges. DBSI will ensure the highest order of accuracy and provide ongoing liaison with the County. Following reconciliation of charges to the closed tax roll, DBSI will prepare an archive copy of FY 13/14, FY 14/15 and FY 15/16 charges on compact disc.

The proposed budget covers the next thirty-six months of standby charge administration services, commencing October 1, 2012 and ending September 30, 2015. While DBSI anticipates actual expenses will be below this budget, the cost of printing, mailing, compact disc, etc. may go up during the next 36 months.

PROPOSED BUDGET (36 months)

• A total of 300 hours, at rates listed on the attached schedule, for all billing categories, to respond to FY 12/13, FY 13/14 and FY 14/15 taxpayer inquiry and assist with FY 13/14, FY 14/15 and FY 15/16 Public Hearings, telephone support, and submitting FY 13/14, FY 14/15 and FY 15/16 standby charges to Auditor.	\$37,500
• Three mailings at \$4,000 each, an estimated 6,000 cards each*; preliminary proposed charges on compact disc and other reimbursable expenses; computer system (including maintenance, data, software and hardware usage for 36 months) @ \$500 per month.	30,000
TOTAL PROPOSED BUDGET (36 months) (October 1, 2012 – September 30, 2015)	\$67,500

*Cost estimate does not include postage because future postage costs are unknown. DBSI requests that Las Virgenes pay postage costs directly to U.S. Postal Service at the time of mailing. DBSI will completely coordinate and handle the postcard mailings for Las Virgenes.

In the event that Las Virgenes Municipal Water District does not levy standby charges, DBSI agrees to termination upon 30-day written notice from the District and appropriate compensation for services rendered up to said cancellation date.

Please call to discuss and firm up the schedule or with any questions that you might have regarding the scope or cost of services.

DBSI looks forward to continuing to provide the District with excellent standby charge administration service.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gregg A. Lowry". The signature is stylized with a large initial "G" and "L".

Gregg A. Lowry
President

EXHIBIT A

Datastream Business Solutions, Inc.

Rates and Charges

Effective 10/01/12 through 09/30/15

Federal I.D. Number 73-1681222

<u>Billing Category</u>	<u>Hourly Rate</u>
Principal	\$ 160
Associate	120
Associate/Systems Design	120
Programming	100
Research Assistant	80
Data Input	65
Word Processing	65

Reimbursable Expenses

Administrative Service Charge	\$10.00 per hour (based on Principals' billing hours)
Subconsulting	Actual Cost
Mileage	\$ 0.555 per mile
Express Delivery	Actual Cost
Printing	Actual Cost
Lodging	Actual Cost
Color Prints	\$.30 per page
Transparencies	\$1.60 per page
Other Expenses (directly related to project)	Actual Cost

Rates are reviewed annually in November.

DBSI reserves the right to adjust rates following notification to the district



October 9, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Uniform Services - Award of Bid

SUMMARY:

At the Board meeting of April 24, 2012, the Board of Directors rejected all bids for the award of the uniform services. The Board directed staff to request a three year fixed cost contract, and to rebid the contract at a later time. On August 22, 2012, staff bid this contract as directed, and bid proposals were requested to provide this service. Proposals were received and opened publicly on Tuesday, September 11, 2012.

RECOMMENDATION(S):

The Board of Directors authorize the General Manager to issue a three year contract, with two additional renewal options to Unifirst Corporation to provide uniform service at \$ 1,737 per month.

FINANCIAL IMPACT:

Total estimated annual cost to the district for uniform rental and cleaning services is \$21,000. Funds are available in the current budget and will be proposed in future budgets.

DISCUSSION:

Bid request were sent to nine service providers, five responses were received, reviewed and calculated at the monthly price as follows:

Aramark Uniform Services	\$1,685
Unifirst Corporation	\$1,737
Prudential Overall Supply	\$2,059
Cintas Corporation	\$2,311
Mission Linen Supply	\$3,352

Unifirst Corporation is the second lowest responsive service provider meeting the District specifications and requirements. After evaluating all the bid proposals and verifying references, staff recommends the uniform service contract be awarded to Unifirst Corporation.

Aramark Uniform Services is the lowest responsive bidder by \$52 per month from the proposed Unifirst prices. During the previous five years, Aramark has provided this service under a contract and currently provides this service on a month to month basis. However, Aramark has failed to improve their performance and continues to be unsatisfactory in providing presentable uniforms, error free invoicing and overall performance. Staff has not been successful in their attempt to work with Aramark's representatives who have promised to find permanent solutions to the many issues that have continued. Staff considers Aramark to be unqualified and therefore, undeserving of the award of this contract.

Prepared By: Carmen Ripley, Senior Buyer

ITEM 8B



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

MWD MEETING AGENDA

Board Meeting
Meeting with Board of Directors

October 9, 2012

11:30 a.m. -- Board Room

MWD Headquarters Building

700 N. Alameda Street

Los Angeles, CA 90012

1. Call to Order

(a) Invocation: (Guest)

(b) Pledge of Allegiance: Director Robert Wunderlich

2. Roll Call

3. Determination of a Quorum

4. Opportunity for members of the public to address the Board on matters within the Board's jurisdiction. (As required by Gov. Code § 54954.3(a))

5. OTHER MATTERS

- A. Approval of the Minutes of the Meeting for September 11, 2012. (A copy has been mailed to each Director) Any additions, corrections, or omissions
- B. Report on Directors' meetings attended at Metropolitan expense for month of September
- C. Approve committee assignments
- D. Chairman's Monthly Activity Report
- E. Approve employment contract for new Ethics Officer
5E Board Letter
- F. Compensation recommendation for General Manager, General Counsel, and General Auditor
5F Board Letter
- G. Report from Executive Committee on nominations
- H. Nomination and election of Board Chairman for two-year term effective January 1, 2013

6. DEPARTMENT HEADS' REPORTS

- A. General Manager's summary of Metropolitan's activities for the month of September
- B. General Counsel's summary of Legal Department activities for the month of September
- C. General Auditor's summary of activities for the month of September

ITEM 9A

D. Interim Ethics Officer's summary of activities for the month of September

7. CONSENT CALENDAR ITEMS - ACTION

7-1 Approve amendments to Metropolitan Water District Administrative Code regarding the Audit Department Charter. (A&E)

7-1 Board Letter and Attachments

7-2 Appropriate \$130,000; and authorize preliminary design to replace the heating, ventilating, and air conditioning system at Metropolitan's Water Quality Laboratory in La Verne (Approp. 15391). (E&O)

7-2 Board Letter and Attachments

7-3 Appropriate \$1.88 million; and authorize final design of two seismic upgrade projects at the Robert B. Diemer Water Treatment Plant

7-3 Board Letter and Attachments

7-4 Appropriate \$1.35 million; and authorize final design and construction to replace the Bixby Valve on the Second Lower Feeder (Approp. 15441). (E&O)

7-4 Board Letter and Attachments

7-5 Appropriate \$840,000; and award \$638,000 contract to Acuna Corp. to rehabilitate electrical transmission tower foundations at Danby Dry Lake (Approp. 15384). (E&O)

7-5 Board Letter and Attachments

7-6 Appropriate \$950,000; and authorize (1) Phase 1 of a program to rehabilitate the main pumps on the Colorado River Aqueduct; and (2) refurbishment of pump suction joint at Iron Mountain Pumping Plant (Approp. 15481). (E&O)

7-6 Board Letter and Attachments

(END OF CONSENT CALENDAR)

8. OTHER BOARD ITEMS - ACTION

8-1 Appropriate \$3.42 million; award \$1,912,990.78 procurement contract to Val-Matic Valve & Manufacturing; and authorize final design to replace filter valves at the Joseph Jensen Water Treatment Plant (Approp.15371). (E&O)

8-1 Board Letter and Attachments

8-2 Appropriate \$3.5 million; award two contracts to J. F. Shea Construction, Inc. in the amounts of \$798,000 and \$1,068,000; and authorize design to rehabilitate delivery pipeline supports at the Colorado River Aqueduct pumping plants (Approp. 15483). (E&O)

8-3 Approve the form of the amended and restated Purchase Orders; and authorize amendment of section 4122 of the Administrative Code. (F&I)

8-3 Board Letter and Attachments

9. BOARD INFORMATION ITEMS

None

10. FUTURE AGENDA ITEMS

11. ADJOURN MEETING TO TUESDAY, NOVEMBER 6, 2012 (due to Veterans Day holiday)

NOTE: At the discretion of the Board, all items appearing on this agenda and all committee agendas, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

Each agenda item with a committee designation will be considered and a recommendation may be made by one or more committees prior to consideration and final action by the full Board of Directors. The committee designation appears in parentheses at the end of the description of the agenda item e.g. (E&O, F&I). Committee agendas may be obtained from the Board Executive Secretary.

Writings relating to open session agenda items distributed to Directors less than 72 hours prior to a regular meeting are available for public inspection at Metropolitan's Headquarters Building and on Metropolitan's Web site <http://www.mwdh2o.com>.

Requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the Board Executive Secretary in advance of the meeting to ensure availability of the requested service or accommodation.

ITEM 9A