



Dedicated to Providing High-Quality Water Service in a Cost-Effective and Environmentally Sensitive Manner

OFFICERS

President

Jay Lewitt

Director, Division 5

Vice President

Leonard E. Polan

Director, Division 4

Secretary

Charles P. Caspary

Director, Division 1

Treasurer

Lynda Lo-Hill

Director, Division 2

Lee Renger

Director, Division 3

David W. Pedersen, P. E.

General Manager

W. Keith Lemieux

Counsel

HEADQUARTERS

4232 Las Virgenes Road

Calabasas, CA 91302

(818) 251-2100

Fax (818) 251-2109

WESTLAKE

FILTRATION PLANT

(818) 251-2370

Fax (818) 251-2379

TAPIA WATER

RECLAMATION FACILITY

(818) 251-2300

Fax (818) 251-2309

RANCHO LAS VIRGENES

COMPOSTING FACILITY

(818) 251-2340

Fax (818) 251-2349

www.LVMWD.com

MEMBER AGENCY OF THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

Glen D. Peterson

MWD Representative

Call and Notice of Special Meeting of the Board of Directors of Las Virgenes Municipal Water District

A Special Meeting of the Board of Directors of Las Virgenes Municipal Water District is hereby called and notice of said Special Meeting is hereby given for **5:00 p.m. on Tuesday, January 29, 2019**, at Las Virgenes Municipal Water District, 4232 Las Virgenes Road, Calabasas, California 91302 to consider the following:

1. Call to Order and Roll Call
2. Special Meeting of January 29, 2019 (Agenda attached)
3. Adjourn

By Order of the Board of Directors
JAY LEWITT, President

David W. Pedersen, P.E.
Deputy Secretary of the Board

c: Each Director

Dated: January 23, 2019



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

AGENDA
SPECIAL 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, complete a speakers' card, and hand it to the Clerk of the Board. Speakers will be recognized in the order the 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 also present comments on matters on the agenda; speakers for agendized items will be recognized at the time the item is called up for discussion.

Materials prepared by the District in connection with the 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 request to the Clerk of the Board.

5:00 PM

January 29, 2019

PLEDGE OF ALLEGIANCE

- 1 **CALL TO ORDER AND ROLL CALL**
- 2 **APPROVAL OF AGENDA**
- 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 **CONSENT CALENDAR**

Matters listed under the Consent Calendar are considered to be routine, non-controversial and normally approved with one motion. If discussion is requested by a member of the Board on any Consent Calendar item, or if a member of the public wishes to comment on an item, that item will be removed from the Consent Calendar for separate action.

A **List of Demands: January 29, 2019 (Pg. 6)**

Ratify

B **Minutes: Special Meeting of December 18, 2018 and Regular Meeting of January 8, 2019 (Pg. 45)**

Approve

C **Annual Supply and Delivery of Ferric Chloride: Renewal (Pg. 66)**

Authorize the General Manager to issue an annual purchase order to Miles Chemical Company, in the amount of \$91,487.25, with three one-year renewal options for the supply and delivery of ferric chloride.

D **Woolsey Fire Response and Recovery Effort: End of Emergency (Pg. 68)**

End the Declaration of Emergency due to the Woolsey Fire.

5 **ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS**

A **Legislative and Regulatory Updates (Pg. 71)**

B **Water Supply Conditions Update (Pg. 76)**

6 **TREASURER**

7 **BOARD OF DIRECTORS**

A **Phase 2 White Paper on Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions: Award (Pg. 78)**

Authorize the General Manager to execute a professional services agreement with Jacobs Engineering Group, Inc., in the amount of \$694,000; a Future Supply Actions Funding Program grant agreement with Metropolitan Water District of Southern California, in the amount of \$339,500; and a cooperative funding agreement among 12 public agency participants to collaboratively prepare a Phase 2 White Paper on tapping into available capacity in existing infrastructure to create water supply and water quality solutions.

B **ACWA/JPIA Board of Directors: Appointment of Representative and Alternate (Pg. 136)**

Nominate and appoint a representative and alternate to serve on the Board of Directors of the Association of California Water Agencies Joint Powers Insurance Authority.

- C **Consideration of Time Change for Regular Board Meetings (Pg. 138)**
Consider the additional information on live video-streaming of Board meetings and virtual customer participation; and, if desired, pass, approve and adopt proposed Resolution No. 2547, adjusting the time of the meetings from 5:00 p.m. to 9:00 a.m. on the second and fourth Tuesday of each month.

RESOLUTION NO. 2547

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (ADMINISTRATIVE CODE) AS IT RELATES TO THE TIME OF DISTRICT MEETINGS

(Reference is hereby made to Resolution No. 2545 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

8 **FINANCE AND ADMINISTRATION**

- A **Approval of Memorandum of Understanding with General and Office Units: January 1, 2019 through December 31, 2021 (Pg. 144)**
Authorize the General Manager to execute a Memorandum of Understanding with the Service Employees International Union, Local 721 (SEIU) General and Office Units for a term of January 1, 2019 through December 31, 2021.

9 **INFORMATION ITEMS**

- A **Emergency Preparedness for District Facilities (Pg. 180)**
- B **Claim by Vencislav Kurciski (Pg. 191)**

10 **NON-ACTION ITEMS**

- A **Organization Reports**
- B **Director's Reports on Outside Meetings**
- C **General Manager Reports**
 - (1) General Business
 - (2) Follow-Up Items
- D **Director's Comments**

11 **FUTURE AGENDA ITEMS**

12 **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

13 **CLOSED SESSION**

A **Conference with Labor Negotiator (Government Code Section 54957.6):**

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Manager; and Kristi Recchia, Liebert Cassidy Whitmore

Employee Organizations: General and Office Units represented by the Service Employees International Union Local 721

B **Conference with Labor Negotiator (Government Code Section 54957.6):**

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Manager; and Kristi Recchia, Liebert Cassidy Whitmore

Employee Organization: Las Virgenes Manager, Supervisor, Professional and Confidential Employees Association

14 **OPEN SESSION AND ADJOURNMENT**

Pursuant to Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and applicable federal rules and regulations, 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 Executive Assistant/Clerk of the Board in advance of the meeting to ensure availability of the requested service or accommodation. Notices, agendas, and public documents related to the Board meetings can be made available in appropriate alternative format upon request.

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: LYNDA LO-HILL, TREASURER

Payments for Board Meeting of: January 29, 2019

Deputy Treasurer has verified that all checks and wire transfers were issued in conformance with LVMWD Administrative Code Section 2-6.203.

Wells Fargo Bank A/C No. 4806-994448

Checks Nos. 80889 through 81075 were issued in the total amount of \$ 1,549,970.94

Payments through wire transfers as follows:

| | |
|-----------------|-----------------|
| Sub-Total Wires | \$ - |
| Total Payments | \$ 1,549,970.94 |

(Reference is hereby 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
01/29/19**

| Company Name | Company No. | Check No. 80889 thru 80954 01/08/19 | | Check No. 80955 thru 81021 01/15/19 | | Check No. 81022 thru 81075 01/22/19 | |
|---------------------------------|-------------|--|-------------------|--|--------|--|-------|
| | | Amount | Amount | Amount | Amount | Amount | Total |
| Potable Water Operations | 101 | 50,269.91 | 191,806.12 | 76,273.92 | | 318,349.95 | |
| Recycled Water Operations | 102 | | 405.36 | | | 405.36 | |
| Sanitation Operations | 130 | 1,982.50 | 7,079.02 | 65,488.00 | | 74,549.52 | |
| Potable Water Construction | 201 | | | 2,618.75 | | 2,618.75 | |
| Water Conservation Construction | 203 | | | | | | |
| Sani- Construction | 230 | | | | | | |
| Potable Water Replacement | 301 | 4,300.00 | | 1,236.00 | | 5,536.00 | |
| Reclaimed Water Replace | 302 | | | | | | |
| Sanitation Replacement | 330 | 1,650.00 | | | | 1,650.00 | |
| Internal Service | 701 | 95,136.37 | 77,101.70 | 101,835.20 | | 274,073.27 | |
| JPA Operations | 751 | 66,147.75 | 130,854.88 | 53,431.39 | | 250,434.02 | |
| JPA Construction | 752 | | | | | | |
| JPA Replacement | 754 | 62,820.07 | 5,320.00 | 554,214.00 | | 622,354.07 | |
| Total Printed | | 282,306.60 | 412,567.08 | 855,097.26 | | 1,549,970.94 | |

Voided Checks/payment stopped:

| | | | | |
|------------------|-------------------|-------------------|-------------------|---------------------|
| Net Total | 282,306.60 | 412,567.08 | 855,097.26 | 1,549,970.94 |
|------------------|-------------------|-------------------|-------------------|---------------------|

Batch Number - 268334

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 |
|----------------|--------------|----------------|--------------------------------------|--|-------------|-----------------|----------|--------|-----------|------------------|
| 80889 | 01/08/19 | 2317 | ACORN NEWSPAPER | LGLAD-TAPIA PRO AIR | PV | 161978 | 001 | 00701 | 246.00 | M-0794 |
| | | | | Payment Amount | | | | | 246.00 | |
| 80890 | 01/08/19 | 2321 | ACWA | 2019 ANNUAL DUES | PV | 161972 | 001 | 00701 | 22,560.00 | LVMWD-2019DUJE S |
| | | | | Payment Amount | | | | | 22,560.00 | |
| 80891 | 01/08/19 | 3835 | ADDICTION MEDICINE CONSULTANTS, INC. | EE DRUG TEST-10/18/18 | PV | 161984 | 001 | 00701 | 51.00 | 2502277 |
| | | | | Payment Amount | | | | | 51.00 | |
| 80892 | 01/08/19 | 18547 | AMTECH ELEVATOR SERVICES | CPU BOARD-OPS ELVTR | PV | 161906 | 001 | 00701 | 13,666.07 | DVAZ1067001 |
| | | | | Payment Amount | | | | | 13,666.07 | |
| 80893 | 01/08/19 | 2659 | AT&T | SRV 12/23/18-1/22/19 | PV | 161961 | 001 | 00101 | 165.13 | 2430/122318 |
| | | | | Payment Amount | | | | | 165.13 | |
| | | | | SRV 12/23/18-1/22/19 | PV | 161962 | 001 | 00101 | 159.39 | 7426/122318 |
| | | | | Payment Amount | | | | | 159.39 | |
| | | | | SRV 12/20/18-1/19/19 | PV | 161963 | 001 | 00101 | 45.53 | 2150/122018 |
| | | | | Payment Amount | | | | | 45.53 | |
| 80894 | 01/08/19 | 20424 | AT&T | RIV CO GEN DSL 11/11-12/10/18 | PV | 161964 | 001 | 00751 | 64.25 | 5778/121018 |
| | | | | Payment Amount | | | | | 64.25 | |
| 80895 | 01/08/19 | 7770 | AUTOMATIONDIR ECT.COM | POWER SUPPLIES LOOP ISOLATORS PANEL METERS | PV | 161994 | 001 | 00101 | 284.00 | 9425984 |
| | | | | Payment Amount | | | | | 284.00 | |
| | | | | SRV 161995 | PV | 161995 | 001 | 00101 | 348.00 | 9428540 |
| | | | | Payment Amount | | | | | 348.00 | |
| | | | | SRV 161996 | PV | 161996 | 001 | 00101 | 296.00 | 9431127 |
| | | | | Payment Amount | | | | | 296.00 | |
| 80896 | 01/08/19 | 21011 | AXALTA COATING SYSTEMS, LLC | YELLOW SFTY PAINT | PV | 161939 | 001 | 00701 | 626.11 | 7503396152 |
| | | | | Payment Amount | | | | | 626.11 | |

All Payee 21037 AXALTA COATING SYSTEMS, LLC

Batch Number - 268334

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 |
|--|--------------|----------------|--------------------------------------|---|-------------|-----------------|----------|--------|--|---|
| DEPT. 3490, P. O. BOX 3490 DUPAGE IL 60132-3490 | | | | | | | | | | |
| 80897 | 01/08/19 | 4373 | JOANNE BODENHAMER | Payment Amount EXP-CIS CONF 10/30~11/2/18 | PV | 161942 | 001 | 00701 | 626.11 66.01 | 110218 |
| 80898 | 01/08/19 | 20242 | CALABASAS HIGH SCHOOL ASB | Payment Amount '19 SOLAR CUP SPNSRSHP | PV | 161981 | 001 | 00101 | 2,500.00 | SOLARCUP/2019 |
| 80899 | 01/08/19 | 18107 | CAROLLO ENGINEERING, INC | Payment Amount P/E 11/30-PURE WTR DEMO | PV | 161923 | 001 | 00701 | 2,500.00 62,820.07 | 0173048 |
| 80900 | 01/08/19 | 18860 | CHEMTREAT, INC. | Payment Amount DEC'18 WTR TRMNT | PV | 161932 | 001 | 00701 | 607.68 | 2706180 |
| 80901 | 01/08/19 | 2539 | CITY OF SIMI VALLEY | Payment Amount PCH WTR 10/18~12/19/1 8 | PV | 161956 | 001 | 00101 | 607.68 366.55 | 0092782211 |
| 80902 | 01/08/19 | 2554 | COASTLINE EQUIPMENT | Payment Amount DIAGNOSE ENG LGHT-#709 | PV | 161968 | 001 | 00701 | 9,034.64 575.00 | 545457 |
| 80903 | 01/08/19 | 4596 | CONSOLIDATED ELECTRICAL DISTRIBUTORS | Payment Amount CABLE TIES | PV | 161927 | 001 | 00701 | 575.00 308.79 | 9009-783591 |
| 80904 | 01/08/19 | 7257 | DIRECTV, INC. | Payment Amount ELLS/HUBS/CVR S | PV | 161928 | 001 | 00701 | 314.69 | 9009-783488 |
| 80905 | 01/08/19 | 19025 | EMPIRE SAFETY & SUPPLY | Payment Amount WIRE WIRE ANL CHG-HQ TRAFFIC CONES | PV | 161929 | 001 | 00701 | 537.15 549.22 1,709.85 753.88 | 9009-783811 9009-783967 35638419215 |
| 80906 | 01/08/19 | 8923 | ENVIRONMENTAL | Payment Amount DRY | PV | 161938 | 001 | 00701 | 2,017.53 304.40 | 0097748-IN 1000535561 |

Batch Number - 268334

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|--|--|----|-----------------|----------|--------|---|--|
| 80907 | 01/08/19 | 2654 | EXPRESS, INC. FAMCON PIPE | CARTRIDGES Payment Amount FLNG/MLV/NPPL /PIPE | PV | 161909 | 001 | 00701 | 304.40 1,282.26 | 214430 |
| 80908 | 01/08/19 | 2658 | FEDERAL EXPRESS CORP | COUPLINGS Payment Amount 2 PKG DLVRD 12/20 & 21 PKG DLVRD 12/17 | PV | 161937 | 001 | 00701 | 19.46 1,301.72 49.76 16.34 | 214429 6-414-57953 6-407-97180 |
| 80909 | 01/08/19 | 21055 | FIRESTONE COMPLETE AUTO CARE BRIDGESTONE | Payment Amount 4 TIRES/ALIGN #866 | PV | 161912 | 001 | 00701 | 66.10 779.54 | 181497 |
| 80910 | 01/08/19 | 2664 | 21088 AIR PAYEE FIRESTONE COMPLETE AUTO CARE 1100 E. THOUSAND OAKS BLVD. THOUSAND OAKS CA 91362-2815 | Payment Amount SOLENOIDS | PV | 161997 | 001 | 00101 | 779.54 931.50 | 1196364 |
| 80911 | 01/08/19 | 6770 | G.I. INDUSTRIES | Payment Amount 12/1-12/15/18 SHOP BLDG 12/1-12/15/18 TAPIA RAGS DISP | PV | 161966 | 001 | 00701 | 931.50 812.35 568.26 | 2881243-0283-8 2530731-0283-7 |
| 80912 | 01/08/19 | 2701 | 6771 AIR PAYEE G.I. INDUSTRIES P. O. BOX 541065 LOS ANGELES CA 90054-1065 | Payment Amount BRSHS/BARRCD TAPE SPRAY PRIMER MARKING PAINTS PIPE CEMENT/BSHNGS ELECT MOTOR-WLK | PV | 161934 | 001 | 00701 | 1,380.61 956.63 159.78 1,100.61 77.84 297.79 | 9016852460 9021179305 9021179313 9025381766 9022514625 |

Batch Number - 268334

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | TY | Document Number | Key Item | Co | Amount | Invoice Number |
|----------------|--------------|--|------|--------------------------|----|-----------------|----------|-------|----------|----------------|
| 5453 | | GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001 | | | | | | | | |
| 80913 | 01/08/19 | 2705 HACH COMPANY | | CADMIUM COLUMN | PV | 162008 | 001 | 00701 | 223.26 | 11257154 |
| | | 6442 HACH COMPANY | | | | | | | 2,592.65 | |
| | | 2207 COLLECTIONS CENTER DR CHICAGO IL 60693 | | | | | | | 223.26 | |
| 80914 | 01/08/19 | 20982 HERC RENTALS INC. | | RPR PIPE & CLAMPS | PV | 161933 | 001 | 00701 | 2,871.10 | 30464473-001 |
| 80915 | 01/08/19 | 2727 IDEXX LABORATORIES | | | PV | 161988 | 001 | 00701 | 2,109.02 | 3040434263 |
| | | 6447 IDEXX LABORATORIES P. O. BOX 101327 ATLANTA GA 30392-1327 | | | | | | | 2,871.10 | |
| 80916 | 01/08/19 | 2997 J G TUCKER & SONS | | GAS MONITOR RPR PARTS | PV | 161991 | 001 | 00701 | 663.41 | 9856 |
| 80917 | 01/08/19 | 18054 L. NEWMAN DESIGN GROUP, INC. | | | PV | 161919 | 001 | 00701 | 3,700.00 | 129076 |
| 80918 | 01/08/19 | 2611 LA DWP | | | PV | 161958 | 001 | 00101 | 40.36 | 851260/122718 |
| | | 3352 LAS VIRGENES MUNICIPAL WATER DISTRICT | | | PV | 161943 | 001 | 00751 | 130.85 | 2080/121918 |
| | | L/S #2 11/14-12/11/1 8 | | | PV | 161944 | 001 | 00130 | 41.25 | 0570/121918 |
| | | L/S #1 11/14-12/11/1 8 | | | PV | 161945 | 001 | 00130 | 41.25 | 1775/121918 |

Batch Number - 268334
Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|----------------|-----------------------|----|-----------------|----------|--------|-----------|----------------|
| | | | | JED SMTH P/S | PV | 161946 | 001 | 00101 | 41.25 | 0254/121918 |
| | | | | 11/2-12/11/18 | | | | | | |
| | | | | BLDG#2 | PV | 161948 | 001 | 00701 | 314.65 | 2658/121918 |
| | | | | 11/6-12/14/18 | | | | | | |
| | | | | BLDG#7 | PV | 161949 | 001 | 00701 | 656.91 | 2656/121918 |
| | | | | 11/6-12/14/18 | | | | | | |
| | | | | FIRE PRTC#7 | PV | 161950 | 001 | 00701 | 7.50 | 2654/121918 |
| | | | | 11/6-12/14/18 | | | | | | |
| | | | | FIRE PRTC#8 | PV | 161951 | 001 | 00701 | 7.50 | 2650/121918 |
| | | | | 11/6-12/14/18 | | | | | | |
| | | | | HQ BLDG#8 | PV | 161952 | 001 | 00701 | 275.19 | 2647/121918 |
| | | | | 11/6-12/14/18 | | | | | | |
| | | | | HQ BLDG#1 | PV | 161953 | 001 | 00101 | 263.72 | 2620/121918 |
| | | | | 11/6-12/14/18 | | | | | | |
| | | | | RLV | PV | 161954 | 001 | 00751 | 344.44 | 2090/121918 |
| | | | | 11/6-12/14/18 | | | | | | |
| | | | | TAPIA | PV | 161955 | 001 | 00751 | 673.04 | 1760/121918 |
| | | | | 11/6-12/13/18 | | | | | | |
| | | | | Payment Amount | | | | | 2,797.55 | |
| 80920 | 01/08/19 | 2789 | LIEBERT | SEIU | PV | 161924 | 001 | 00701 | 3,910.00 | 1470200 |
| | | | CASSIDY | NGTN'18-P/E | | | | | | |
| | | | WHITMORE | 11/30/18 | | | | | | |
| | | | | MPC | PV | 161925 | 001 | 00701 | 782.00 | 1470201 |
| | | | | NGTN'18-P/E | | | | | | |
| | | | | 11/30/18 | | | | | | |
| | | | | Payment Amount | | | | | 4,692.00 | |
| 80921 | 01/08/19 | 2814 | MCMMASTER-CARR | NIJTS/BOLTS/BA | PV | 161969 | 001 | 00101 | 120.71 | 81511127 |
| | | | SUPPLY CO | TTERIES | | | | | | |
| | | | | 3197 MC MASTER-CARR | | | | | | |
| | | | | P. O. BOX 7690 | | | | | | |
| | | | | CHICAGO IL 60680-7690 | | | | | | |
| | | | | Payment Amount | | | | | 120.71 | |
| 80922 | 01/08/19 | 20949 | WILLIAM J. | MLG-ACWA CONF | PV | 161941 | 001 | 00701 | 164.60 | 112918 |
| | | | MCDERMOTT | 11/27-29 | | | | | | |
| | | | | Payment Amount | | | | | 164.60 | |
| 80923 | 01/08/19 | 20994 | MICHAEL | MLG-ACWA CONF | PV | 161947 | 001 | 00701 | 137.93 | 112918 |
| | | | MCONUTT | 11/27-11/29/18 | | | | | | |
| | | | | 8 | | | | | | |
| | | | | Payment Amount | | | | | 137.93 | |
| 80924 | 01/08/19 | 20973 | MERRIMAC | 4,385 GAL | PV | 161898 | 001 | 00701 | 15,718.01 | 2184638 |

Batch Number - 268334

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|---|---|----|-----------------|----------|--------|---------------------------------|--------------------|
| 80925 | 01/08/19 | 3755 | ENERGY GROUP | CLEAR DIESEL Payment Amount AMMS ANL SPRT 1/1-12/31/19 | PV | 161915 | 001 | 00701 | 15,718.01 13,995.00 | 25654 |
| 80926 | 01/08/19 | 14922 | MICROWEST SOFTWARE SYSTEMS, INC. | Payment Amount 9.1 T FERRIC CHLORIDE | PV | 161897 | 001 | 00701 | 13,995.00 4,950.78 | 546850 |
| 80927 | 01/08/19 | 5736 | MISCO WATER | Payment Amount EDI DIFFUSERS EDI DIFFUSERS | PV | 162007 | 001 | 00701 | 4,950.78 22,784.76 670.00 | 13349SW 13349SW |
| 80928 | 01/08/19 | 2839 | MOTION INDUSTRIES, INC. | Payment Amount SHEAVES | PV | 161904 | 001 | 00701 | 23,454.76 92.14 | CA22-637829 |
| | | | Alt Payee 10317 MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074 | SHEAVES | PV | 161905 | 001 | 00701 | 136.33 | CA22-637888 |
| 80929 | 01/08/19 | 2846 | NATIONAL PLANT SERVICES INC | Payment Amount CLEAN STORM DRAINS-RLV | PV | 161911 | 001 | 00701 | 228.47 6,875.00 | 14400 |
| 80930 | 01/08/19 | 16687 | NEWBURY PARK TREE SERVICE, INC. | Payment Amount CLEAR TREES FROM ESMNT | PV | 161982 | 001 | 00130 | 6,875.00 1,450.00 | 12138 |
| 80931 | 01/08/19 | 20604 | NOAH'S CLEANERS, INC. | Payment Amount CLEAN TABLECLOTHS | PV | 161985 | 001 | 00701 | 1,900.00 35.00 | 3744 |
| 80932 | 01/08/19 | 5738 | OAKS CHRISTIAN SCHOOL | Payment Amount '19 SOLAR CUP SPNSRSHIP | PV | 161980 | 001 | 00101 | 35.00 4,000.00 | SOLARCUP/2019 |
| 80933 | 01/08/19 | 16372 | OLIN | Payment Amount 4,906 GAL | PV | 161902 | 001 | 00701 | 4,000.00 3,952.12 | 2613397 |

Batch Number - 268334

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Sub Message | Ty | Document Number | Key Itm | Key Co | Amount | Invoice Number |
|--|--------------|----------------|---------------|---------------------|----|-----------------|---------|--------|----------|----------------|
| CORPORATION - HYPOCHLORITE | | | | | | | | | | |
| CHLORALKALI | | | | | | | | | | |
| All Payee 16373 OLIN CORPORATION - CHLORALKALI | | | | | | | | | | |
| P.O. BOX 402766 | | | | | | | | | | |
| ATLANTA GA 30384-2766 | | | | | | | | | | |
| 80934 | 01/08/19 | 20581 | PERFECT FIT | KEYBRD. | PV | 161986 | 001 | 00701 | 504.66 | 1400 |
| ERGONOMICS TRAY&INSTALL | | | | | | | | | | |
| Payment Amount 7,954.18 | | | | | | | | | | |
| 80935 | 01/08/19 | 3110 | GLEN PETERSON | MWD REP | PV | 161920 | 001 | 00701 | 1,320.00 | 1 |
| FEES-12/10-18 | | | | | | | | | | |
| Payment Amount 1,320.00 | | | | | | | | | | |
| 80936 | 01/08/19 | 2889 | POLLARD WATER | CORETAKER | PV | 161990 | 001 | 00751 | 500.54 | 0126383 |
| Payment Amount 500.54 | | | | | | | | | | |
| 80937 | 01/08/19 | 13645 | PSOMAS | SRV-NOV'18 RE | PV | 161913 | 001 | 00701 | 600.00 | 147643 |
| STDBY | | | | | | | | | | |
| Payment Amount 600.00 | | | | | | | | | | |
| 80938 | 01/08/19 | 2902 | QUINN POWER | FUEL SNDNG | PV | 161967 | 001 | 00701 | 1,673.13 | WON10011103 |
| SYSTEM | | | | | | | | | | |
| Payment Amount 1,673.13 | | | | | | | | | | |
| 80939 | 01/08/19 | 17174 | ROTH STAFFING | TEMP SRV W/E | PV | 161922 | 001 | 00701 | 768.00 | 13675703 |
| COMPANIES, LP | | | | | | | | | | |
| Payment Amount 768.00 | | | | | | | | | | |
| 80940 | 01/08/19 | 6766 | SAWYER | 2,001.4 GAL | PV | 161899 | 001 | 00701 | 6,072.13 | V136375-1 |
| PETROLEUM | | | | | | | | | | |
| Payment Amount 2,345.96 | | | | | | | | | | |
| 80941 | 01/08/19 | 20898 | SDI PRESENCE | P/E 11/30 ERP | PV | 161914 | 001 | 00701 | 525.00 | 1718 |
| LLC | | | | | | | | | | |
| Payment Amount 9,877.24 | | | | | | | | | | |
| All Payee 20936 SDI PRESENCE LLC | | | | | | | | | | |
| 29290 NETWORK PLACE | | | | | | | | | | |
| CHICAGO IL 60673-1292 | | | | | | | | | | |
| 80942 | 01/08/19 | 19169 | SJM | MARS REMOTE | PV | 161992 | 001 | 00701 | 172.50 | 244365 |
| Payment Amount 525.00 | | | | | | | | | | |

Batch Number - 268334
Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Document Ty | Document Number | Key firm | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|-----------------------------------|------------------------|-------------|-----------------|----------|--------|----------|----------------|
| | | | INDUSTRIAL RADIO | ASSIST | | | | | | |
| 80943 | 01/08/19 | 16120 | SOIL CONTROL LAB | Payment Amount | PV | 161989 | 001 | 00751 | 172.50 | 8110639 |
| | | | | COMPOST TESTING | | | | | 349.00 | |
| 80944 | 01/08/19 | 2955 | SOUTH COAST AIR QUALITY MGMT DIST | Payment Amount | PV | 161974 | 001 | 00101 | 349.00 | 3378313 |
| | | | | ANL ICE #164911 LV2 | | | | | 406.79 | |
| | | | | EMSN FEE #164911 LV2 | PV | 161975 | 001 | 00101 | 131.79 | 3381526 |
| | | | | Payment Amount | | | | | 538.58 | |
| 80945 | 01/08/19 | 2958 | SOUTHERN CALIFORNIA GAS CO | CONDUIT 11/20-12/20/18 | PV | 161960 | 001 | 00101 | 14.79 | 8400/122618 |
| | | | | Payment Amount | | | | | 14.79 | |
| 80946 | 01/08/19 | 9092 | THE BANK OF NEW YORK MELLON | ADM FEE-DEC'18-NO V'19 | PV | 161965 | 001 | 00330 | 1,650.00 | 252-2164186 |
| | | | | Payment Amount | | | | | 1,650.00 | |
| 80947 | 01/08/19 | 19681 | THE PUN GROUP, LLP | FINAL-AUDIT 17/18 | PV | 161926 | 001 | 00701 | 3,641.05 | 111880 |
| | | | | Payment Amount | | | | | 3,641.05 | |
| 80948 | 01/08/19 | 2436 | VINCE BARNES AUTOMOTIVE | BRKS/ROTORs-# 908 | PV | 161890 | 001 | 00701 | 604.96 | 023640 |
| | | | | Payment Amount | | | | | 604.96 | |
| | | | | RPLC STARTER-#890 | PV | 161891 | 001 | 00701 | 469.16 | 023642 |
| | | | | SRV/LEAF SPRNG | PV | 161892 | 001 | 00701 | 207.62 | 023643 |
| | | | | SPCR-#904 FULL | PV | 161893 | 001 | 00701 | 712.33 | 023646 |
| | | | | SRV/VEH#868 | PV | 161894 | 001 | 00701 | 587.93 | 023649 |
| | | | | RPLC ACTUATOR/SRV-#866 | | | | | | |
| | | | | OIL/FLTRS/BEL TS-#894 | PV | 161895 | 001 | 00701 | 272.25 | 023650 |
| | | | | REBLD CARBUATOR-#11 | PV | 161896 | 001 | 00701 | 362.17 | 023655 |
| | | | | Payment Amount | | | | | 3,216.42 | |

Batch Number - 268334

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key | Item | Co | Amount | Invoice Number |
|----------------|--------------|----------------|--|--|----|-----------------|-----|-------|-----------|-----------|----------------|
| 80949 | 01/08/19 | 19685 | W. LITTEN INC. | ERSN CNTRL 12/10-14 | PV | 161916 | 001 | 00701 | | 4,003.58 | 18089 |
| | | | | SPRYFLD 12/17-12/21/1 | PV | 161917 | 001 | 00701 | | 4,711.20 | 18090 |
| | | | | 8 SPRYFLD 12/24-12/28/1 | PV | 161918 | 001 | 00701 | | 2,972.84 | 18093 |
| | | | | 8 Payment Amount PCH WTR 11/20-12/18/1 | PV | 161959 | 001 | 00101 | 11,687.62 | 12,737.13 | 1716710 |
| 80950 | 01/08/19 | 3025 | WATER & SANITATION SRV/VENTURA COUNTY | Payment Amount TAPIA EFFLNT-8K0611 | PV | 161882 | 001 | 00701 | 12,737.13 | 287.64 | W8L0818-LV |
| 80951 | 01/08/19 | 18914 | WECK LABORATORIES, INC. | 2 MALIBU CRK-8K06109 TAPIA INFLNT-8K0611 | PV | 161883 | 001 | 00701 | | 2,399.40 | W8L0860-LV |
| | | | | 4 UCMR4-8G25072 WLK-8K30143 COPPER/LEAD-8 K20076 | PV | 161885 | 001 | 00701 | | 1,700.00 | W8L0869-LV |
| | | | | COPPER/LEAD-8 K27046 | PV | 161886 | 001 | 00701 | | 1,030.20 | W8L1057-LV |
| | | | | COPPER/LEAD-8 K20076 | PV | 161887 | 001 | 00701 | | 71.40 | W8L1299-LV |
| | | | | COPPER/LEAD-8 K27046 | PV | 161888 | 001 | 00701 | | 28.56 | W8L1371-LV |
| | | | | WLK-8K15058 WLK | PV | 161889 | 001 | 00701 | | 54.06 | W8L1293-LV |
| | | | | RES-8K15057 TAPIA | PV | 161998 | 001 | 00701 | | 95.00 | W8L1291-LV |
| | | | | GRNDWTR-8L041 53 | PV | 161999 | 001 | 00701 | | 7.14 | W8L1576-LV |
| | | | | TAPIA GRNDWTR-8K150 | PV | 162000 | 001 | 00701 | | 73.44 | W8L1294-LV |
| | | | | 60 COPPER/LEAD-8 K06116 | PV | 162001 | 001 | 00701 | | 199.92 | W8L1278-LV |
| | | | | COPPER/LEAD-8 K06115 | PV | 162002 | 001 | 00701 | | 185.64 | W8L1277-LV |

Batch Number - 266334

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | TY | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|-----------------------------|---|----|-----------------|----------|--------|------------|----------------|
| 80952 | 01/09/19 | 3047 | WESCO DISTRIBUTION, INC. | QTRLY-TTHMHA A5-8K20078 COPPER/LEAD-8 K15061 FAST WTR CT-8K20075 Payment Amount CIRCUIT TRCR | PV | 162003 | 001 | 00701 | 775.20 | W8L1055-LV |
| | | | | | | | | | 1,113.62 | 850591 |
| | | | | | | | | | 684.70 | 851584 |
| | | | | | | | | | 1,798.32 | |
| 80953 | 01/08/19 | 3048 | WEST COAST AIR CONDITIONING | PM/FLTRS-WLK PMP | PV | 161931 | 001 | 00701 | 358.34 | S97430 |
| 80954 | 01/08/19 | 21170 | JASON WILSON | Payment Amount MLG-CAPPO SMNR 12/18/18 | PV | 161940 | 001 | 00701 | 50.88 | 121818 |
| | | | | | | | | | 50.88 | |
| | | | | | | | | | 282,306.60 | |
| | | | | | | | | | | 66 |

Batch Number - 268429
Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Item | Key Co | Amount | Invoice Number |
|--|--------------|----------------|------------------------|---|----|-----------------|------|--------|--------------------------------|-----------------------------|
| 80955 | 01/15/19 | 8680 | ADS, LLC | DEC'18 FLW MNTG | PV | 162013 | 001 | 00701 | 725.00 | 22085.22-1218 |
| 80956 | 01/15/19 | 3077 | AIRGAS USA, LLC | DEC'18 FLW MNTG Payment Amount LOCKOUT TAGS | PV | 162021 | 001 | 00701 | 2,175.00 2,900.00 360.26 | 22085.22-1218 9083726713 |
| | | | | LAB SAFETY EQUIP | PV | 162022 | 001 | 00701 | 609.38 | 9083664204 |
| | | | | NITRO PURGE-DGSTR 1 | PV | 162053 | 001 | 00701 | 5,836.95 | 9083288309 |
| | | | | TRAILER RENT-NITRO PURGE | PV | 162054 | 001 | 00701 | 175.86 | 9083182919 |
| <p>All Payee AIRGAS USA, LLC P. O. BOX 7423 PASADENA CA 91109-7423</p> | | | | | | | | | | |
| 80957 | 01/15/19 | 18160 | ARC IMAGING RESOURCES | PLOTTER CARTRIDGES | PV | 162150 | 001 | 00701 | 612.43 | 872649 |
| | | | | CR-#868625 | PD | 162151 | 001 | 00701 | 185.68- | 868825CM |
| | | | | CR-#847994 | PD | 162152 | 001 | 00701 | 143.42- | 847994CM |
| | | | | CR-#859976 | PD | 162153 | 001 | 00701 | 272.33- | 859976CM |
| 80958 | 01/15/19 | 20923 | B&H PHOTO VIDEO | HP DESIGN JET Z2600 | PV | 162142 | 001 | 00701 | 1,195.00 | 152105104 |
| 80959 | 01/15/19 | 19893 | STEVEN BAIRD | MLG-WTR EDU MTG 12/10&11 | PV | 162050 | 001 | 00701 | 111.18 | 121118 |
| 80960 | 01/15/19 | 21056 | BATTERY SYSTEMS INC | BATTERIES-#90 2 & 904 | PV | 162141 | 001 | 00701 | 252.71 | 4654695 |
| 80961 | 01/15/19 | 18071 | BLUE DIAMOND MATERIALS | 2.48 TN FINE SAND | PV | 162144 | 001 | 00701 | 191.35 | 1396718 |
| 80962 | 01/15/19 | 15635 | BRENTAG | ANTI FOAM | PV | 162055 | 001 | 00701 | 3,981.42 | BP1904107 |

Batch Number - 268429

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key | Amount | Invoice Number |
|---|--------------|----------------|--|---|----|-----------------|-----------|--------------------|------------------|
| | | | | | | | Lim Co | | |
| PACIFIC, INC. | | | | | | | | | |
| 80963 | 01/15/19 | 2964 | CA DEPARTMENT OF TAX&FEE ADMINISTRATIO N | Payment Amount UNDERGRND TNK FEE-2018 | PV | 162155 | 001 00701 | 3,981.42 569.60 | 44-008690/2018 |
| 80964 | 01/15/19 | 4490 | CALIFORNIA WATER EFFICIENCY PARTNERSHIP | Payment Amount REG-CONFERENC E 2018 | PV | 162100 | 001 00701 | 200.00 | P2P201805 |
| 80965 | 01/15/19 | 20797 | CHRIS MOBILE TIRE SERVICE | Payment Amount NEW TIRE/PF TRK#847 | PV | 162114 | 001 00701 | 619.01 | 623079 |
| 80966 | 01/15/19 | 3172 | CITY CLERKS ASSOCIATION OF CA. | Payment Amount 2019 MBRSHIP J GUZMAN | PV | 162099 | 001 00701 | 160.00 | 919 |
| 80967 | 01/15/19 | 19270 | COMMUNICATION S RELAY, LLC | Payment Amount JAN'19 SITE RENT SCADA | PV | 162117 | 001 00101 | 160.00 983.74 | 54736 |
| 80968 | 01/15/19 | 2565 | CONEJO AWARDS | Payment Amount BRDMBR MTL PLATES | PV | 162101 | 001 00701 | 64.35 | 10385 |
| 80969 | 01/15/19 | 15755 | CORE & MAIN LP | Payment Amount RCPO PLATES & BADGE | PV | 162102 | 001 00701 | 49.25 113.60 | 10290 J936499 |
| All Payee 15948 CORE & MAIN LP P. O. BOX 28330 ST. LOUIS MO 63146 | | | | | | | | | |
| 80970 | 01/15/19 | 20633 | HAMISH CRAIG | Payment Amount RFND BAL-CLOSED A/C | PV | 162085 | 001 00101 | 1,316.82 19.42 | 056791 |
| 80971 | 01/15/19 | 20643 | CSI SERVICES, INC. | Payment Amount INSP SRV-CLRF 10/10-11/7 | PV | 162066 | 001 00701 | 19.42 5,320.00 | 8679 |

Batch Number - 268429

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Document Ty | Document Number | Key | Key | Amount | Invoice Number |
|----------------|--------------|----------------|---------------------------|--|-------------|-----------------|-----|-------|-----------|----------------|
| 80972 | 01/15/19 | 8836 | CUSTOMGUIDE.C OM | ONLN TRNG 2/1/19--1/31/2 0 | PV | 162116 | 001 | 00701 | 2,495.00 | 24366 |
| | | | | Payment Amount | | | | | 2,495.00 | |
| 80973 | 01/15/19 | 16364 | D&H WATER SYSTEMS INC. | HYPHOCHLORIDE PUMPS | PV | 162014 | 001 | 00701 | 23,766.59 | I 2018-1300 |
| | | | | Payment Amount | | | | | 23,766.59 | |
| 80974 | 01/15/19 | 2601 | DELL COMPUTER CORP | 5-COMPUTERS/M ONITORS | PV | 162052 | 001 | 00701 | 7,609.93 | 10285614094 |
| | | | | Payment Amount | | | | | 7,609.93 | |
| | | | All Payee | 7819 DELL MARKETING LP P.O. BOX 910916 PASADENA CA 91110-0916 | | | | | | |
| 80975 | 01/15/19 | 20685 | DOCUMENT SYSTEMS INC | 11/24--12/23/1 8 CANON MNT-CS | PV | 162146 | 001 | 00701 | 95.51 | 81511 |
| | | | | Payment Amount | | | | | 95.51 | |
| 80976 | 01/15/19 | 2655 | FERGUSON ENTERPRISES | AIR VACS | PV | 162017 | 001 | 00701 | 10,562.37 | 0658217 |
| | | | | Payment Amount | | | | | 10,562.37 | |
| | | | All Payee | 3207 FERGUSON ENTERPRISES, INC. #1083 P. O. BOX 740827 LOS ANGELES CA 90074-0827 | | | | | | |
| 80977 | 01/15/19 | 2660 | FISHER SCIENTIFIC | RUBBER/AIR VAC PARTS ANGLES/SIR VAC ASSY | PV | 162018 | 001 | 00701 | 3,986.66 | 0658214-1 |
| | | | | Payment Amount | | | | | 3,986.66 | |
| | | | All Payee | 3202 FISHER SCIENTIFIC FILE #50129 LOS ANGELES CA 90074-0129 | | | | | | |
| 80978 | 01/15/19 | 21175 | ART FRANCIS | INDICATORS AUTOCLAVE BAGS | PV | 162123 | 001 | 00701 | 172.58 | 5027725 |
| | | | | Payment Amount | | | | | 172.58 | |
| | | | All Payee | 21175 ART FRANCIS | | | | | | |
| 80979 | 01/15/19 | 21176 | ANTONIO FUCCI | RFND BAL-CLOSED A/C | PV | 162086 | 001 | 00101 | 300.00 | 026986 |
| | | | | Payment Amount | | | | | 300.00 | |
| | | | All Payee | 21176 ANTONIO FUCCI | | | | | | |
| | | | | Payment Amount | | | | | 74.68 | 045934 |

Batch Number - 268429

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|-----------------------|----------------------|----|-----------------|----------|--------|----------|----------------|
| | | | | BAL-CLOSED | | | | | | |
| | | | | A/C | | | | | | |
| | | | | Payment Amount | | | | | 74.68 | |
| 80980 | 01/15/19 | 21178 | GARY FULTHEIM | RFND | PV | 162089 | 001 | 00101 | 656.56 | 013641 |
| | | | | BAL-CLOSED | | | | | | |
| | | | | A/C | | | | | | |
| | | | | Payment Amount | | | | | 656.56 | |
| 80981 | 01/15/19 | 19350 | TRAVIS GARMAN | MLG-CIS CONF | PV | 162154 | 001 | 00701 | 35.10 | 110218 |
| | | | | 10/29--11/2/18 | | | | | | |
| | | | | Payment Amount | | | | | 35.10 | |
| 80982 | 01/15/19 | 2701 | GRAINGER, INC. | VACUUM MOTORS | PV | 162121 | 001 | 00701 | 176.65 | 9026378316 |
| | | | | DRY ERASE | PV | 162122 | 001 | 00701 | 290.30 | 9023937973 |
| | | | | BRD/TIE DOWNS | | | | | | |
| | | | | Payment Amount | | | | | 466.95 | |
| 80983 | 01/15/19 | 2705 | HACH COMPANY | CHLORINE | PV | 162148 | 001 | 00701 | 157.79 | 11236281 |
| | | | | Payment Amount | | | | | 157.79 | |
| 80984 | 01/15/19 | 8952 | HOUSE SANITARY SUPPLY | TOWELS | PV | 162020 | 001 | 00701 | 459.37 | 209480-02 |
| | | | | Payment Amount | | | | | 459.37 | |
| 80985 | 01/15/19 | 10102 | INFOSEND INC. | ENVELOPES | PV | 162145 | 001 | 00701 | 102.57 | 146382 |
| | | | | Payment Amount | | | | | 102.57 | |
| 80986 | 01/15/19 | 21179 | CHARLES E. IRVING | RFND | PV | 162090 | 001 | 00101 | 7.76 | 014052 |
| | | | | BAL-CLOSED | | | | | | |
| | | | | A/C | | | | | | |
| | | | | Payment Amount | | | | | 7.76 | |
| 80987 | 01/15/19 | 21174 | VENCISLAV KURCISKI | CLAIM-MAIN | PV | 162105 | 001 | 00101 | 1,400.00 | CLAIM/AUG'18 |
| | | | | BREAK 8/18 | | | | | | |
| | | | | Payment Amount | | | | | 1,400.00 | |
| 80988 | 01/15/19 | 3038 | LARRY WALKER & ASSOC | P/E 11/30 | PV | 162010 | 001 | 00701 | 3,303.00 | 00532.02-12 |
| | | | | TAPIA CHL STDY | | | | | | |

Batch Number - 268429
Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item Co | Amount | Invoice Number |
|----------------|--------------|----------------|---------------------------------------|--------------------------------|----|-----------------|-------------|------------|----------------|
| 80989 | 01/15/19 | 3352 | LAS VIRGENES MUNICIPAL WATER DISTRICT | EQS TNK 11/28--12/27/1 8 | PV | 162125 | 001 00101 | 41.25 | 0896/010219 |
| | | | | WLK FLT 11/28--12/28/1 8 | PV | 162126 | 001 00101 | 266.31 | 0909/010219 |
| | | | | WLK FLT 11/28--12/28/1 8 | PV | 162127 | 001 00101 | 128.26 | 0907/010219 |
| | | | | MORRSN P/S 11/28--12/27/1 8 | PV | 162128 | 001 00751 | 19.08 | 0331/010219 |
| | | | | IND HILLS 11/28--12/27/1 8 | PV | 162129 | 001 00751 | 19.08 | 0558/010219 |
| | | | | BD#7/RW 11/27--12/26/1 8 | PV | 162130 | 001 00701 | 163.77 | 2655/010219 |
| | | | | BD#8/RW 11/27--12/26/1 8 | PV | 162131 | 001 00701 | 231.11 | 2652/010219 |
| | | | | RWPS 11/27--12/26/1 8 | PV | 162132 | 001 00701 | 97.74 | 2645/010219 |
| | | | | BD#8/RECL 11/27--12/26/1 8 | PV | 162133 | 001 00701 | 155.34 | 2646/010219 |
| 80990 | 01/15/19 | 2761 | LAS VIRGENES UNIFIED SCHOOL DISTRICT | EDU GRANT-FY18-19 | PV | 162098 | 001 00101 | 107,000.00 | 5285 |
| 80990 | 01/15/19 | 21172 | LINEGEAR FIRE & RESCUE EQUIPMENT | WILDFIRE STRK TEAM BAG | PV | 162047 | 001 00701 | 3,137.37 | 28831 |
| 80992 | 01/15/19 | 21177 | E LOPATIN | RFND BAL-CLOSED | PV | 162088 | 001 00101 | 103.08 | 013280 |

3,303.00

1,121.94

107,000.00

3,137.37

Batch Number - 268429

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|--|---|----|-----------------|----------|--------|----------------------------------|------------------------------|
| 80993 | 01/15/19 | 2814 | MCMMASTER-CARR SUPPLY CO | Payment Amount PVC PIPE | PV | 162108 | 001 | 00751 | 103.08 327.55 | 81979566 |
| | | | | FOAM INSULATION | PV | 162109 | 001 | 00751 | 17.48 | 82116510 |
| | | | | CITRIC INJCTN FTNGS | PV | 162113 | 001 | 00751 | 137.11 | 81495605 |
| | | | All Payee | | | | | | | |
| | | | 3197 MC MASTER-CARR P. O. BOX 7690 CHICAGO IL 60680-7690 | Payment Amount RFND BAL-CLOSED | PV | 162091 | 001 | 00101 | 482.14 22.00 | 014065 |
| 80994 | 01/15/19 | 21180 | DAVE MERCER | A/C | | | | | | |
| 80995 | 01/15/19 | 20772 | NATIONAL PAYMENT CORP. | Payment Amount DEC'18 ELECT PAYSTUBS | PV | 162139 | 001 | 00701 | 22.00 70.63 | 761207 |
| 80996 | 01/15/19 | 20606 | OFFBEAT PRODUCTIONS, INC. | Payment Amount WOOLSEY FIRE T-SHIRTS | PV | 162048 | 001 | 00701 | 1,123.98 | 1327255 |
| 80997 | 01/15/19 | 2302 | OFFICE DEPOT | Payment Amount RESTROOM SIGN DOC | PV | 162056 | 001 | 00701 | 1,123.98 18.60 43.16 | 238526641001 249610189001 |
| | | | | CVRS/STAPLES TONER/MISC OFF SUPPLIES PLANNERS/CALE NDARS PLANNERS | PV | 162058 | 001 | 00701 | 331.10 | 249608176001 |
| | | | | Payment Amount PORTRAIT-L LO-HILL | PV | 162059 | 001 | 00701 | 1,404.48 54.15 | 238538810001 238538810002 |
| 80998 | 01/15/19 | 9481 | PALIMOR STUDIOS | Payment Amount PORTRAIT-L LO-HILL | PV | 162060 | 001 | 00701 | 1,851.50 366.80 | 103975 |
| 80999 | 01/15/19 | 20660 | PAYLESS SMOG CENTER | Payment Amount 2018 SMOG TEST-VEH#870 2018 SMOG TEST-VEH#325 2018 SMOG | PV | 162024 | 001 | 00701 | 69.70 69.70 59.70 69.70 | 136278 136285 136290 |

Batch Number - 268429

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|------|----------------------|----|-----------------|----------|--------|----------|----------------|
| | | | | TEST-VEH#902 | | | | | | |
| | | | | 2018 SMOG | PV | 162027 | 001 | 00701 | 69.70 | 138293 |
| | | | | TEST-VEH#896 | | | | | | |
| | | | | 2018 SMOG | PV | 162028 | 001 | 00701 | 79.70 | 138295 |
| | | | | TEST-VEH#816 | | | | | | |
| | | | | 2018 SMOG | PV | 162029 | 001 | 00701 | 69.70 | 138243 |
| | | | | TEST-VEH#857 | | | | | | |
| | | | | 2018 SMOG | PV | 162030 | 001 | 00701 | 79.70 | 138311 |
| | | | | TEST-VEH#817 | | | | | | |
| | | | | 2018 SMOG | PV | 162031 | 001 | 00701 | 69.70 | 138316 |
| | | | | TEST-VEH#897 | | | | | | |
| | | | | 2018 SMOG | PV | 162032 | 001 | 00701 | 69.70 | 138322 |
| | | | | TEST-VEH#317 | | | | | | |
| | | | | 2018 SMOG | PV | 162033 | 001 | 00701 | 59.70 | 138329 |
| | | | | TEST-VEH#324 | | | | | | |
| | | | | 2018 SMOG | PV | 162034 | 001 | 00701 | 69.70 | 138368 |
| | | | | TEST-VEH#868 | | | | | | |
| | | | | 2018 SMOG | PV | 162035 | 001 | 00701 | 69.70 | 138389 |
| | | | | TEST-VEH#899 | | | | | | |
| | | | | 2018 SMOG | PV | 162036 | 001 | 00701 | 69.70 | 138400 |
| | | | | TEST-VEH#866 | | | | | | |
| | | | | 2018 SMOG | PV | 162037 | 001 | 00701 | 69.70 | 138403 |
| | | | | TEST-VEH#815 | | | | | | |
| | | | | 2018 SMOG | PV | 162038 | 001 | 00701 | 79.70 | 138404 |
| | | | | TEST-VEH#877 | | | | | | |
| | | | | 2018 SMOG | PV | 162039 | 001 | 00701 | 79.70 | 138409 |
| | | | | TEST-VEH#894 | | | | | | |
| | | | | 2018 SMOG | PV | 162040 | 001 | 00701 | 69.70 | 138476 |
| | | | | TEST-VEH#892 | | | | | | |
| | | | | 2018 SMOG | PV | 162041 | 001 | 00701 | 69.70 | 138491 |
| | | | | TEST-VEH#836 | | | | | | |
| | | | | 2018 SMOG | PV | 162042 | 001 | 00701 | 69.70 | 138492 |
| | | | | TEST-VEH#867 | | | | | | |
| | | | | 2018 SMOG | PV | 162043 | 001 | 00701 | 69.70 | 138531 |
| | | | | TEST-VEH#714 | | | | | | |
| | | | | 2018 SMOG | PV | 162044 | 001 | 00701 | 119.70 | 138545 |
| | | | | TEST-VEH#155 | | | | | | |
| | | | | 2018 SMOG | PV | 162045 | 001 | 00701 | 69.70 | 138552 |
| | | | | TEST-VEH#854 | | | | | | |
| | | | | Payment Amount | | | | | 1,603.40 | |
| | | | | RFND | PV | 162092 | 001 | 00101 | 296.50 | 014193 |

Batch Number - 268429
Bank Account - 00146807 Cash-General

| Payment Number | Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key | | Amount | Invoice Number | |
|--|----------|----------------|----------------------------------|------------------------------|----|-----------------|----------------|-------|----------|----------------|--|
| | | | | | | | itm | Co | | | |
| BAL-CLOSED | | | | | | | | | | | |
| A/C | | | | | | | | | | | |
| 81001 | 01/15/19 | 8484 | PRAXAIR DISTRIBUTION, INC | CYLINDER RENT 11/20-12/20/18 | PV | 162118 | 001 | 00101 | 169.02 | 86758470 | |
| | | | | | | | Payment Amount | | 296.50 | | |
| Alt Payee 8898 PRAXAIR DISTRIBUTION INC. DEPT. LA 21511 PASADENA CA 91185-1511 | | | | | | | | | | | |
| 81002 | 01/15/19 | 17807 | SECRETARY OF STATE - STATE OF CA | NOTARY EXAM FEE-CAPPS | PV | 162104 | 001 | 00701 | 40.00 | 011819/NOTARY | |
| | | | | | | | Payment Amount | | 169.02 | | |
| 81003 | 01/15/19 | 20412 | SHRED-IT USA LLC | DEC'18 DOC SHRDG SRV | PV | 162143 | 001 | 00701 | 270.87 | 8126270378 | |
| | | | | | | | Payment Amount | | 40.00 | | |
| 81004 | 01/15/19 | 14593 | SIEMENS INDUSTRY, INC. | MOTION ALARM & PROBE | PV | 162012 | 001 | 00701 | 3,221.49 | 5603053652 | |
| | | | | | | | Payment Amount | | 270.87 | | |
| Alt Payee 14594 SIEMENS INDUSTRY, INC. P.O. BOX 2715 CAROL STREAM IL 60132 | | | | | | | | | | | |
| 81005 | 01/15/19 | 2957 | SOUTHERN CALIFORNIA EDISON | ENERGY CHGS DEC'18 | PV | 162023 | 001 | 00101 | 3,028.41 | 2869/010319 | |
| | | | | | | | Payment Amount | | 3,221.49 | | |
| ENERGY CHGS DEC'18 508.62 | | | | | | | | | | | |
| ENERGY CHGS DEC'18 25.79 | | | | | | | | | | | |
| ENERGY CHGS DEC'18 64.53 | | | | | | | | | | | |
| ENERGY CHGS DEC'18 17.67 | | | | | | | | | | | |
| ENERGY CHGS DEC'18 16.63 | | | | | | | | | | | |
| ENERGY CHGS DEC'18 11.08 | | | | | | | | | | | |
| ENERGY CHGS DEC'18 25.79 | | | | | | | | | | | |

Batch Number - 288429

Bank Account - 00146807 Cash-General

| Payment Number | Date | Address Number | Name | Payment Stub Message | Ty | Document . . . Number | Key Item Co | Amount | Invoice Number |
|-------------------|------|-------------------|------|----------------------|----|--------------------------|----------------|-----------|-------------------|
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 009 00101 | 28.87 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 010 00101 | 27.17 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 011 00101 | 2,797.62 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY.CHGS | | | | | PV | 162023 | 012 00101 | 6,098.64 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 013 00101 | 11,765.89 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 014 00101 | 1,650.42 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 015 00101 | 24.73 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 016 00101 | 103.08 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 017 00101 | 4,189.10 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 018 00101 | 13,642.82 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 019 00101 | 54,571.30 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 020 00101 | 28.60 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 021 00101 | 686.28 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 022 00101 | 631.39 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 023 00101 | 4,632.59 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 024 00101 | 742.38 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 025 00101 | 638.34 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 026 00101 | 1,870.05 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 027 00101 | 30.14 | 2869/010319 |
| DEC'18 | | | | | | | | | |
| ENERGY CHGS | | | | | PV | 162023 | 028 00101 | 1,004.86 | 2869/010319 |
| DEC'18 | | | | | | | | | |

Batch Number - 268429

Bank Account - 00146807 Cash-General

| Payment Number | Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Co | Amount | Invoice Number |
|-------------------|------|-------------------|------|----------------------|----|--------------------|-------------|-------|----------|-------------------|
| | | | | ENERGY CHGS | PV | 162023 | 029 | 00101 | 30.29 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 030 | 00101 | 28.33 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 031 | 00101 | 5,792.56 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 032 | 00101 | 1,455.57 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 033 | 00101 | 1,344.74 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 034 | 00101 | 3,556.40 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 035 | 00101 | 144.38 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 036 | 00101 | 5,984.63 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 037 | 00101 | 2,459.26 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 038 | 00101 | 3,945.23 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 039 | 00101 | 958.16 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 040 | 00101 | 548.80 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 041 | 00101 | 26.39 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 042 | 00101 | 76.56 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 043 | 00101 | 568.39 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 044 | 00101 | 1,036.47 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 045 | 00101 | 3,081.67 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 046 | 00101 | 25.79 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 047 | 00101 | 29.60 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 048 | 00101 | 27.89 | 2869/010319 |
| | | | | DEC'18 | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 049 | 00101 | 76.48 | 2869/010319 |
| | | | | DEC'18 | | | | | | |

Batch Number - 268429
Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key | Item | Co | Amount | Invoice Number |
|----------------|--------------|----------------|----------------------------|----------------------|----|-----------------|-----|-------|------------|-----------|----------------|
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 050 | 00101 | | 29.89 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 051 | 00101 | | 26.44 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 052 | 00101 | | 28.17 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 053 | 00101 | | 405.36 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 054 | 00101 | | 34.36 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 055 | 00101 | | 383.25 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 056 | 00101 | | 349.75 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 057 | 00101 | | 2,158.75 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 058 | 00101 | | 2,158.75 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | ENERGY CHGS | PV | 162023 | 059 | 00101 | | 1,564.51 | 2869/010319 |
| | | | | DEC'18 | | | | | | | |
| | | | | Payment Amount | | | | | 147,199.61 | | |
| 81006 | 01/15/19 | 2957 | SOUTHERN CALIFORNIA EDISON | RW P/S | PV | 162049 | 001 | 00751 | | 24,393.42 | 4500-42/01021 |
| | | | | 11/29-12/31/1 | | | | | | | 9 |
| | | | | 8 NEM | | | | | | | |
| | | | | Payment Amount | | | | | 24,393.42 | | |
| 81007 | 01/15/19 | 2958 | SOUTHERN CALIFORNIA GAS CO | TAPIA | PV | 162134 | 001 | 00751 | | 2,235.12 | 4000/010919 |
| | | | | 12/5/18-1/7/1 | | | | | | | |
| | | | | 9 | | | | | | | |
| | | | | CORNELL | PV | 162135 | 001 | 00101 | | 17.39 | 0400/010919 |
| | | | | 12/5/18-1/7/1 | | | | | | | |
| | | | | 9 | | | | | | | |
| | | | | RANCHO | PV | 162136 | 001 | 00751 | | 213.37 | 4200/010918 |
| | | | | 12/5/18-1/7/1 | | | | | | | |
| | | | | 9 | | | | | | | |
| | | | | WLK P/S | PV | 162137 | 001 | 00101 | | 29.88 | 9400/010119 |
| | | | | 12/1/18-1/1/1 | | | | | | | |
| | | | | 9 | | | | | | | |
| | | | | JBR P/S | PV | 162138 | 001 | 00101 | | 15.29 | 1200/010719 |
| | | | | 12/3/18-1/3/1 | | | | | | | |
| | | | | 9 | | | | | | | |

Batch Number - 268429

Bank Account - 00146807 Cash-General

| Payment Number | Date | Address Number | Name | Payment Stub Message | Ty | Document . . . | Key Item Co | Amount | Invoice Number |
|-------------------|----------|-------------------|-----------------------------------|--|----|----------------|----------------|----------|--------------------|
| 81008 | 01/15/19 | 14479 | STEPHEN'S VIDEO PRODUCTIONS | Payment Amount VIDEO SRV LV MTGS-DEC'18 | PV | 162015 | 001 00701 | 1,095.00 | 12-25-18 |
| | | | | | | | 2,511.05 | | |
| 81009 | 01/15/19 | 21192 | SUSAN SWENSON | VIDEO SRV JPA MTG-DEC'18 Payment Amount RFND BAL-CLOSED A/C | PV | 162016 | 001 00701 | 547.50 | 12-24-18 |
| | | | | | | | 1,642.50 | | |
| 81010 | 01/15/19 | 21183 | SUE TALLEY | Payment Amount RFND BAL-CLOSED A/C | PV | 162093 | 001 00101 | 250.01 | 026371 |
| | | | | | | | 250.01 | | 006459 |
| 81011 | 01/15/19 | 9505 | TIRE MAN AGOURA | Payment Amount RFND BAL-CLOSED A/C | PV | 162094 | 001 00101 | 112.23 | |
| | | | | | | | 112.23 | | 109365 |
| 81012 | 01/15/19 | 20955 | US METRO GROUP, INC. | Payment Amount FLAT REPAIR-#901 Payment Amount CARPET CLNG HQ&OPS | PV | 162115 | 001 00701 | 25.00 | |
| | | | | | | | 25.00 | | 98118 |
| 81013 | 01/15/19 | 2780 | VALLEY NEWS GROUP | Payment Amount AD-CMPST NOTE @ 12/20 | PV | 162065 | 001 00701 | 4,000.00 | |
| | | | | | | | 4,000.00 | | 12-22 |
| 81014 | 01/15/19 | 20360 | VELOCITY TRUCK CENTER | Payment Amount ENGINE LIGHT SRV #917 | PV | 162046 | 001 00751 | 230.00 | |
| | | | | | | | 230.00 | | RA270003919:0 1 |
| 81015 | 01/15/19 | 3023 | VENCO WESTERN INC. | Payment Amount RFND BAL-CLOSED A/C | PV | 162112 | 001 00701 | 1,170.94 | |
| | | | | | | | 1,170.94 | | 9999497 |
| 81016 | 01/15/19 | 3034 | VORTEX INDUSTRIES | Payment Amount RPR ROLLING DOOR #10 | PV | 162084 | 001 00101 | 458.92 | |
| | | | | | | | 458.92 | | 01-1305780 |
| 81017 | 01/15/19 | 3035 | VWR SCIENTIFIC | Payment Amount BROTH/SOY/LTB | PV | 162147 | 001 00701 | 930.00 | |
| | | | | | | | 930.00 | | 8084708085 |
| | | | | EC BROTH CONDUCTIVITY PROBE | PV | 162062 | 001 00701 | 684.55 | 8084728669 |
| | | | | | PV | 162063 | 001 00701 | 638.32 | 8084677763 |

Batch Number - 288429

Bank Account - 00146807 Cash-General

| Payment Number | Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item Co | Amount | Invoice Number |
|--|----------|-------------------|-----------------------------------|---|----|--------------------|----------------|----------------------|-------------------|
| P. O. BOX 640169 PITTSBURGH PA 15264-0169 | | | | | | | | | |
| 81018 | 01/15/19 | 21138 | WATER AND ENERGY CONSULTING | Payment Amount SCE GRC STLMINT NGTN | PV | 162009 | 001 00701 | 1,784.77 4,999.50 | LVMWD1218 |
| 81019 | 01/15/19 | 3087 | XEROX CORPORATION | Payment Amount 11/18 LEASE-HQ&TAPI | PV | 162051 | 001 00701 | 418.19 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 002 00701 | 68.05 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 003 00701 | 46.19 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 004 00701 | 109.59 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 005 00701 | 529.14 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 006 00701 | 86.10 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 007 00701 | 58.45 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 008 00701 | 5.56 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 009 00701 | 141.82 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 010 00701 | 51.99 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 011 00701 | 18.41 | 100411438 |
| | | | | A | | | | | |
| | | | | 11/18 LEASE-HQ&TAPI | PV | 162051 | 012 00701 | 6.16 | 100411438 |
| | | | | A | | | | | |

Batch Number - 268429
Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|--------------------------------|----------------------------------|----|-----------------|----------|------------|----------|----------------|
| | | | | LEASE-HQ&TAPI | | | | | | |
| | | | A | | | | | | | |
| | | | 11/18 | | PV | 162051 | 013 | 00701 | 559.41 | 100411438 |
| | | | | LEASE-HQ&TAPI | | | | | | |
| | | | A | | | | | | | |
| | | | 11/18 | | PV | 162051 | 014 | 00701 | 91.02 | 100411438 |
| | | | | LEASE-HQ&TAPI | | | | | | |
| | | | A | | | | | | | |
| | | | 11/18 | | PV | 162051 | 015 | 00701 | 61.79 | 100411438 |
| | | | | LEASE-HQ&TAPI | | | | | | |
| | | | A | | | | | | | |
| | | | 11/18 | | PV | 162051 | 016 | 00701 | 687.47 | 100411438 |
| | | | | LEASE-HQ&TAPI | | | | | | |
| | | | A | | | | | | | |
| | | | 11/18 | | PV | 162051 | 017 | 00701 | 118.70 | 100411438 |
| | | | | LEASE-HQ&TAPI | | | | | | |
| | | | A | | | | | | | |
| | | | 11/18 | | PV | 162051 | 018 | 00701 | 19.31 | 100411438 |
| | | | | LEASE-HQ&TAPI | | | | | | |
| | | | A | | | | | | | |
| | | | 11/18 | | PV | 162051 | 019 | 00701 | 13.12 | 100411438 |
| | | | | LEASE-HQ&TAPI | | | | | | |
| | | | A | | | | | | | |
| | | | 11/18 | | PV | 162064 | 001 | 00701 | 191.99 | 095636483 |
| | | | | LEASE-12/18 | | | | | | |
| | | | | 5945APT-OPS | | | | | | |
| | | | | Payment Amount | | | | 3,282.46 | | |
| | | | | CLM ADM FEE | | | | | | |
| 81020 | 01/15/19 | 20592 | YORK RISK SERVICES GROUP, INC. | CLM ADM FEE | PV | 162096 | 001 | 00701 | 7,879.69 | 500018293 |
| | | | | 18-19 | | | | | | |
| | | | | CLM SRV-EE | | | | | | |
| | | | | MTR 11/18 | | | | | | |
| | | | | Payment Amount | | | | 7,980.89 | | |
| | | | | RFND | | | | | | |
| 81021 | 01/15/19 | 21184 | SCOTT ZONE | RFND | PV | 162095 | 001 | 00101 | 137.55 | 041176 |
| | | | | BAL-CLOSED | | | | | | |
| | | | | A/C | | | | | | |
| | | | | Payment Amount | | | | 137.55 | | |
| | | | | Total Amount of Payments Written | | | | 412,567.08 | | |
| | | | | Total Number of Payments Written | | | | 67 | | |

Batch Number - 268662

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Document Ty | Number | Key Item | Co | Amount | Invoice Number |
|----------------|--------------|----------------|--|--------------------------------|-------------|--------|----------|-------|-----------|----------------|
| 81022 | 01/22/19 | 3077 | AIRGAS USA, LLC | DEC'18 CYLINDER RENT | PV | 162212 | 001 | 00701 | 1,117.59 | 9958910474 |
| | | | | RAIN BOOTS | PV | 162239 | 001 | 00701 | 673.64 | 9083956297 |
| | | | Alt Payee | | | | | | | |
| | | | 6658 AIRGAS USA, LLC P. O. BOX 7423 PASADENA CA 91109-7423 | | | | | | | |
| 81023 | 01/22/19 | 19993 | ALEXANDER'S CONTRACT SERVICES, INC. | MTR READ 12/8-12/28 | PV | 162069 | 001 | 00701 | 18,717.40 | 102013 |
| | | | | Payment Amount | | | | | 1,791.23 | |
| 81024 | 01/22/19 | 19264 | ARNOLD LAROCHELLE MATHEWS VANCONAS & | JPA-TSD CNSL SRV-NOV'18 | PV | 162263 | 001 | 00751 | 594.00 | 54459 |
| | | | | Payment Amount | | | | | 18,717.40 | |
| 81025 | 01/22/19 | 2869 | AT&T | SRV 1/5-2/4/19 | PV | 162178 | 001 | 00101 | 180.46 | 9054/010519 |
| | | | | SRV 1/7-2/6/19 | PV | 162265 | 001 | 00101 | 33.03 | 0124/010719 |
| | | | | SRV 1/7-2/6/19 | PV | 162266 | 001 | 00101 | 67.07 | 0123/010719 |
| | | | | SRV 1/7-2/6/19 | PV | 162267 | 001 | 00101 | 316.17 | 2045/010719 |
| | | | | SRV 1/7-2/6/19 | PV | 162268 | 001 | 00101 | 405.63 | 2043/010719 |
| | | | | Payment Amount | | | | | 1,002.36 | |
| 81026 | 01/22/19 | 20424 | AT&T | DSL 12/11/18-1/10/19 | PV | 162177 | 001 | 00751 | 64.25 | 5778/011019 |
| | | | | Payment Amount | | | | | 64.25 | |
| 81027 | 01/22/19 | 16263 | AT&T MOBILITY | WIRELESS SRV 12/4/18-1/3/19 | PV | 162172 | 001 | 00701 | 221.05 | 9332/010319 |
| | | | | WIRELESS SRV 12/4/18-1/3/19 | PV | 162172 | 002 | 00701 | 3.63 | 9332/010319 |
| | | | | WIRELESS SRV 12/4/18-1/3/19 | PV | 162172 | 003 | 00701 | 43.23 | 9332/010319 |

Batch Number - 268662
Bank Account - 00146807 Cash-General

| Payment Number Date | Address Number | Name | Payment Stub Message | Ty | Number | Key itm Co | Amount | Invoice Number |
|----------------------------------|-------------------|------|-------------------------------|----|--------|---------------|--------|-------------------|
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 004 00701 | 149.86 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 005 00701 | 10.04 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 006 00701 | 14.74 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 007 00701 | 43.23 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 008 00701 | 2.54 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 009 00701 | 1.09 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 010 00701 | 15.60 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 011 00701 | 216.77 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 012 00701 | 11.11 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 013 00701 | 86.46 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 014 00701 | 282.37 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 015 00701 | 3.76 | 9332/010319 |
| 9 | | | WIRELESS SRV 12/4/18-1/3/1 | PV | 162172 | 016 00701 | 9.23 | 9332/010319 |
| 9 | | | WIRELESS SRV | PV | 162172 | 017 00701 | 124.17 | 9332/010319 |

Balch Number - 268662
Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|--|----------------------|----|-----------------|----------|-----------|-----------|-----------------------|
| 12/4/18-1/3/1 | | | | | | | | | | |
| 9 | | | | WIRELESS SRV | PV | 162172 | 018 | 00701 | 117.20 | 9332/010319 |
| | | | | 12/4/18-1/3/1 | | | | | | |
| 9 | | | | WIRELESS SRV | PV | 162172 | 019 | 00701 | 71.72 | 9332/010319 |
| | | | | 12/4/18-1/3/1 | | | | | | |
| 9 | | | | Payment Amount | | | | 1,427.80 | | |
| 81028 | 01/22/19 | 18654 | AT&T | CONF | PV | 162206 | 001 | 00701 | 48.27 | 901-011838 |
| | | | TELECONFERENC | CALLS-DEC'18 | | | | | | |
| | | | E SERVICES | | | | | | | |
| 9 | | | | Payment Amount | | | | 48.27 | | |
| 81029 | 01/22/19 | 7770 | AUTOMATIONDIR | POWER | PV | 162259 | 001 | 00751 | 187.00 | 9471912 |
| | | | ECT.COM | SUPPLIES | | | | | | |
| 9 | | | | Payment Amount | | | | 187.00 | | |
| 81030 | 01/22/19 | 20598 | BATTERIES PLUS | BATTERIES-PLC | PV | 162256 | 001 | 00101 | 510.26 | 312-P9825964 |
| 9 | | | | Payment Amount | | | | 510.26 | | |
| 81031 | 01/22/19 | 19779 | CALABASAS STYLE, LLC | AD-JAN/FEB-DA | PV | 162174 | 001 | 00701 | 1,200.00 | 9498 |
| 9 | | | | Payment Amount | | | | 1,200.00 | | |
| 81032 | 01/22/19 | 2964 | CA DEPARTMENT OF TAX&FEE ADMINISTRATIO | SALES/USE | PV | 162207 | 001 | 00701 | 3,318.00 | 097-817885/12 3118 |
| 9 | | | | Payment Amount | | | | 3,318.00 | | |
| 81033 | 01/22/19 | 20655 | CANNON CORPORATION | P/E 12/31 | PV | 162228 | 001 | 00701 | 1,236.00 | 67983 |
| 9 | | | | Payment Amount | | | | 1,236.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | P/E 12/31 | PV | 162228 | 002 | 00701 | 1,236.00 | 67983 |
| 9 | | | | Payment Amount | | | | 1,236.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | TWRF REHAB | PV | 162229 | 001 | 00701 | 148.00 | 67875 |
| 9 | | | | Payment Amount | | | | 148.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | CAP-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | ASSSC 18/19 | PV | 162203 | 001 | 00130 | 36,058.00 | 74WFP190000022 #4 |
| 9 | | | | Payment Amount | | | | 36,058.00 | | |
| 81034 | 01/22/19 | 2536 | CITY OF LOS ANGELES | O&M-PMT4 | PV | 162204 | 001 | 00130 | 29,430.00 | 74WFP190000023 #4 |
| 9 | | | | Payment Amount | | | | 29,430.00 | | |

Batch Number - 258662

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 |
|----------------|--------------|----------------|---|--|-------------|-----------------|----------|--------|---------------------------|--------------------------|
| 81035 | 01/22/19 | 2547 | COUNTY SANITATION DISTRICTS OF LA COUNTY | TAPIA DEC'18 GRIT HAULING | PV | 162269 | 001 | 00751 | 733.01 | 48892/123118 |
| 81036 | 01/22/19 | 19033 | DENOVO VENTURES, LLC | Payment Amount FEB'19 DIST RCVRY | PV | 162236 | 001 | 00701 | 733.01 4,592.00 | 56580 |
| 81037 | 01/22/19 | 3498 | DEPT. OF WATER & POWER - CITY OF LA | Payment Amount 6" TEMP MTR@GERMAIN | PV | 162201 | 001 | 00101 | 5,283.00 | GERMAIN-2/2/1 9 |
| 81038 | 01/22/19 | 11330 | DIAL SECURITY | Payment Amount 1/19 HQ SEC SRV | PV | 162247 | 001 | 00701 | 5,283.00 230.00 | 340977 |
| | | | | 1/19 TAPIA SEC SRV | PV | 162248 | 001 | 00701 | 45.00 | 340978 |
| | | | | 1/19 RLV FARM SEC SRV | PV | 162249 | 001 | 00701 | 35.00 | 340979 |
| | | | | 1/19 MLK SEC SRV | PV | 162250 | 001 | 00701 | 70.00 | 340980 |
| | | | | 1/19 MLK P/S SEC SRV | PV | 162251 | 001 | 00701 | 35.00 | 340981 |
| | | | | 1/19 IT RM SEC SRV | PV | 162252 | 001 | 00701 | 79.00 | 340982 |
| | | | | 1/19 CELL PLAN-RLV | PV | 162253 | 001 | 00701 | 15.00 | 340983 |
| | | | | 1/19 HQ LBBY SEC SRV | PV | 162254 | 001 | 00701 | 57.00 | 340984 |
| | | | | 1/19 CELL PLAN-HQ | PV | 162255 | 001 | 00701 | 24.00 | 340985 |
| 81039 | 01/22/19 | 18111 | ELECSYS INTERNATIONAL CORPORATION | Payment Amount FEB'18 MTR DVR MAINT | PV | 162240 | 001 | 00701 | 590.00 310.00 | 186599 |
| 81040 | 01/22/19 | 4943 | ENVICOM CORPORATION | Payment Amount SOLAR GEN MND 11/26-12/25 | PV | 162230 | 001 | 00701 | 310.00 427.45 | 00014656 |
| 81041 | 01/22/19 | 18815 | FASTENAL COMPANY | Payment Amount CONNECTORS TERMINALS | PV | 162260 | 001 | 00751 | 427.45 25.55 543.56 | CACHA32207 CACHA32167 |

Batch Number - 268662
Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|--|---|----|-----------------|----------|--------|----------|----------------|
| | | | | BALL VALVES/THREAD S | PV | 162262 | 001 | 00751 | 231.78 | CACHA32252 |
| | | | FASTENAL COMPANY P. O. BOX 1286 WINONA MN 55987-1286 | | | | | | | |
| 81042 | 01/22/19 | 3854 | FTI GROUP | Payment Amount 2018 TAX FORMS | PV | 162205 | 001 | 00701 | 109.76 | 147560 |
| 81043 | 01/22/19 | 6770 | G.I. INDUSTRIES | Payment Amount 1/19 DISP-RLV FARM RANCHO 12/16-12/31/18 | PV | 162181 | 001 | 00751 | 93.22 | 2881352-0283-7 |
| | | | | SHOP BLDG 12/16-12/31/18 | PV | 162183 | 001 | 00701 | 902.05 | 2881513-0283-4 |
| | | | | 1/19 HQ & SHOP | PV | 162184 | 001 | 00701 | 686.85 | 2881353-0283-5 |
| | | | | 1/19 DISP-RLV | PV | 162186 | 001 | 00751 | 93.22 | 2881351-0283-9 |
| | | | | 1/19-TAPIA GRIT DISP | PV | 162225 | 001 | 00701 | 878.80 | 2530742-0283-4 |
| | | | | 1/19 TAPIA DISP | PV | 162226 | 001 | 00701 | 917.58 | 2530739-0283-0 |
| | | | | 1/19 WLK DISP | PV | 162227 | 001 | 00701 | 292.54 | 260478-0283-9 |
| | | | G.I. INDUSTRIES P. O. BOX 541065 LOS ANGELES CA 90054-1065 | | | | | | | |
| | | | | Payment Amount | | | | | 4,133.59 | |
| 81044 | 01/22/19 | 20970 | GARDA CL WEST, INC. | 1/19 ARMORED TRNSP SRV | PV | 162215 | 001 | 00701 | 312.45 | 10454369 |
| 81045 | 01/22/19 | 19548 | GRM INFORMATION MANAGEMENT SERVICES-CA | Payment Amount JAN'19 RECORDS STORAGE | PV | 162232 | 001 | 00701 | 310.92 | 0372351 |
| | | | | JAN'19 RECORDS | PV | 162233 | 001 | 00701 | 157.24 | 0372350 |

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Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key ltm | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|------------------------------|--|----|-----------------|---------|--------|-------------------------------------|------------------------------------|
| 81046 | 01/22/19 | 18679 | GSE CONSTRUCTION, INC. | STORAGE Payment Amount TAPIA REHAB-PMT#3 | PV | 162237 | 001 | 00701 | 468.16 582,800.00 | 10653/PMT#3 |
| 81047 | 01/22/19 | 7421 | HAMMER, JEWELLAND ASSOCIATES | TAPIA REHAB-PMT#3 RTN#3-TAPIA REHAB Payment Amount TWN LK 11/16--12/15 | PV | 162237 | 002 | 00701 | 6,400.00- 28,820.00- 2,618.75 | 10653/PMT#3 10653/RTN#3 9934 |
| 81048 | 01/22/19 | 18594 | HAROLD BECK & SONS, INC | Payment Amount ROTARY ACTUATOR ROTARY ACTUATOR | PV | 162245 | 001 | 00701 | 2,618.75 6,814.97 220.00 | 317749 317749 |
| 81049 | 01/22/19 | 20823 | INVOICE CLOUD INC. | Payment Amount IC TRAN FEE-DEC'18 | PV | 162070 | 001 | 00701 | 7,034.97 4,967.50 | 964-2018_12 912895549 |
| 81050 | 01/22/19 | 17335 | KAESER COMPRESSORS INC. | Payment Amount TRBLSHOOT BLWR#1 | PV | 162257 | 001 | 00751 | 566.00 | |
| 81051 | 01/22/19 | 18396 | JAY LEWITT | Payment Amount EXP-H2O SUMMIT 12/10&11 | PV | 162208 | 001 | 00701 | 566.00 575.08 | 121118 |
| 81052 | 01/22/19 | 2839 | MOTION INDUSTRIES, INC. | Payment Amount FLANGE & BUSHING | PV | 162241 | 001 | 00701 | 173.14 | CA22-638111 |
| 81053 | 01/22/19 | 2365 | MSO TECHNOLOGIES | Payment Amount PE 11/30-PLC DSGN/IPRGM | PV | 162068 | 001 | 00701 | 173.14 5,250.00 | 6042 |

Batch Number - 268662

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key | Amount | Invoice Number |
|----------------|--------------|----------------|---|---|----|-----------------|-----------|----------|----------------|
| 81054 | 01/22/19 | 16529 | MUNITEMPS-MUN ICIPAL STAFFING SOLUTIONS | TEMP SRV 12/10-12/21/18-E.D. | PV | 162073 | 001 00701 | 3,000.00 | 129002 |
| 81055 | 01/22/19 | 7781 | NATIONAL WATER RESEARCH INSTITUTE | Payment Amount 2019 MEMBERSHIP DUES | PV | 162202 | 001 00701 | 5,000.00 | 2019-1901 |
| 81056 | 01/22/19 | 20606 | OFFBEAT PRODUCTIONS, INC. | Payment Amount EVENT POLO SHIRTS | PV | 162067 | 001 00701 | 1,543.19 | 1327607 |
| 81057 | 01/22/19 | 16372 | OLIN CORPORATION - CHLOR ALKALI | Payment Amount 4,966 GAL HYPOCHLORITE | PV | 162078 | 001 00701 | 4,000.45 | 2618182 |
| | | | | 4,908 GAL HYPOCHLORITE | PV | 162242 | 001 00701 | 3,953.73 | 2619725 |
| | | | | 4,896 GAL HYPOCHLORITE | PV | 162243 | 001 00701 | 3,944.06 | 2622621 |
| | | | | 4,908 GAL HYPOCHLORITE | PV | 162244 | 001 00701 | 3,953.73 | 2623278 |
| | | | | Alt Payee 16373 OLIN CORPORATION - CHLOR ALKALI P.O. BOX 402766 ATLANTA GA 30384-2766 | | | | | |
| 81058 | 01/22/19 | 20728 | OLIVAREZ MADRUGA LEMIEUX & O'NEILL | Payment Amount LEGAL SERVICES-DEC'18 | PV | 162214 | 001 00701 | 9,360.87 | 140-DEC'18 |
| 81059 | 01/22/19 | 20891 | PAGEFREEZER SOFTWARE, INC. | Payment Amount WEB DOMS-1/9/19-1/9/20 | PV | 162175 | 001 00701 | 4,188.00 | INV-5559 |
| 81060 | 01/22/19 | 20334 | PRUDENTIAL | Payment Amount 12/18 | PV | 162156 | 001 00701 | 62.10 | 170880473 |

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Bank Account - 00146807 Cash-General

| Payment Number | Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Ifm Co | Amount | Invoice Number |
|----------------|-------|----------------|---------------|----------------------|--------|-----------------|------------|--------|----------------|
| OVERALL | | | | | | | | | |
| SUPPLY | | | | | | | | | |
| | | | | UNFRMS/MATS/T | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162156 | 002 | 00701 | 61.87 | 170880473 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162157 | 001 | 00701 | 62.10 | 170881982 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162157 | 002 | 00701 | 61.87 | 170881982 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162158 | 001 | 00701 | 62.10 | 170883472 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162158 | 002 | 00701 | 61.87 | 170883472 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162159 | 001 | 00701 | 62.80 | 170885002 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162159 | 002 | 00701 | 61.87 | 170885002 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162160 | 001 | 00701 | 9.80 | 170880468 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162160 | 002 | 00701 | 21.44 | 170880468 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162161 | 001 | 00701 | 9.80 | 170881977 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162161 | 002 | 00701 | 21.44 | 170881977 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162162 | 001 | 00701 | 9.80 | 170883467 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |
| | 12/18 | | | PV | 162162 | 002 | 00701 | 21.44 | 170883467 |
| | | | UNFRMS/MATS/T | | | | | | |
| | | | WLS | | | | | | |

Batch Number - 268662

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | TY | Document Number | Item | Co | Key | Amount | Invoice Number |
|----------------|--------------|----------------|------|----------------------------|----|-----------------|------|-------|-----|--------|----------------|
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162163 | 001 | 00701 | | 9.80 | 170884997 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162163 | 002 | 00701 | | 21.44 | 170884997 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162164 | 001 | 00701 | | 243.78 | 170880471 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162165 | 001 | 00701 | | 243.38 | 170881980 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162166 | 001 | 00701 | | 259.22 | 170883470 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162167 | 001 | 00701 | | 255.02 | 170885000 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162168 | 001 | 00701 | | 33.20 | 170880472 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162168 | 002 | 00701 | | 30.83 | 170880472 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162169 | 001 | 00701 | | 33.20 | 170881981 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162169 | 002 | 00701 | | 30.83 | 170881981 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162170 | 001 | 00701 | | 33.20 | 170883471 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162170 | 002 | 00701 | | 30.83 | 170883471 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162171 | 001 | 00701 | | 33.20 | 170885001 |
| | | | | 12/18 UNFRMS/MATS/T WLS | PV | 162171 | 002 | 00701 | | 30.83 | 170885001 |

Batch Number - 268662

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Co | Amount | Invoice Number |
|--|--------------|----------------|-----------------------------|----------------------------|----|-----------------|----------|-------|----------|----------------|
| 81061 | 01/22/19 | 2907 | RED WING SHOE COMPANY, INC. | SFTY FTWEAR-R.A. | PV | 162264 | 001 | 00701 | 225.00 | 63623 |
| All Payee 21167 RED WING SHOE STORE 4708 VINEYARD AVE. OXNARD CA 93036 | | | | | | | | | | |
| 81062 | 01/22/19 | 17174 | ROTH STAFFING COMPANIES, LP | TEMP SRV W/E 12/14/18-T.P. | PV | 162071 | 001 | 00701 | 1,024.00 | 13676800 |
| Payment Amount 225.00 TEMP SRV W/E 12/21/18-T.P. | | | | | | | | | | |
| 81063 | 01/22/19 | 20898 | SDI PRESENCE LLC | PIE 12/31 ERP CONSLT SRV | PV | 162209 | 001 | 00701 | 2,100.00 | 1811 |
| All Payee 20936 SDI PRESENCE LLC 29290 NETWORK PLACE CHICAGO IL 60673-1292 | | | | | | | | | | |
| 81064 | 01/22/19 | 19169 | SJM INDUSTRIAL RADIO | 5 HANDHELD RADIOS | PV | 162222 | 001 | 00701 | 4,793.73 | 244562 |
| Payment Amount 2,100.00 | | | | | | | | | | |
| 81065 | 01/22/19 | 2958 | SOUTHERN CALIFORNIA GAS CO | HQ & OPS 12/5/18-1/7/19 | PV | 162179 | 001 | 00701 | 2,633.06 | 3600/010919 |
| Payment Amount 23,003.70 RPR HANDHELD RADIO | | | | | | | | | | |
| Payment Amount 2,633.06 PAGER SRV 1/11--2/10/19 PAGER SRV 1/11--2/10/19 PAGER SRV | | | | | | | | | | |
| 81066 | 01/22/19 | 16271 | SPOK, INC. | PAGER SRV | PV | 162270 | 001 | 00701 | 71.00 | C0143084M |
| PAGER SRV 1/11--2/10/19 PAGER SRV 1/11--2/10/19 PAGER SRV | | | | | | | | | | |

Batch Number - 268662

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key | Amount | Invoice Number |
|----------------|--------------|----------------|---|---|----|-----------------|-----------|---|--|
| | | | | | | Number | lfm Co | | |
| 81067 | 01/22/19 | 21137 | TESLA, INC. | 1/11-2/10/19 Payment Amount RW P/S-DEC'18 SOLAR | PV | 162213 | 001 00701 | 113.66 10,484.17 | 10170014 |
| 81068 | 01/22/19 | 12149 | THATCHER CO. OF CALIFORNIA | Payment Amount 4126 GAL BISULFITE | PV | 162077 | 001 00701 | 6,065.22 | 260514 |
| 81069 | 01/22/19 | 17645 | TORO ENTERPRISES INC. | Payment Amount MAIN BRK-MULHLND HWY | PV | 162210 | 001 00701 | 6,065.22 60,400.00 | 12085 |
| 81070 | 01/22/19 | 19135 | TRANSUNION RISK & ALTERNATIVE DATA SOLUT | Payment Amount MAIN BRK-MULHLND HWY BAD DBT SRCH-DEC'18 | PV | 162173 | 001 00701 | 6,000.00 66,400.00 123.00 | 974571/DEC'18 |
| 81071 | 01/22/19 | 2780 | VALLEY NEWS GROUP | Payment Amount AD-HOLIDAY HRS 12/27 | PV | 162176 | 001 00751 | 123.00 230.00 | 12-27 |
| 81072 | 01/22/19 | 2436 | VINCE BARNES AUTOMOTIVE | Payment Amount SRV A/C-OIL-FLTRS #155 RPLC BALL JNTS/SRV #714 RPLC/PRGM ABS MODUL#855 OIL/FLTRS #901 OIL/FLTRS #914 INSTLL D RING PLATE #930 SHFTR BSHNGS/SRV #815 OIL/FLTRS #877 | PV | 162079 | 001 00701 | 230.00 1,039.61 704.14 1,514.46 97.62 74.22 550.23 271.10 92.96 | 023660 023667 023668 023670 023675 023676 023681 023682 |

Batch Number - 268662

Bank Account - 00146807 Cash-General

| Payment Number | Payment Date | Address Number | Name | Payment Stub Message | Document Number | Key Item | Key Co | Amount | Invoice Number |
|----------------|--------------|----------------|------------------------------|--------------------------|-----------------|-----------|----------|--------|----------------|
| 81073 | 01/22/19 | 18914 | WECK LABORATORIES, INC. | SRV TRAN/OIL/FLTR S #906 | 162220 | 001 00701 | | 336.72 | 023687 |
| | | | | ONSITE IGN START #847 | 162221 | 001 00701 | | 110.00 | 023689 |
| | | | | Payment Amount | | | 4,791.06 | | |
| | | | | TAPIA | 162074 | 001 00701 | | 122.40 | W9A0003-LV |
| | | | | EFFLNT-8L0415 | | | | | |
| | | | | 4 | | | | | |
| | | | | UCMR4-8H15085 | 162075 | 001 00701 | | 900.00 | W8L2036-LV |
| | | | | UCMR4-8H30047 | 162083 | 001 00701 | | 900.00 | W8L2007-LV |
| | | | | SMNOL | 162224 | 001 00701 | | 795.00 | W8L1794-LV |
| | | | | SPRNGS-8L0714 | | | | | |
| | | | | 8 | | | | | |
| | | | | Payment Amount | | | 2,717.40 | | |
| 81074 | 01/22/19 | 3047 | WESCO DISTRIBUTION, INC. | LED LIGHTS-FRT GATE | 162246 | 001 00701 | | 677.39 | 855975 |
| | | | | Alt Payee | | | | | |
| | | | 6443 WESCO DISTRIBUTION, INC | | | | | | |
| | | | PO BOX 31001-0465 | | | | | | |
| | | | PASADENA CA 91110-0465 | | | | | | |
| | | | | Payment Amount | | | 677.39 | | |
| 81075 | 01/22/19 | 8510 | WORK BOOT WAREHOUSE | SFTY FTWEAR-B.B. | 162187 | 001 00701 | | 225.00 | 2-51211 |
| | | | | SFTY FTWEAR-V.B. | 162188 | 001 00701 | | 225.00 | 2-51256 |
| | | | | SFTY FTWEAR-D.F. | 162189 | 001 00701 | | 225.00 | 2-51159 |
| | | | | SFTY FTWEAR-W.G. | 162190 | 001 00701 | | 225.00 | 2-51343 |
| | | | | SFTY FTWEAR-J.G. | 162191 | 001 00701 | | 182.32 | 2-51348 |
| | | | | SFTY FTWEAR-B.H. | 162192 | 001 00701 | | 211.88 | 2-51312 |
| | | | | SFTY FTWEAR-J.M. | 162193 | 001 00701 | | 176.40 | 2-51181 |
| | | | | SFTY FTWEAR-R.V. | 162194 | 001 00701 | | 225.00 | 2-51313 |
| | | | | SFTY FTWEAR-A.A. | 162195 | 001 00701 | | 225.00 | 2-51383 |

Batch Number - 268662
Bank Account - 00146807 Cash-General

| Payment Number | Date | Address Number | Name | Payment Stub Message | Ty | Document Number | Key Item | Co | Amount | Invoice Number |
|----------------------------------|------|-------------------|-------------|----------------------|--------|--------------------|-------------|-------|------------|-------------------|
| | | | | SFTY | PV | 162196 | 001 | 00701 | 225.00 | 2-51531 |
| | | | FTWEAR-K.B. | | | | | | | |
| | | | SFTY | PV | 162197 | 001 | 00701 | | 211.88 | 2-51481 |
| | | | FTWEAR-T.G. | | | | | | | |
| | | | SFTY | PV | 162198 | 001 | 00701 | | 174.11 | 2-51381 |
| | | | FTWEAR-C.G. | | | | | | | |
| | | | SFTY | PV | 162199 | 001 | 00701 | | 225.00 | 2-51504 |
| | | | FTWEAR-K.K. | | | | | | | |
| | | | SFTY | PV | 162200 | 001 | 00701 | | 225.00 | 2-51503 |
| | | | FTWEAR-M.M. | | | | | | | |
| Payment Amount | | | | | | | | | 2,981.59 | |
| Total Amount of Payments Written | | | | | | | | | 855,097.26 | |
| Total Number of Payments Written | | | | | | | | | 54 | |



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

MINUTES
SPECIAL MEETING

5:00 PM

December 18, 2018

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Lynda Lo-Hill.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **5:00 p.m.** by Vice Chair Caspary in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, Len Polan, and Lee Renger

Absent: None

Staff Present: David Pedersen, General Manager
David Lippman, Director of Facilities and Operations
Joe McDermott, Director of Resource Conservation and Public Outreach
Don Patterson, Director of Finance and Administration
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

Director Renger moved to approve the agenda. Motion seconded by Director Lewitt. Motion carried unanimously.

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

A List of Demands: December 18, 2018: Receive and file

B Minutes: Special Meetings of November 12, 2018, November 15, 2018, November 26, 2018 and December 4, 2018: Approve

C Directors' Per Diem: November 2018

D Monthly Cash and Investment Report: October 2018

Receive and file the Monthly Cash and Investment Report for October 2018.

E Supply and Delivery of Water Meters: Contract Increase

Authorize the General Manager to increase an annual purchase order to Zenner Performance Meters, Inc., by \$12,000, from \$34,970.99 to \$46,970.99, for the current term and four one-year renewal options for the supply and delivery of water meters.

F Backflow Prevention Device Testing: Award

Accept the bid from Verne's Plumbing, Inc., and authorize the General Manager to issue a one-year contract, in the amount of \$107,065, with four one-year review options for backflow prevention device testing services.

G Landscape Maintenance Services: Contract Extension

Authorize the General Manager to execute a six-month extension, in the amount of \$37,000, for the current agreement with Villa Esperanza Services for landscape maintenance services.

H Designation of Applicant's Agents for California Governor's Office of Emergency Services

Pass, approve and adopt Cal OES 130, Designation of Applicant's Agent Resolution for Non-State Agencies, designating and authorizing the General Manager, Director of Finance and Administration, and Director of Facilities and Operations to represent the District with the California Governor's Office of Emergency Services.

Director Polan moved to approve the Consent Calendar. Motion seconded by Director Renger. Motion carried unanimously.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Oath of Office for Jay Lewitt, Lynda Lo-Hill, and Lee Renger

Josie Guzman, Clerk of the Board, administered the Oath of Office to Directors Jay Lewitt, Lynda Lo-Hill, and Lee Renger.

B MWD Representative Report

Glen Peterson, MWD Representative, reported that the City of Beverly Hills experienced a leak in its main water delivery pipeline from MWD, the Santa Monica Feeder. He noted that repair work was currently underway. He also reported that the MWD Board awarded a \$26.9 million contract to rehabilitate the circulating water and sump discharge pipeline systems at each Colorado River Aqueduct pumping plant; voted to support entering into seven agreements to implement the Colorado River Lower Basin Drought Contingency Plan; and approved extending the contract for the State Water Project. He also noted that last week was Randy Record's final meeting as the MWD Chair.

C Legislative and Regulatory Updates

Joe McDermott, Director of Resource Conservation and Public Outreach, reported that Assemblymember Richard Bloom introduced AB 134, a spot bill that would address the Safe, Clean, Affordable, and Accessible Drinking Water for Noncompliant Systems. He stated that this spot bill is expected to incorporate much of the language from SB 623 and SB 845 for a water tax. He noted that staff has been working with the District's lobbyist, Syrus Devers, to monitor this bill. He also reported that the California Municipal Utilities Association (CMUA) issued a White Paper concerning Safe, Clean, Affordable, and Accessible Drinking Water. He noted that the Association of California Water Agencies (ACWA) is joining this effort. He stated that the White Paper suggests the need to have more reliable and accurate data, a better needs assessment, the need to address governance, and technical assistance and funding for noncompliant systems. He also stated that the White Paper discusses a single-use bottled water tax and the creation of a volunteer mentor network. He stated that he would provide a copy of the White Paper to the Board.

D Water Supply Conditions Update

Joe McDermott, Director of Resource Conservation and Public Outreach, presented the report. He noted that the initial 2019 State Water Project allocation was 10 percent.

6. TREASURER

Director Renger stated that the Treasurer's report was in order.

7. BOARD OF DIRECTORS

A Election of Officers: President, Vice President, Secretary and Treasurer Elect Directors to serve two-year terms as President, Vice President, Secretary and Treasurer of the Board of Directors.

Vice Chair Caspary noted that nominations for President, Vice President, Secretary, and Treasurer were made at the December 4, 2018 Special Board meeting. He stated that Director Jay Lewitt was nominated to serve as President of the Board of Directors.

The Board voted unanimously to elect Director Jay Lewitt as President.

Vice President Caspary handed the gavel to Board President Lewitt.

Board President Lewitt noted that Charles Caspary and Len Polan were nominated for Vice President. Director Caspary withdrew his name for nomination as Vice President.

The Board voted unanimously to elect Director Len Polan as Vice President.

Board President Lewitt opened the nominations for Secretary of the Board of Directors. Director Renger nominated Charles Caspary. There were no other nominations.

The Board voted unanimously to elect Director Charles Caspary as Secretary.

Board President Lewitt noted that Director Lynda Lo-Hill was nominated for Treasurer and there were no other nominations.

The Board voted unanimously to elect Director Lynda Lo-Hill as Treasurer.

B Appointment of Deputy Secretaries and Deputy Treasurer

Appoint David W. Pedersen, General Manager, and Josie Guzman, Executive Assistant/Clerk of the Board, as Deputy Secretaries; and Donald Patterson, Director of Finance and Administration, as Deputy Treasurer.

General Manager David Pedersen presented the report.

Director Renger moved to approve Item 7B. Motion seconded by Director Polan. Motion carried unanimously.

C Consideration of Time Change for Regular Board Meetings

Consider the merits of changing the time of day for regular Board meetings and, if desired, pass, approve, and adopt proposed Resolution No. 2547, adjusting the time of the meetings from 5:00 p.m. to 9:00 a.m. on the second and fourth Tuesday of each month.

RESOLUTION NO. 2547

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (ADMINISTRATIVE CODE) AS IT RELATES TO THE TIME OF DISTRICT MEETINGS

(Reference is hereby made to Resolution No. 2547 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

General Manager David Pedersen presented the report.

Director Caspary moved to approve Item 7C. Motion seconded by Director Polan.

A discussion ensued regarding the merits of changing the time of the Regular Board Meetings, facilitating public participation via live streaming and virtual participation, contemplating the technology that might be needed, and holding public workshops and award presentations in the evening,

Wayne Lemieux, District Counsel, spoke regarding the use of webcasting and noted that the public could place electronic public comment cards to request to speak on a specific item. He noted that most water agencies meet during daytime hours, and there is minimal public attendance.

Director Caspary and Board President Lewitt were in favor of the motion. Director Lo-Hill was opposed. Director Polan and Director Renger abstained. Motion failed.

General Manager David Pedersen suggested that staff could bring back information at the January 29, 2019 Special Board Meeting regarding video streaming and virtual participation.

Director Renger suggested that Information Systems staff and the District's contractor, Stephen Bigilen, discuss the technologies that are available.

Board President Lewitt asked staff to explore what other water districts use for video streaming and virtual participation.

8. GENERAL MANAGER

A Woolsey Fire Response and Recovery Effort: Continuation of Emergency and Progress Update

Approve the continuation of an emergency declaration due to the Woolsey Fire.

General Manager David Pedersen provided introductory remarks.

David Lippman, Director of Facilities and Operations, provided a briefing regarding the immediate operational response, recovery, and restoration efforts. He noted that a Request for Proposals (RFP) would be developed for design and repair of the various facilities damaged by the fire. He stated that staff calculated the amount of water used

during the six-day period and estimated that 93 acre-feet, or 30.5 million gallons of water, was used for firefighting or was lost due to leaks. He also stated that the value of the water was approximately \$172,000 based on the full-burdened cost used in the budget for the potable water system. He responded to a question regarding the low water pressure experienced in the west end of the system by stating that the system did not gain storage at Equestrian and Morrison Tanks despite pumping through Cornell Pump Station. He stated that staff attributed the low water pressure to firefighting efforts and due to a broken 10-inch water main on the bridge that failed on Mulholland Highway near Troutdale Drive. He noted that staff restored the system, recovered storage in the tanks, and restored pressure in the system once the break was discovered.

Don Patterson, Director of Finance and Administration noted that staff was tracking time and expenses related to response and recovery efforts, and that the District would not be reimbursed for water used for firefighting efforts.

Mr. Lippman responded to a question regarding the Westlake Filtration Plant and ensuring that fire-rated materials are used by stating that fire resilience would be taken into consideration for the facility and landscaping.

Joe McDermott, Director of Resource Conservation and Public Outreach, provided an update regarding efforts taken to address customers impacted by the fire. He noted that staff had been assisting customers with billing adjustments and responding to inquiries. He also noted that staff attended the City of Agoura Hills' recovery forum on December 6th and Supervisor Sheila Kuehl's forum on December 13th. He stated that the majority of interactions with customers had been positive, and no concerns were expressed at the forums regarding the District's response. He also noted that the billing period for the Hidden Hills area would be for 39 days due to delays in meter reading. He stated that staff was tracking billing adjustments, which amounted to \$108,000 to date, and which was expected to surpass the \$172,000 amount reported earlier.

Director Caspary asked staff to contact the Hidden Hills City Manager regarding the 39-day billing period.

Director Caspary moved to approve Item 8A. Motion seconded by Director Renger. Motion carried unanimously.

9. FACILITIES AND OPERATIONS

A 8-inch Water Main Break on Lewis and Clark Road in Hidden Hills: End of Emergency

Approve the end of an emergency declaration for the 8-inch Water Main Break on Lewis and Clark Road in Hidden Hills.

General Manager David Pedersen presented the report.

Director Caspary moved to approve Item 9A. Motion seconded by Director Polan. Motion carried unanimously.

10. FINANCE AND ADMINISTRATION

A 2018 Miscellaneous Fees Study: Review

Provide any feedback on the proposed miscellaneous fees, charges and penalties.

Don Patterson, Director of Finance and Administration, presented the report.

Andrea Boehling, Raftelis Project Manager, provided a PowerPoint presentation summarizing the miscellaneous fees framework, methodology/approach, sample fee calculations, results, and next steps. She provided an overview of the methodology/approach for overhead and indirect costs calculation, fully burdened hourly rates, and departmental costs. She also provided an overview of a sample fee calculation using a full-cost user fee for backflow testing.

Director Renger noted that the Board approved a contract for conducting backflow testing at a cost of \$95, as opposed to the \$25 cost shown in the example. General Manager David Pedersen responded that this study was done before the bid results were received on Item 4F. He explained that a third-party contractor conducts the testing in the field, and the Customer Service Program Supervisor reviews the results. He stated that the study would be revised to reflect the updated cost of backflow testing.

Ms. Boehling continued the presentation and provided an overview of a penalty fee calculation using an example of a broken meter seal or lock fee. She also presented a list of proposed user and penalty fees. She noted that the fee charged for Landscape Plan Check was proposed to be decreased significantly. She also noted that it would be up to the Board whether to recover the full cost of user fees. Don Patterson, Director of Finance and Administration, noted that staff would recommend that a customer's first request for a water audit would be at no charge, but a fee would be assessed for subsequent audits.

Board President Lewitt inquired regarding the penalty fee for Detector Check (DC) Unauthorized Use and Illegal Water Consumption fees. General Manager David Pedersen responded that the DC Unauthorized Use fee is charged when a commercial customer who has a separate fire system and detector check purposely interconnects the two systems and draws water through the fire system to avoid paying for water. He noted that the current \$75 penalty fee was not discouraging customers from this practice. He also stated that the reason the Landscape Plan Check fee was proposed to be decreased was that District staff only verify whether customers are following the State's water efficient landscaping ordinance from a conservation standpoint. He stated that the District's specific function does not require much staff time. He addressed the proposed fee for Illegal Water Consumption and stated that in the past the District experienced water being taken illegally from fire hydrants. He noted that this proposed fee would allow the District to apply a fee to discourage this practice.

Director Caspary referred to the proposed 10 percent late fee of water bill balances and inquired how late fees are assessed and how much late fee revenue is generated monthly. He also inquired regarding rejected ACH payments. Angela Saccareccia, Finance Manager, responded that the District experiences 30 to 40 rejected ACH payments per month, and typically they are rejected because the customer typed the bank account number incorrectly, had insufficient funds, used a closed bank account, or issued a stop payment on the ACH transaction. Darrell Johnson, Customer Service Manager, added that when ACH payments are returned, the customer will receive a door tag and a phone call notifying them that they have 72 hours to remedy the payment.

Mr. Patterson addressed the late fees and stated that the District has a policy that allows waiving one late fee per year. He noted that the current two percent late fee has not proven to be a deterrent and most agencies charge either a ten percent late fee or a flat fee. He stated that the proposal to increase the late fees was in order to discourage late payments and recognizing that Customer Service would still have discretion in waiving late fees once per year. Mr. Johnson stated that he would bring back information regarding the amount of late fees collected monthly.

Director Caspary expressed support for doubling the current late fee, if necessary, and then consider an additional percentage in the future. He noted that current legislation would make it difficult to shut off water for nonpayment.

Ms. Boehling continued the presentation and suggested that charging a late fee based on a percentage of the water bill would be more appropriate and reasonable than charging a flat fee. She noted that returned checks fees are governed by the Civil Code.

Director Lo-Hill expressed concern with imposing penalties to customers who are experiencing financial hardships, and she inquired whether imposing penalties is a deterrent. She stated that she was surprised to learn that the District issues up to 400 disconnect notices (door tags) per month. Mr. Johnson responded that by the time a customer receives a door tag, the customer is three months behind on paying the water bill. He noted that typically customers who are experiencing a hardship contact Customer Service, and staff issues time extensions or a payment plan. He noted that most of the door tags issued are for customers who are chronically late

Director Renger expressed concern with charging a 10 percent late fee penalty.

Director Caspary suggested that after the miscellaneous fees are adopted, customers who receive door tags should also receive a notice informing them that the door tag fee will increase.

Director Lo-Hill referred to SB 998 (Dodd), Discontinuation of Residential Water Service, and suggested that the District's penalty fee schedule include conditions for income-challenged customers.

Ms. Boehling continued the presentation and provided an overview of next steps.

Mr. Patterson stated that an item would be brought back at the January 29, 2019 Special Board Meeting for the Board to consider adopting a comprehensive fee resolution and a proposal to implement the changes to the fees and penalties effective sometime prior to July 1, 2019, to provide ample time to communicate the new fees to customers.

Director Caspary requested that staff review the State law regarding changes to disconnect requirements and advise the Board regarding any issues. Mr. Patterson responded that staff discussed whether to incorporate the law into the study; however, the new requirements do not go into effect until April 2020. He noted that in order to not have large adjustments in the future staff would review and provide recommendations during the biannual budget process.

B Federally Declared Emergency Purchasing Procedures: Adoption

Pass, approve and adopt proposed Resolution No. 2546, modifying the Las Virgenes Municipal Water District Code to add federally declared emergency purchasing procedures.

RESOLUTION NO. 2546

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ADOPTING LAS VIRGENES MUNICIPAL WATER DISTRICT CODE TITLE 2, CHAPTER 6, ARTICLE 4, SECTION 412 – FEDERALLY DECLARED EMERGENCY PURCHASING PROCEDURES

(Reference is hereby made to Resolution No. 2546 on file in the District's Resolution Bok and by this reference the same is incorporated herein.)

Don Patterson, Director of Finance and Administration, presented the report.

Director Caspary moved to approve Item 10B. Motion seconded by Director Polan. Motion carried unanimously.

C Enterprise Resource Planning (ERP) System: Award

Accept the proposal from Tyler Technologies and authorize the General Manager to execute a contract, in the total amount of \$1,462,545, for an Enterprise Resource Planning System; and accept the proposal from SDI Presence LLC and authorize the General Manager to execute a contract, in the amount of \$273,000, for consulting services associated with implementation of the Enterprise Resource Planning System.

Angela Saccareccia, Finance Manager, presented the report. She responded to a question regarding the current annual cost for the existing software licensing by stating that it is approximately \$95,000 per year; however, there are other impending costs such as that for a new server. She noted that the District would gain efficiencies with the new system, such as a savings in staff time, new functionalities, web-based system, and

human resources components. Don Patterson, Director of Finance and Administration, added that there would be a savings related to the costs for the server and back-up recovery due to the ERP system being a cloud-based system.

A discussion ensued regarding the District paying for software modules in the past that were not used. Angela Saccareccia, Finance Manager, noted that Tyler Technologies would provide a District-wide license, and the District would only need to pay for one license as a whole as opposed to paying for individual licenses. Also, she explained that the District would not pay for software modules that it does not use.

Director Caspary moved to approve Item 10C. Motion seconded by Director Renger. Motion carried unanimously.

11. RESOURCE CONSERVATION AND PUBLIC OUTREACH

A Rancho Las Virgenes Farm Sprayfields Operation and Maintenance: Renewal of Agreement

Authorize the General Manager to execute a one-year agreement, in an amount not-to-exceed \$250,000, with W. Litten Land Preparation for the operation and maintenance of the Rancho Las Virgenes Farm Sprayfields.

General Manager David Pedersen presented the report.

Director Renger moved to approve Item 11A. Motion seconded by Director Polan. Motion carried unanimously.

12. INFORMATION ITEMS

A Reimbursable Expenses for Fiscal Year 2017-18.

B Claim by Richard Yost

13. NON-ACTION ITEMS

A Organization Reports/Agenda

None.

B Director's Reports on Outside Meetings

Board President Lewitt reported that he and General Manager David Pedersen attended the Business H2O Water Innovation Summit in Phoenix, Arizona. He noted that he and the General Manager met with Jim Gebhardt, Director of the U.S. Environmental Protection Agency's Water Infrastructure and Resiliency Finance Center, and discussed funding opportunities for the Pure Water Project Las Virgenes-Triunfo. He stated that Mr. Gebhardt expressed interest in meeting with District staff in Washington D.C.

Director Caspary reported that he attended the Santa Monica Bay Restoration Commission meeting the previous week where the Commission approved a list of ten projects, which would be forwarded to the California Coastal Conservancy Board. He noted that the Pure Water Demonstration Project was included on the list for a grant from Proposition 12 funds. He explained that General Manager David Pedersen and Resource Conservation Manager Dave Roberts also attended the meeting and answered questions posed by the Commission. He commented that it was likely the District would receive some grant funding for the project.

C General Manager Reports

(1) General Business

General Manager David Pedersen wished everyone Happy Holidays and a Happy New Year. He noted that the Las Virgenes – Triunfo Joint Powers Authority Meeting would be held on January 7, 2019, and the next Board meeting would be held on January 8, 2019.

(2) Follow-Up Items

General Manager David Pedersen noted that staff would be bringing back an item regarding back-up emergency generators.

D Directors' Comments

Board President Lewitt expressed his appreciation for being elected as the Board President. He also formally welcomed Director Lo-Hill to the Board.

Director Caspary noted that the Board signed proclamations recognizing three retiring District employees: Jan Dougall, Harold Matthews, and Larry Miller. He stated that he would personally miss these employees, and they would be hard to replace. Director Polan expressed the same sentiments.

14. FUTURE AGENDA ITEMS

None.

15. PUBLIC COMMENTS

None.

16. CLOSED SESSION

A Conference with Labor Negotiator (Government Code Section 54957.6):

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Director; and Kristi Recchia, Liebert Cassidy Whitmore

Employee Organizations: General and Office Units represented by the Service Employees International Union Local 721.

B Conference with Labor Negotiator (Government Code Section 54957.6):

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Director; and Kristi Recchia, Liebert Cassidy Whitmore

Employee Organization: Las Virgenes Manager, Supervisor, Professional and Confidential Employees Association.

The Board recessed to Closed Session at **7:34 p.m.** and reconvened to Open Session at **7:59 p.m.**

Keith Lemieux, District Counsel, announced that that during the Closed Session the Board received a report, provided direction to the labor negotiators, and there was no reportable action taken.

15. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **7:59 p.m.**

Jay Lewitt, 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
4232 Las Virgenes Road, Calabasas CA 91302

MINUTES
REGULAR MEETING

5:00 PM

January 8, 2019

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Andrew Spear.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **5:00 p.m.** by Board President Lewitt in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, Len Polan, and Lee Renger

Absent: None

Staff Present: David Pedersen, General Manager
David Lippman, Director of Facilities and Operations
Joe McDermott, Director of Resource Conservation and Public Outreach
Andrew Spear, Acting Information Systems Manager
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

General Manager David Pedersen noted a correction to Item 9A, which should be Fiscal Year 2017-18 Popular Annual Financial Report.

Director Polan moved to approve the agenda as amended with the correction to Item 9A. Motion seconded by Director Caspary. Motion carried unanimously.

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

A List of Demands: January 8, 2019: Ratify

B Directors' Per Diem – December 2018: Ratify

C J.D. Edwards Software: Annual Support and Maintenance Agreement

Authorize the General Manager to execute an annual support and maintenance agreement with Oracle Corporation, in the amount of \$73,925.03, plus applicable taxes, for the District's J.D. Edwards software.

D Monthly Cash and Investment Report – November 2018

Receive and file the monthly case and investment report for November 2018

Director Renger moved to approve the Consent Calendar. Motion seconded by Director Polan. Motion carried unanimously.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A MWD Representative Report and MWD Agenda

Glen Peterson, MWD Representative, reported that earlier in the day Gloria Gray was installed as the new Chair of the MWD Board. He noted that Leticia Vazquez-Wilson was elected as the Secretary. He also reported that the MWD Board approved a Future Supply Actions Funding Program grant to the District in the amount of \$339,500. He noted that he would be attending the Colorado River Board of California meeting where they would consider the Lower Basin Drought Contingency Planning Process.

B Legislative and Regulatory Updates

Joe McDermott, Director of Resource Conservation and Public Outreach, noted that the 2019 State Legislative Session reconvened on January 7th, and the Governor's budget would be due on January 10th. He also noted that the last day to introduce new bills would be February 22nd. He reported that Senator Henry Stern was appointed as the Chair of the Senate Natural Resources and Water Committee. He noted that Camrosa Water District (Camrosa) has been very active in legislative activities, and they reached out to the District regarding the possibility of partnering to support and/or oppose bills. He reported that Governor Gavin Newsom was inaugurated on January 7th. He also reported that the State Water Resources Control Board issued a draft report to implement a Low-Income Rate Assistance (LIRA) Program, which was called for through AB 401 (Dodd). He noted that comments to the draft report would be due by February 1st. He also

reported that Kathy Viatella was selected as the new MWD Executive Legislative Representative, replacing Kathy Cole who recently retired. He noted that a copy of the California Municipal Utilities Association (CUMA) White Paper on a Safe Drinking Water Comprehensive Package was provided to the Board. He reported that the Federal Government shutdown was still in effect, and the House of Representatives was in support of extending government funding for one month. He also noted that any items related to water, water infrastructure and wastewater are expected to remain a top priority.

C Water Supply Conditions Update

Joe McDermott, Director of Resource Conservation and Public Outreach, presented the report. He noted that Oroville Reservoir was at 29 percent of capacity but that most of the State Water Project reservoirs were at or above average levels. He noted that the Northern Sierra snowpack was 61 percent of normal, statewide snowpack was 68 percent of normal, and Upper Colorado River Basin snowpack was 90 percent of the average. He responded to a question regarding outreach efforts to remind ratepayers to turn off their sprinklers following rain by stating that staff was conducting outreach through social media and newspaper articles reminding ratepayers to adjust their sprinkler timers with the change in the seasons.

David Lippman, Director of Facilities and Operations, responded to a question regarding whether any runoff, ash or fire debris had been seen at the treatment plant by stating that staff had not seen ash or debris from the fire in the influent to the treatment plant.

Director Caspary noted that he had spoken with Edgar Dymally, who previously worked for the Division of Drinking Water and who was involved with the permitting for the Westlake Filtration Plant, and Mr. Dymally inquired regarding the impact of any ash flows on water quality. He noted that he explained to Mr. Dymally that fully treated water is sent to the reservoir, the watershed that drains into the lake is relatively small, and the District does not anticipate any issues with water quality.

Director Lo-Hill noted that people have asked about water quality following rain, specifically considering the runoff. Mr. Lippman responded that the District receives all of its water from MWD, which goes through their treatment plant. He noted that MWD and the District conduct extensive testing, and the District has not observed any effects of ash runoff to any surface water reservoirs for potable water. He also noted that staff has not observed any evidence of ash coming into the treatment plant.

Director Caspary inquired whether groundwater levels were relatively low since no significant inflow and infiltration had been observed. Mr. Lippman responded that inflow and infiltration is how water gets into the sewer system. He noted that the sewer systems were designed to use gravity to move the sewage to the treatment plant, and inflow and infiltration get into the sewer system when manholes become submerged. He stated that staff had not observed much inflow and infiltration, nor an increase of influent into the treatment plant with the recent rains because the ground is being recharged or it flows so quickly that it does not have an opportunity to get into the sewer system.

6. TREASURER

Director Lo-Hill stated that the Treasurer's report was in order.

7. FACILITIES AND OPERATIONS

A Woolsey Fire Response and Recovery Effort: Continuation of Emergency and Progress Update

Approve the continuation of an emergency declaration due to the Woolsey Fire.

General Manager David Pedersen presented the report.

Director Renger moved to approve Item 7A. Motion seconded by Director Polan.

General Manager David Pedersen responded to a question regarding the efforts taken during the emergency declaration by stating that the Board delegated additional authority to the General Manager and staff to issue contracts and respond to the emergency. He noted that the District also follows federal purchasing policies in order to be eligible for reimbursement from the Federal Emergency Management Agency (FEMA). He stated that staff would bring back information of all of the actions taken that were outside of normal policy.

Motion carried unanimously.

8. FINANCE AND ADMINISTRATION

A Continuation of Potable Water Standby Charge: Public Hearing, Introduction, and First Reading

Waive the full reading and call for proposed Ordinance No. 281 to be given first reading by title only.

(Waive further reading and introduce the Ordinance)

ORDINANCE NO. 281

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AS IT RELATES TO STANDBY CHARGES FOR FISCAL YEAR COMMENCING JULY 1, 2019

(Reference is hereby made to Ordinance No. 281 on file in the District's Ordinance Book and by this reference the same is incorporated herein.)

Board President Lewitt provided introductory remarks.

Josie Guzman, Clerk of the Board, reported that the District published a notice of public hearing in *The Acorn* on December 27, 2018, and January 3, 2019, and 1,804 postcards were mailed to new residents within the service area.

General Manager David Pedersen explained the purpose of the Water Standby Charge. He noted that the second reading and adoption of proposed Ordinance No. 281 would take place at the February 12, 2019 Regular Board meeting.

Board President Lewitt opened the Public Hearing at 5:36 p.m.

There were no public comments.

Josie Guzman, Clerk of the Board, confirmed that the District did not receive any written or verbal comments.

Board President Lewitt closed the Public Hearing at 5:37 p.m.

General Manager David Pedersen responded to a question regarding the use of the standby charges collected by stating that the funds are placed in the Potable Water Replacement Fund to repair and replace facilities. He noted that this fee is charged to all properties in the District for the right to connect to the water system at a future date. He explained that the a deferral program is available for customers who do not wish to connect their properties to the water system; however, once a customer choose to improve his or her property, the customer would need to pay the accrued deferred amount in order to connect to the water system.

Director Renger moved to waive the full reading and call for proposed Ordinance No. 281 to be given first reading by title only, waive further reading, and introduce Ordinance No. 281. Motion seconded by Director Caspary. Motion carried by the following roll call vote:

AYES: Caspary, Lewitt, Lo-Hill, Polan, Renger
NOES: None
ABSTAIN: None
ABSENT: None

Keith Lemieux, District Counsel, read Ordinance No. 281 by title only.

9. INFORMATION ITEMS

A Fiscal Year 2017-18 Popular Annual Financial Report

Director Caspary inquired whether a copy of the Popular Annual Financial Report (PAFR) was sent to all customers. General Manager David Pedersen responded that a copy of the report was posted on the District's website, and copies were available for viewing at the District. He also suggested that customers could be informed through eNotification.

Director Polan inquired regarding the \$4.6 million spent on the Westlake Filtration Plant Expansion. David Lippman, Director of Facilities and Operations, responded that this amount was paid in Fiscal Year 2017-18 for work performed in 2017. General Manager David Pedersen noted that this work was related to construction for the expansion of the filter plant not the Torchwood Tank.

Director Lo-Hill inquired whether 70 percent of the water served in the District continued to be used for outdoor landscaping. Joe McDermott, Director of Resource Conservation and Public Outreach, responded that the 70 percent figure was an approximate and that staff was working on a number of efforts that would allow the figure to be refined.

Mr. McDermott also mentioned that the PAFR would be highlighted in *The Current Flow*.

10. NON-ACTION ITEMS

A Organization Reports

None.

B Director's Reports on Outside Meetings

Director Caspary reported that he attended the Calabasas New Beginnings Gala on January 5th, and the City recognized General Manager David Pedersen with an award for "2018 Outstanding Community Engagement During Crisis" for the District's response to the Woolsey Fire. He noted that District employees were also recognized for their performance during the fire.

C General Manager Reports

(1) General Business

General Manager David Pedersen noted that Andrew Spear would be serving as the Acting Information Systems Manager. He also noted the following upcoming calendar items: Martin Luther King Jr. Holiday on January 21st, the WaterWise Breakfast on January 17th, the California Association of Sanitation Agencies (CASA) Conference from January 23rd through 25th, and a Special Board Meeting on January 29th.

(2) Follow-Up Items

D Directors' Comments

Director Polan expressed his appreciation to staff for the clarity of the financial report.

11. FUTURE AGENDA ITEMS

None.

12. PUBLIC COMMENTS

None.

13. CLOSED SESSION

A Conference with Labor Negotiator (Government Code Section 54957.6):

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Manager; and Kristi Recchia, Liebert Cassidy Whitmore

Employees Organizations: General and Office Units represented by the Service Employees International Union Local 721

B Conference with Labor Negotiator (Government Code Section 54957.6):

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Manager; and Kristi Recchia, Liebert Cassidy Whitmore

Employees Organizations: Las Virgenes Manager, Supervisor, Professional and Confidential Employees Association

The Board recessed to Closed Session at **5:52 p.m.** and reconvened to Open Session at **6:18 p.m.**

Keith Lemieux, District Counsel, announced that during the Closed Session the Board received a report, and there was no reportable action taken.

14. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **6:18 p.m.**

Jay Lewitt, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:

Charles Caspary, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)



January 29, 2019 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Annual Supply and Delivery of Ferric Chloride: Renewal

SUMMARY:

On January 9, 2018, the Board awarded a one-year contract with four one-year renewal options, in the amount of \$80,400.38 each (\$489.50 per dry ton), to Miles Chemical Company for the annual supply and delivery of ferric chloride. Ferric chloride is used to minimize the formation of hydrogen sulfide in raw sludge as it is pumped to the Rancho Las Virgenes Composting Facility. Due to increasing costs driving volatility in the chemical market, Miles has agreed to a negotiated 13.8% increase in its pricing for the first renewal option, resulting in an annual cost of \$91,487.25 (\$557.00 per dry ton). Staff recommends accepting the renewal option and issuing a one-year purchase order with three one-year renewal options.

RECOMMENDATION(S):

Authorize the General Manager to issue an annual purchase order to Miles Chemical Company, in the amount of \$91,487.25, with three one-year renewal options for the supply and delivery of ferric chloride.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The cost of this action is \$11,086.87, which constitutes a 13.8% increase in the chemical pricing, from \$80,400.38 to \$91,487.25 annually. Sufficient funds are available in the adopted Fiscal Year 2018-19 Budget and will be recommended in future year budgets.

DISCUSSION:

In November 2017, a formal request for bids was issued for the annual supply and delivery of ferric chloride. Three bids were received with Miles Chemical Company submitting the lowest responsible bid. The Board authorized the General Manager to issue an initial one-year purchase order, in the amount of \$75,050, with four one-year renewal options, in the amount of \$80,401 each (\$489.50 per dry ton).

During discussion of the first renewal option in December 2018, Miles proposed an increase of 16.2%, from \$489.50 to \$569.00 per dry ton due to increased cost in raw materials and transportation. Staff negotiated with Miles to reach a revised renewal offer of \$557.00 per dry ton, which corresponds to a 13.8% increase. Staff recommends that the Board accept the negotiated renewal offer.

In the last six months, the District has experienced a noticeable upward trend in its chemical costs. The chemical market shown volatility due to fluctuating raw material costs, trade restrictions, transportation costs and the impact of natural disasters. From August through December 2018, the District had seven chemical contracts up for renewal, including ferric chloride. In past years, the chemical renewals were executed with little if any increases. However, only one of six chemical contracts was renewed this year with an increase of 10% or less. All of the other renewal offers were for more than a 10% increase. Two chemical contracts were rebid, resulting in 10.5% and 30% increases. A third bid is pending, and the two remaining contract renewals were approved with 10.5% and 25% increases.

Due to current market conditions, it is unlikely that a new bid process would result in lower costs or an increase of less than 10%. The next lowest bid for ferric chloride in 2017 was \$515.00 per dry ton. Based on this information the proposed increase from Miles would still be less than a 10% increase of the next lowest bid. As a result, staff recommends accepting the negotiated renewal offer from Miles.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Accepting the negotiated renewal offer from Miles avoids the added expense of a formal bid process, while ensuring the District receives competitive pricing throughout the year based on the current chemical market.

Prepared by: Gretchen Bullock, Purchasing Supervisor



January 29, 2019 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject : Woolsey Fire Response and Recovery Effort: End of Emergency

SUMMARY:

On November 12, 2018, the Board declared a state of emergency due to the Woolsey Fire that broke out on the afternoon of Thursday, November 8, 2018 in Ventura County near the Santa Susana Field Laboratory. The fire quickly spread into the District's service area due to low relative humidity and strong Santa Ana winds. District facilities experienced significant damage that required immediate action without delay to restore normal water and wastewater services.

The necessary immediate and emergency actions have been completed, so it is now appropriate for the Board to end the Declaration of Emergency for the District. It is important to note that the Woolsey Fire recovery efforts will remain a top priority for the District; however, staff proposes to adhere to all non-emergency District policies for those on-going efforts. Attached for reference is a summary of all expenses incurred for the District's immediate and emergency actions for the Woolsey Fire, which total \$321,921.

RECOMMENDATION(S):

End the Declaration of Emergency due to the Woolsey Fire.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with ending the emergency declaration. However, it is

appropriate to report on the cost of the District's immediate and emergency actions at this time, which totaled \$321,921 (\$294,653 for LVMWD-only facilities and \$27,268 for JPA facilities). Staff continues to coordinate with the District's insurance carrier, FEMA and CalOES representatives to seek reimbursement for the immediate and emergency actions, together with planned recovery work.

DISCUSSION:

On November 12, 2018, the Board declared a state of emergency due to the Woolsey Fire that broke out on the afternoon of Thursday, November 8, 2018 in Ventura County near the Santa Susana Field Laboratory. The fire quickly spread into the District's service area due to low relative humidity and strong Santa Ana winds. The fire burned almost 97,000 acres in Los Angeles and Ventura counties, destroyed 1,500 structures, and damaged 340 structures. Over 350 structures were destroyed in the District's service area.

District facilities experienced significant damage that required immediate action without delay to restore normal water and wastewater services and to ensure safe working conditions for staff. These facilities included the Westlake Filtration Plant, Rancho Las Virgenes Composting Facility, the potable water distribution system, the headquarters site and several tank sites. The necessary immediate and emergency actions have now been completed, so it is appropriate for the Board to end the Declaration of emergency for the District. It is important to note that the Woolsey Fire recovery efforts will remain a top priority for the District; however, staff proposes to adhere to all non-emergency District policies for those on-going efforts.

With respect to the immediate and emergency actions, 91 staff members logged over 6,000 hours responding to the fire. The cost for the immediate and emergency actions was \$321,921, including \$294,653 for LVMWD-only facilities and \$27,268 for JPA facilities. Attached for reference is a summary of all the associated expenses incurred for the District's response.

With completion of the immediate and emergency needs, staff has directed its focus on recovery and restoration of the damaged facilities. Several Requests for Proposals (RFPs) were issued and identify the required restoration and enhancements to fire harden the damaged facilities. The scope of work consists of developing plans and specifications for the restoration work. The RFP responses are due on February 20, 2019, and a recommendation for award will be made to the JPA Board on March 4, 2019 (JPA facilities) and to the LVWMD Board on March 12, 2019 (LVMWD-only facilities).

GOALS:

Construct, Manage and Maintain All Facilities and Provide Services to Assure System Reliability and Environmental Compatibility

Prepared by: David R. Lippman, P.E., Director of Facilities and Operations

ATTACHMENTS:

Summary of Woolsey Fire Expenses for Immediate and Emergency Actions

| Las Virgenes - Triunfo Joint Powers Authority | |
|--|-----------|
| RW Tanks, Reservoirs and Wells | |
| W.Litten (erosion control) | \$ 6,094 |
| Rentals (pipe & clamps) | \$ 2,871 |
| Treatment/Centrated Treatment | |
| Diesel fuel | \$ 876 |
| Treatment/Composting | |
| Electrical supplies | \$ 2,775 |
| W.Litten (erosion control) | \$ 5,580 |
| Safety glasses, respirators, traffic cones | \$ 1,529 |
| Restoration services (\$5.2K) HVAC services (\$1.3K) | \$ 6,510 |
| Treatment/Reclamation | |
| HVAC | \$ 1,033 |
| Subtotal JPA: \$ 27,268 | |
| Las Virgenes Municipal Water District | |
| Administration | |
| Food and Supplies for EOC | \$ 3,249 |
| Building 8 Maintenance | |
| Piping supplies/parts | \$ 4,011 |
| HVAC services (\$3K); facility restoration (\$61K) | \$ 63,515 |
| Building 7 and Yard Maintenance | |
| HVAC services | \$ 1,373 |
| Customer Service | |
| Bankcard Center (Bulk Calls) | \$ 2,919 |
| Distribution | |
| Piping parts/supplies | \$ 11,703 |
| Mulholland & Troutdale valve installation | \$ 34,036 |
| 33239 Mulholland Hwy main break repair | \$ 66,400 |
| Meter Service | |
| Misc. supplies | \$ 381 |
| Pump Stations | |
| Gas, diesel, misc. supplies | \$ 23,352 |
| Generator rental (\$35.5K); replace analog card (\$2.5K) | \$ 38,106 |
| Replacement PLC Panel | \$ 10,416 |
| Tanks and Reservoirs | |
| Solar charging kit | \$ 569 |
| W.Litten (erosion control) | \$ 1,064 |
| Treatment | |
| Facility restoration | \$ 5,521 |
| Fence/gate repair | \$ 171 |
| Pumps (\$24K); misc. supplies (\$1.5K) | \$ 25,465 |
| Chemical pump | \$ 2,400 |
| Subtotal LVMWD: \$ 294,653 | |
| Total Both Agencies: \$ 321,921 | |



Memorandum

To: Board of Directors
From: Syrus Devers, Best Best & Krieger
Date: January 18, 2019
Re: Monthly State Political Report

Legislative Report

In General

The pending PG&E bankruptcy is hanging over the Capitol like a cloud. Although PG&E is the largest public utility in the west, and bankruptcy would have fiscal implication for years to come for the state and rate payers, the fact of the matter is that 60% of Californians are *not* served by PG&E and that majority sees no reason why they should go out of their way for an unpopular public utility.

The 2019 session opened with the usual flourish on January 7th, but the bill introductions are only trickling in at this point. The first day of session last December 3rd saw a higher than usual number of bill introductions with just under 200 bills (AB's and SB's, not counting resolutions) getting put across the desk, but as of January 15th there were only 343 introduced bills. Procedurally, bills cannot be heard or amended for 30 days after introduction.

The Budget

Governor Newsom's budget was released on schedule January 10th and is being praised by the nonpartisan Legislative Analyst's Office (LAO) as fiscally prudent. Revenues continue to grow and costs, mainly health care, were slightly lower than anticipated, which left Newsom with about \$20 billion in discretionary funds. His budget proposes to spend nearly half that amount on debt retirement, including \$5.3 billion on unfunded pension liability—a cause near and dear to Sen. John Moorlach. Continuing on the path of his predecessor in office, Newsom's second highest priority is one-time programmatic spending, albeit at a higher level than Governor Brown. Overall the proposed budget grew by 7.5%, but spending remained flat due to the significant amount attributed to debt retirement and the smaller amounts held back in reserves.

The Governor's budget also revealed some of his priorities relating to water policy. Water industry lobbyists were hopeful that life under the Newsom administration would be calmer than under Jerry Brown's intense focus on water; none of Newsom's statements leading up to the release of the budget said anything about water, and nothing in the budget summaries mentioned water, but buried down in the details, and then mentioned during Q&A at the budget press conference, the tax on water is written into the budget. That was followed the next day by the announcement that the CEO of the Water Education Foundation, Wade Crowfoot, would be the Natural Resources Secretary. The good news is that it's going to be business as usual: the bad news is that business has been pretty rough, and it looks like there's no end to it in sight.

Tax on Water

In addition to the budget language, Assembly Member Bloom introduced AB 134, and Assembly Member Eduardo Garcia introduced AB 217, as a place holders for the water tax. This is double threat since advocates will have to fight the issue in both budget and policy committees, and Bloom chairs the budget subcommittee on natural resources that will hear the budget proposal. ACWA has already began organizing the lobbyists to oppose the tax, as well as drafting a counterproposal.

Administrative Report

On January 3rd the SWRCB released its report on options for implementing the Low-Income Water Rate Assistance Program (LIRA), which was due on February 1, 2018 (oops), and is taking comments until February 1st...of this year.

Proposed State Measures - 2019

Prepared by Best Best & Krieger
January 17, 2019

A. Priority Support/Oppose

| Measure | Author | Topic | Status | Brief Summary | Position | Priority | Notes 1 |
|------------------------|-------------------|---|--------------------------------|---|------------------|---------------------------------|--------------------|
| AB 134 | <u>Bloom D</u> | Safe, clean, affordable, and accessible drinking water. | 1/7/2019- Read first time. | Would state findings and declarations relating to the intent of the Legislature to adopt policies to ensure that every Californian has the right to safe, clean, affordable, and accessible drinking water. | Out for Analysis | A. High Priority Support/Oppose | Spot bill for now. |
| AB 217 | <u>Garcia, E.</u> | Safe, clean, affordable, and accessible drinking water. | 1/16/2019 -Read first time. | This bill would establish the Safe and Affordable Drinking Water Fund in the State Treasury and would provide that moneys in the fund are available, upon appropriation by the Legislature, to the board to provide a stable source of funding to secure access to safe drinking water for all Californians, while also ensuring the long-term sustainability of drinking water service and infrastructure. | Out for Analysis | A. High Priority Support/Oppose | Spot bill for now. |

B. Watch

| Measure | Author | Topic | Status | Brief Summary | Position | Priority | Notes 1 |
|------------------------|----------------|---------------------------------------|-------------------------------|---|------------------|----------|------------|
| AB 129 | <u>Bloom D</u> | Waste management: plastic microfiber. | 1/7/2019- Read first time. | Would declare the intent of the Legislature to, among other things, enact legislation to recognize the emerging threat that microfibers pose to the environment and water quality and would make related findings and declarations. | Out for Analysis | B. Watch | Spot bill. |

| Measure | Author | Topic | Status | Brief Summary | Position | Priority | Notes 1 |
|------------------------------|---------------------------------|---|--|---|------------------|-----------------|----------------|
| <u>SB 1</u> | <u>Atkins D</u> | California Environmental, Public Health, and Workers Defense Act of 2019. | 12/4/2018 -From printer. May be acted upon on or after January 3. | Current state law regulates the discharge of air pollutants into the atmosphere. The Porter-Cologne Water Quality Control Act regulates the discharge of pollutants into the waters of the state. The California Safe Drinking Water Act establishes standards for drinking water and regulates drinking water systems. The California Endangered Species Act requires the Fish and Game Commission to establish a list of endangered species and a list of threatened species, and generally prohibits the taking of those species. This bill would require specified agencies to take prescribed actions regarding certain federal requirements and standards pertaining to air, water, and protected species, as specified. | Out for Analysis | B. Watch | |
| <u>SB 19</u> | <u>Dodd D</u> | Water resources: stream gages. | 12/4/2018 -From printer. May be acted upon on or after January 3. | Would require the Department of Water Resources and the State Water Resources Control Board, upon an appropriation of funds by the Legislature, to develop a plan to deploy a network of stream gages that includes a determination of funding needs and opportunities for modernizing and reactivating existing gages and deploying new gages, as specified. The bill would require the department and the board, in consultation with the Department of Fish and Wildlife, the Department of Conservation, the Central Valley Flood Protection Board, interested stakeholders, and, to the extent they wish to consult, local agencies, to develop the plan to address significant gaps in information necessary for water management and the conservation of freshwater species. | Out for Analysis | B. Watch | |

| Measure | Author | Topic | Status | Brief Summary | Position | Priority | Notes 1 |
|--------------------------------|-------------------------|---|---|---|------------------|-----------------|----------------|
| SB 45 | Allen D | Wildfire, Drought, and Flood Protection Bond Act of 2020. | 12/4/2018 -From printer. May be acted upon on or after January 3. | Would enact the Wildfire, Drought, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of bonds in an unspecified amount pursuant to the State General Obligation Bond Law to finance projects to restore fire damaged areas, reduce wildfire risk, create healthy forest and watersheds, reduce climate impacts on urban areas and vulnerable populations, protect water supply and water quality, protect rivers, lakes, and streams, reduce flood risk, protect fish and wildlife from climate impacts, improve climate resilience of agricultural lands, and protect coastal lands and resources. | Out for Analysis | B. Watch | |
| Total Measures: 6 | | | | | | | |
| Total Tracking Forms: 6 | | | | | | | |

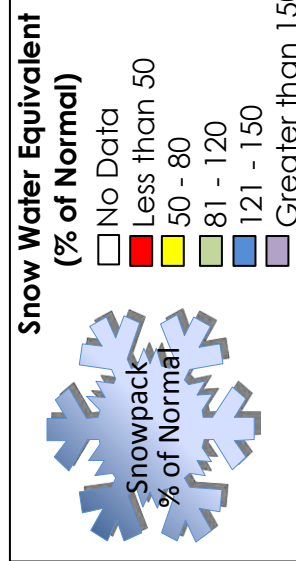
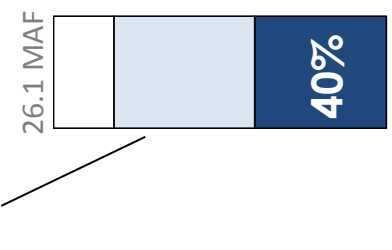
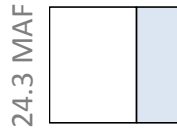
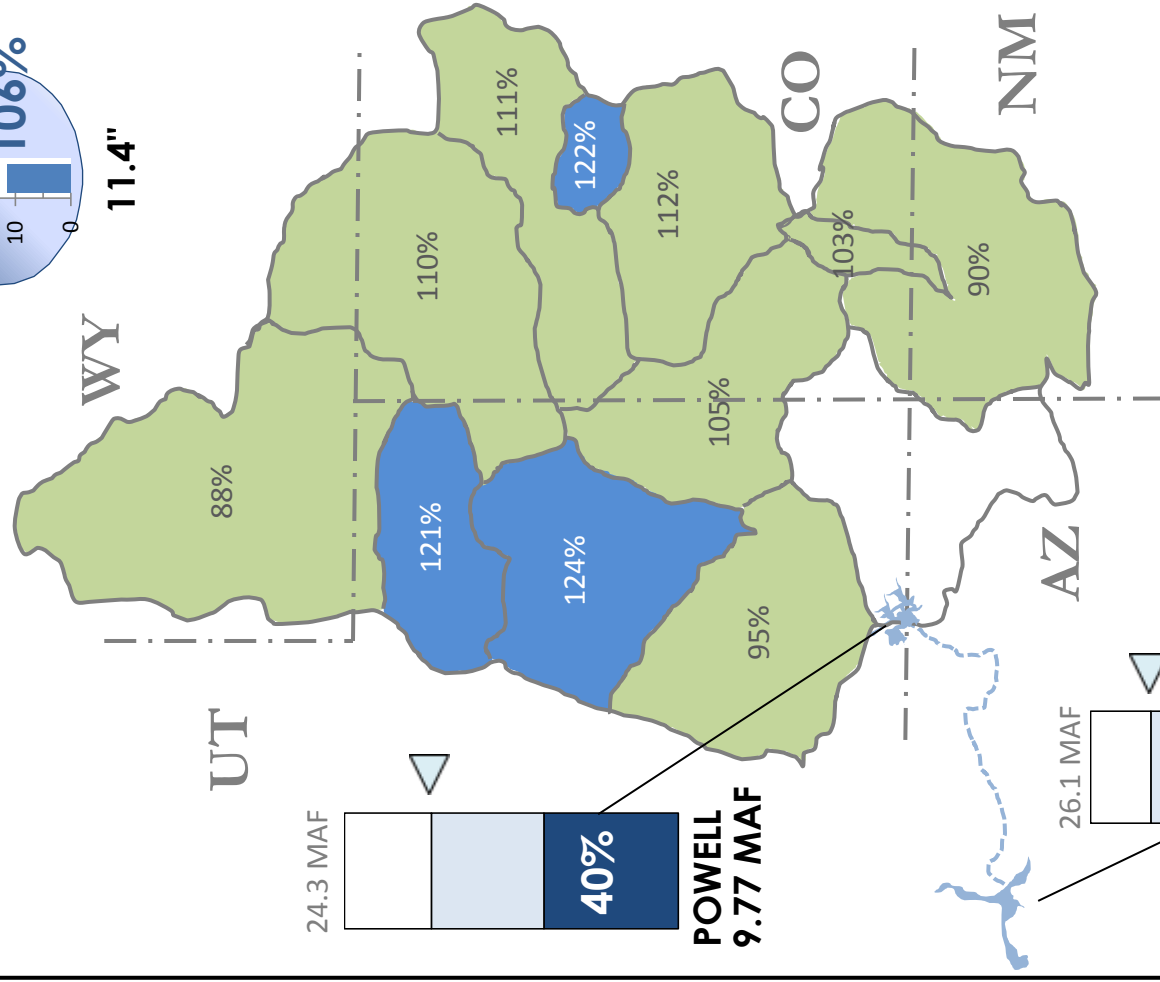
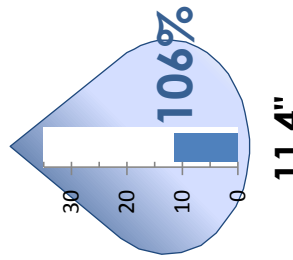


Water Supply Conditions Report

As of: 01/21/2019

2019 Colorado River

Upper Colorado River Basin
 899,829 AF
 72% of full CRA
 Does not include storage withdrawals



Turn page for more CRA Data

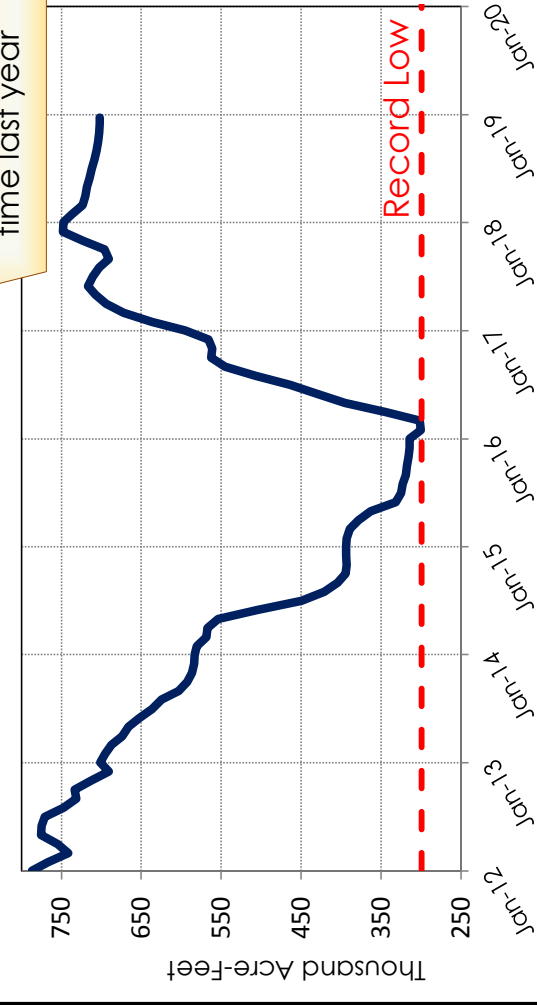
Flip Over for SWP Data

Highlights

- Northern Sierra snowpack is at 115% of normal
- Upper Colorado River Basin snowpack is at 106% of normal
- Southern California precipitation well above normal - Los Angeles (168% of normal) and San Diego (153% of normal)

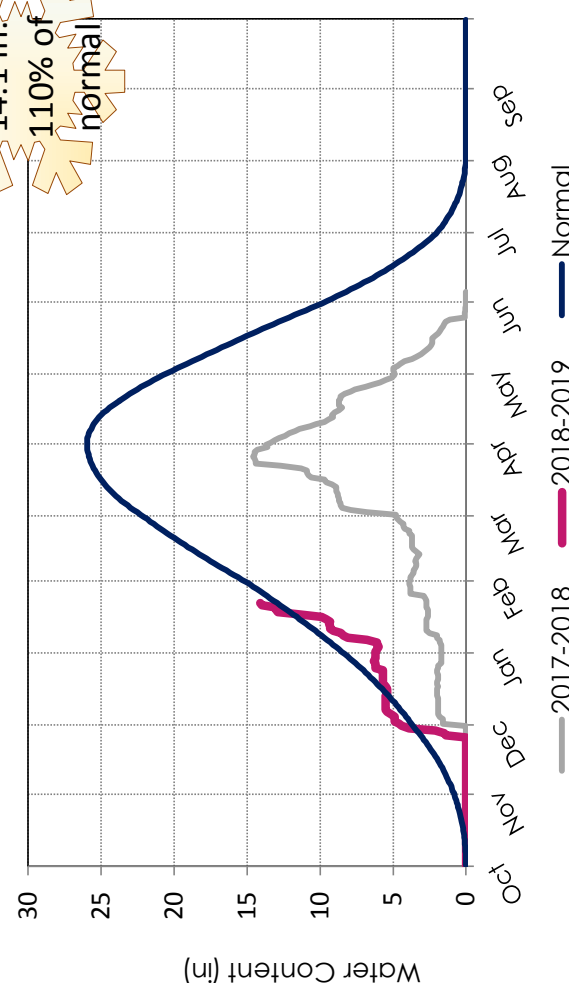
Diamond Valley Lake Storage

Capacity: 810 TAF

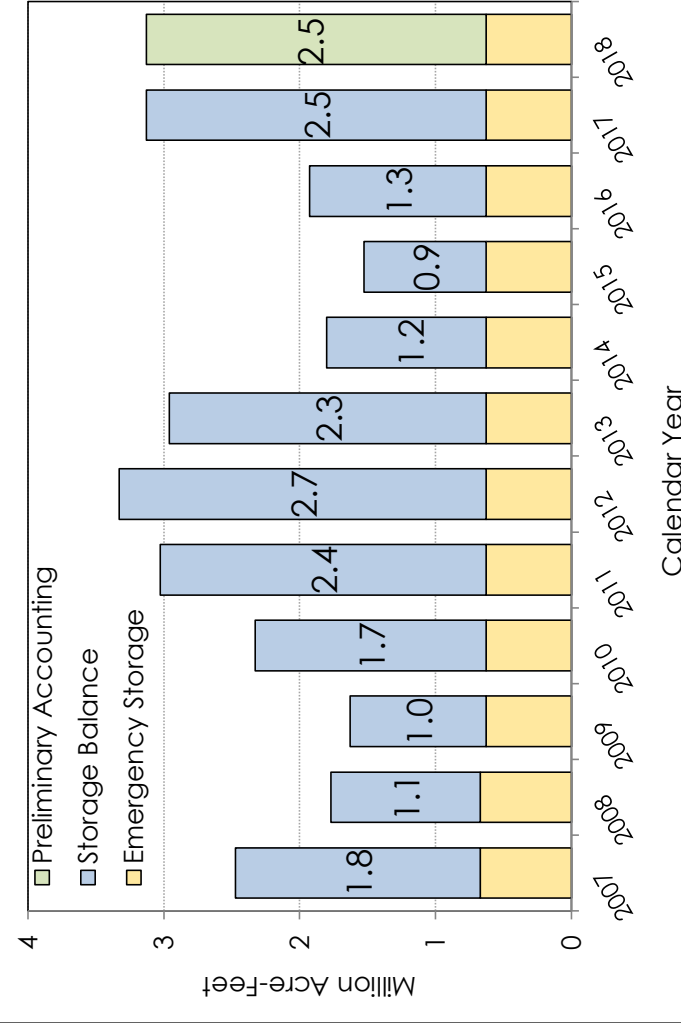


Southern Sierra Snowpack

14.1 in.
110% of normal

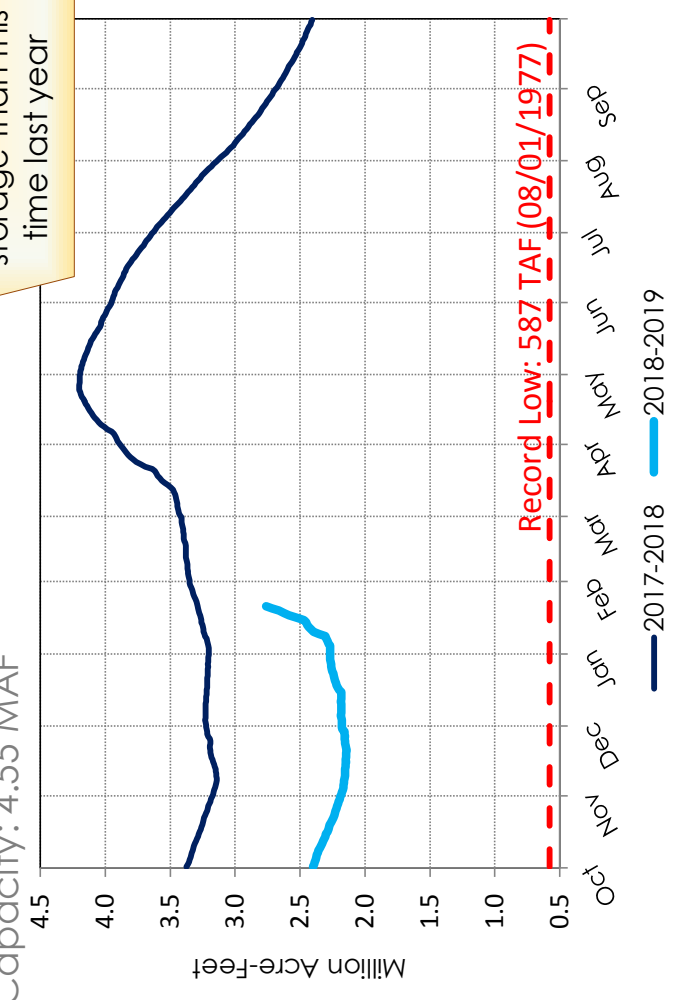


MWD Storage Reserve Levels



Lake Shasta Reservoir Storage

Capacity: 4.55 MAF



This report is produced by the Water Resource Management Group and contains information from various federal, state, and local agencies. The Metropolitan Water District of Southern California cannot guarantee the accuracy or completeness of this information. Readers should refer to the relevant state, federal, and local agencies for additional or for the most up to date water supply information. Reservoirs, lakes, aqueducts, maps, watersheds, and all other visual representations on this report are not drawn to scale.

<http://www.mwdh2o.com/WSCR>

This report is best printed double sided on legal size paper (8.5" x 14") and folded in quarters

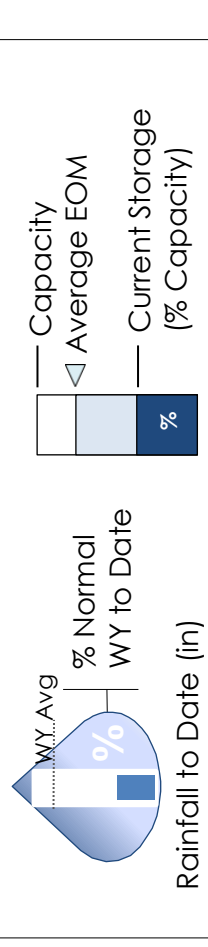
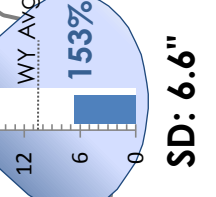
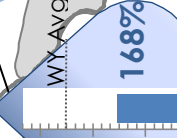
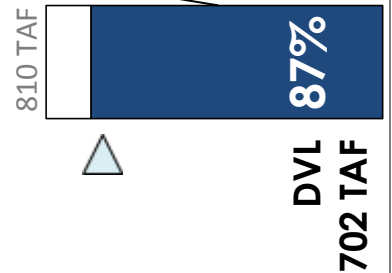
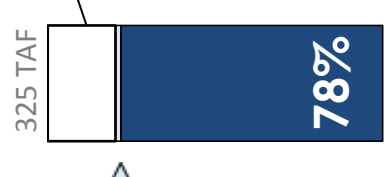
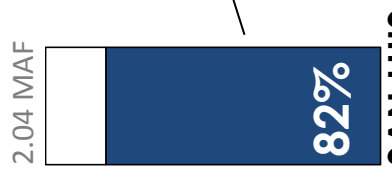
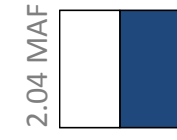
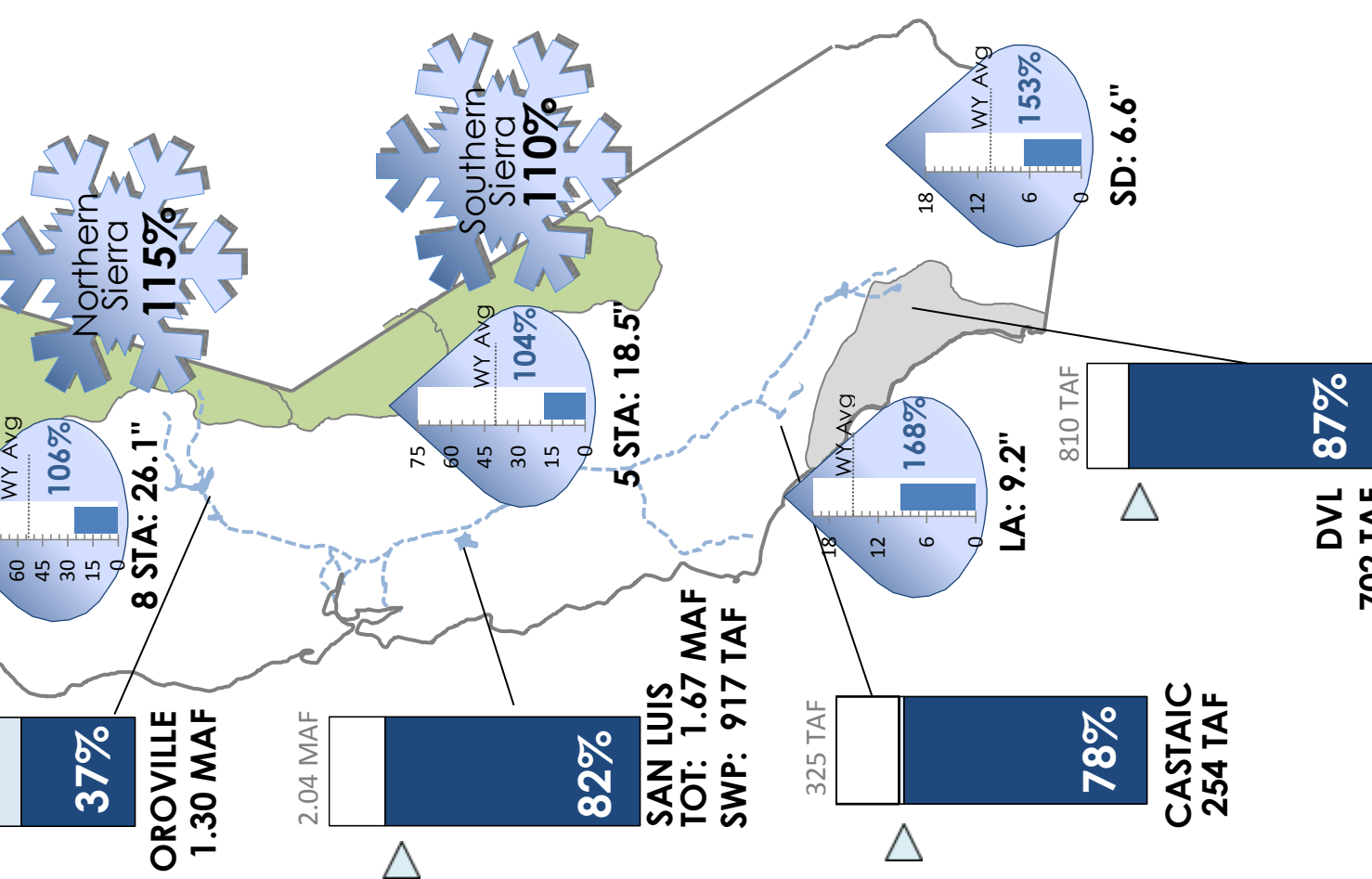


Water Supply Conditions Report

As of: 01/21/2019

2019 SWP Allocation

191,150 AF
 10% of Table A



Turn page for more CRA Data

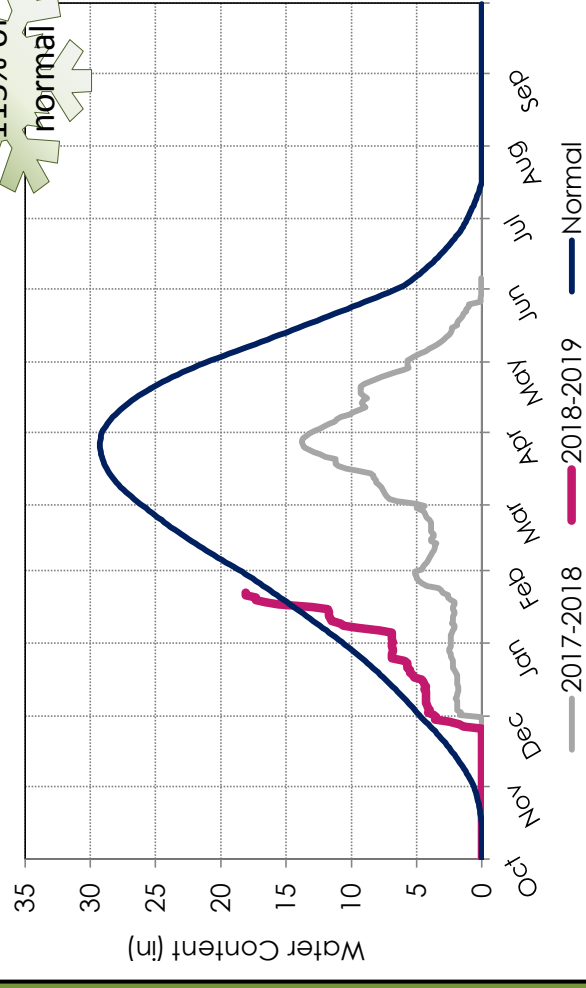
Flip Over for SWP Data

State Water Project Resources

As of: 01/21/2019

Northern Sierra Snowpack

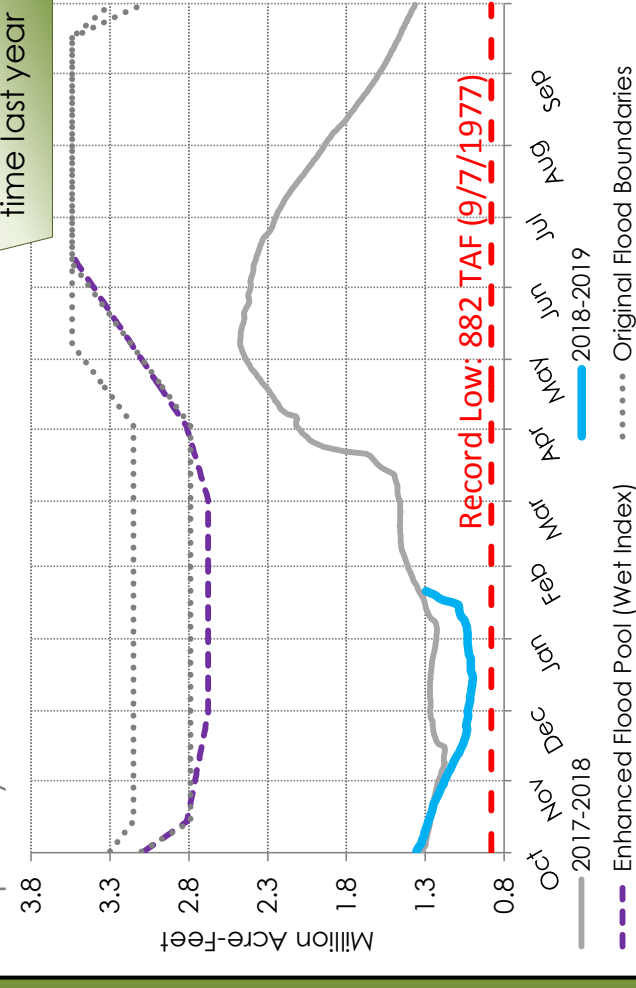
18.1 in.
115% of normal



Oroville Reservoir Storage

43 TAF less in storage than this time last year

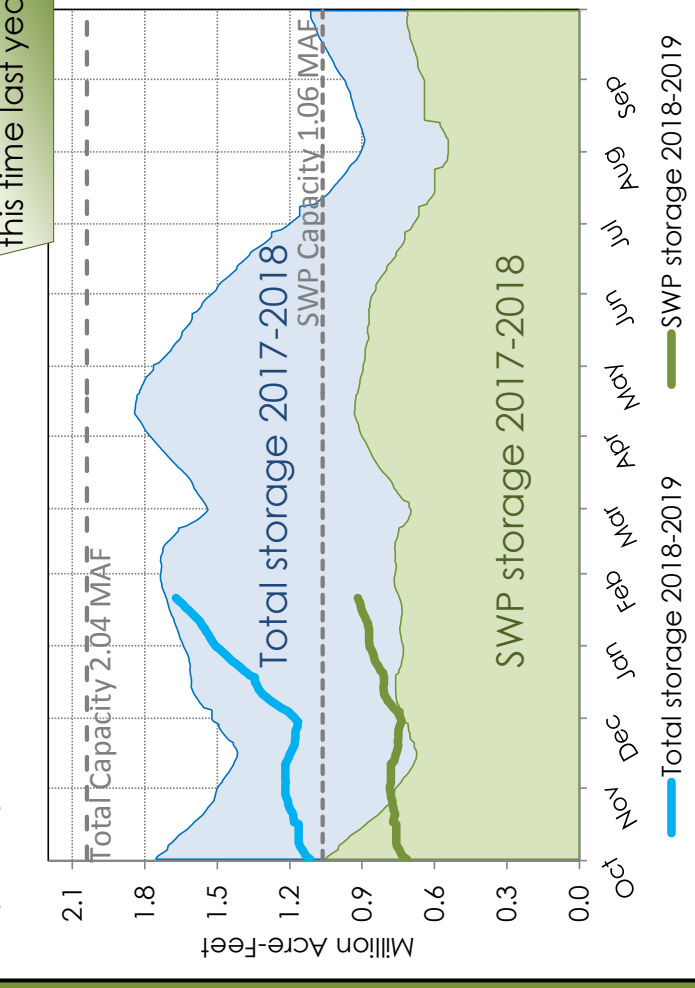
Capacity: 3.5 MAF



San Luis Reservoir Storage

172 TAF more in SWP storage than this time last year

Capacity: 2.04 MAF

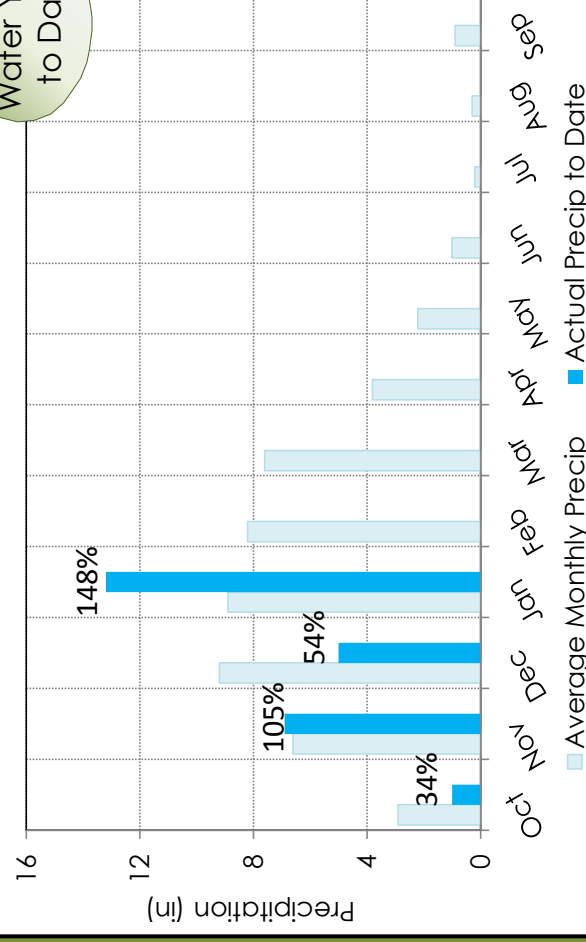


Colorado River Project Resources

As of: 01/21/2019

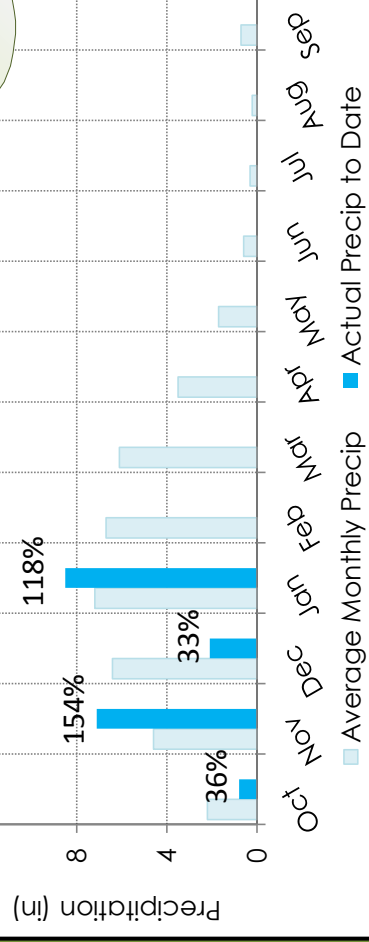
8 Station Index Precip

26.1 in.
Water Year to Date



5 Station Index Precip

18.5 in.
Water Year to Date

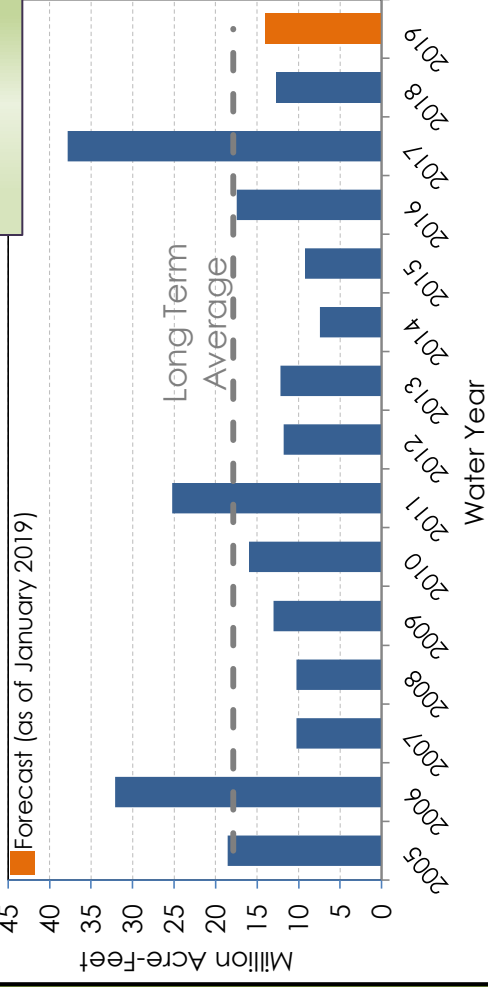


Other SWP Contract Supplies for 2019 (AF)

| | |
|----------------------|---------|
| Transfer/Exchanges | TBD |
| Pool A/B (Purchased) | TBD |
| Carryover Supplies | 256,000 |

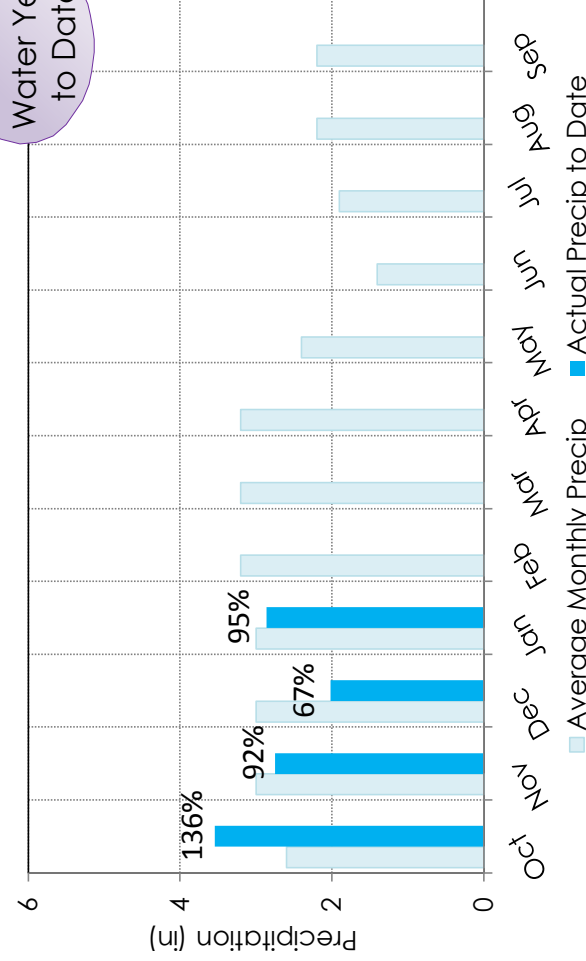
Sacramento River Runoff

WY 2019 (forecast)
78% of normal

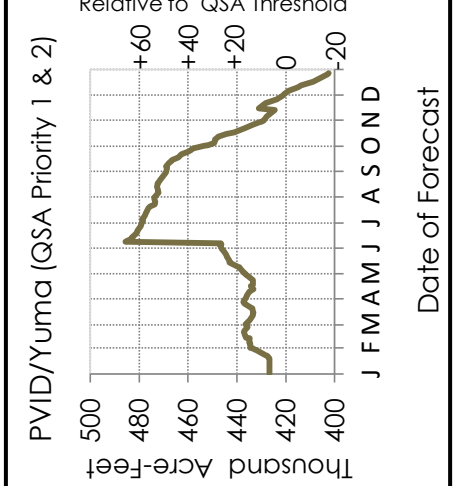


Upper Colorado Basin Precip

11.4 in.
Water Year to Date



2018 Colorado River Ag Use



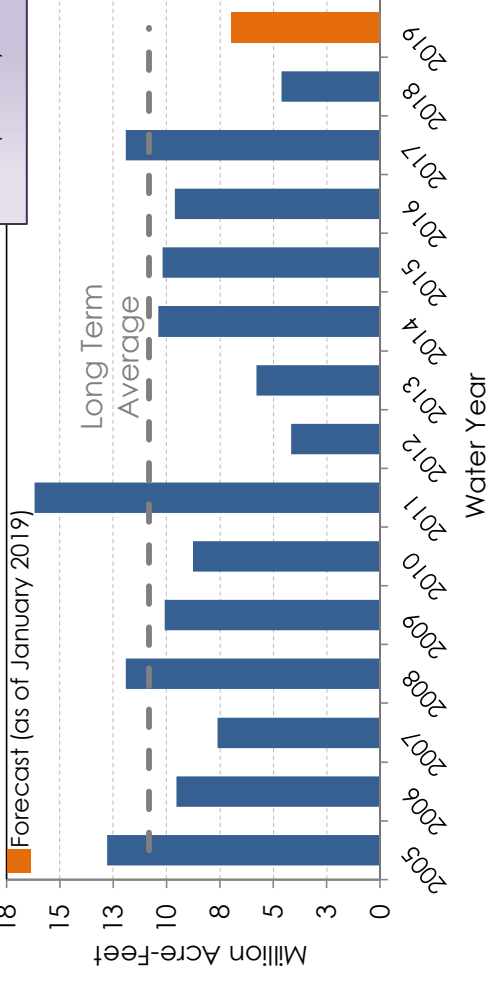
Lake Mead Shortage/Surplus Outlook

| | | | | | |
|----------|------|------|------|------|------|
| Shortage | 2019 | 2020 | 2021 | 2022 | 2023 |
| Surplus | 0% | 57% | 68% | 70% | 65% |
| | 0% | 0% | 3% | 5% | 7% |

Likelihood based on results from the August 2018 CRSS model run.

Powell Unregulated Inflow

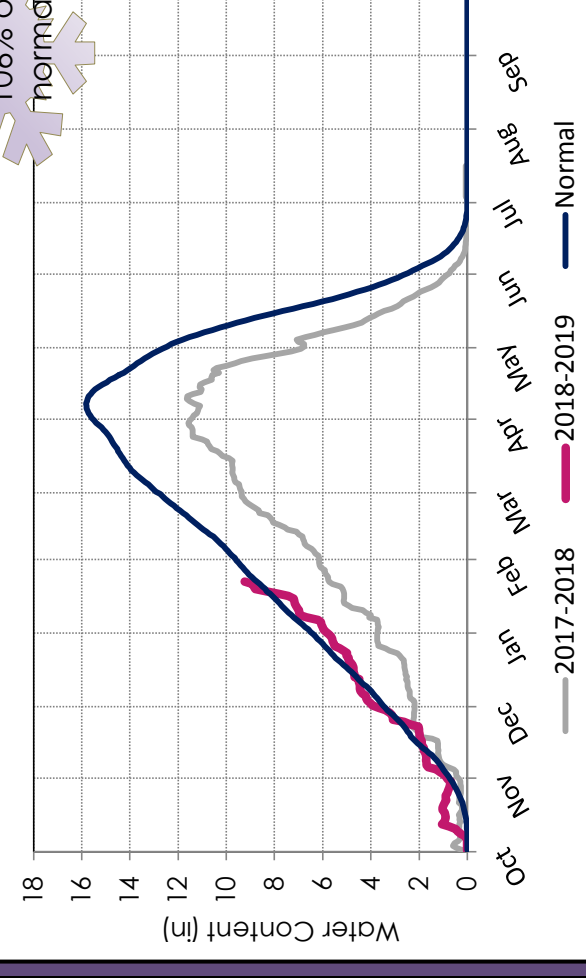
WY 2019 (forecast)
64% of normal



Colorado River Resources

Upper Colorado Basin Snowpack

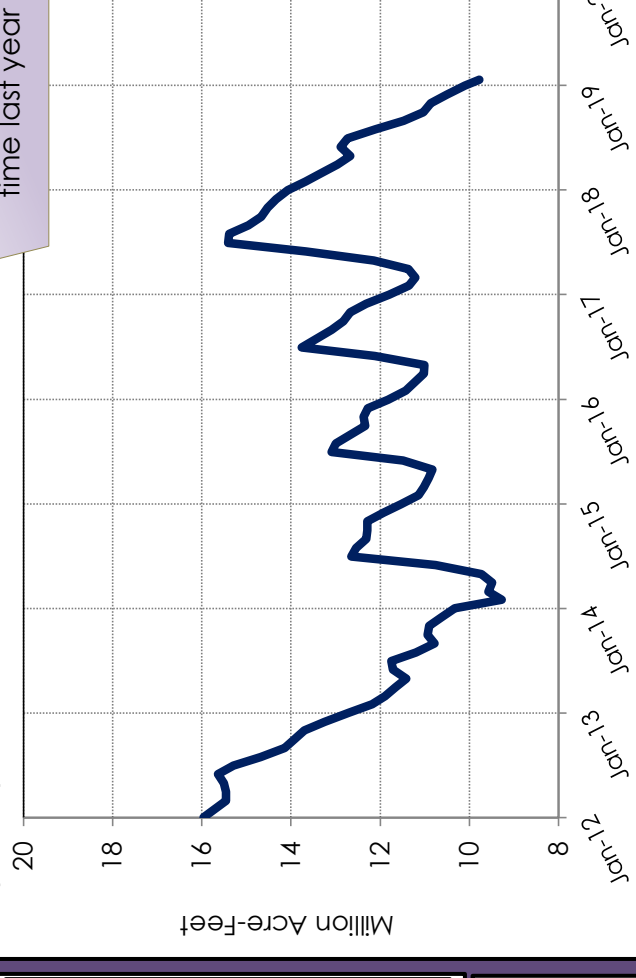
9.2 in.
106% of normal



Lake Powell Storage

4.04 MAF less in storage than this time last year

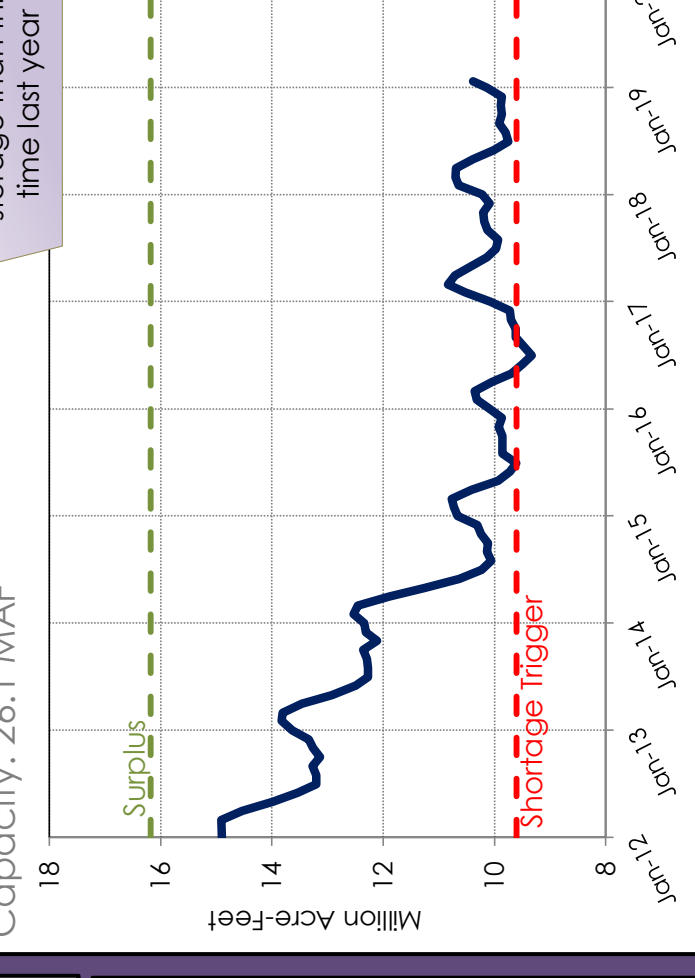
Capacity: 24.3 MAF



Lake Mead Storage

11.6 TAF less in storage than this time last year

Capacity: 26.1 MAF





January 29, 2019 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : Phase 2 White Paper on Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions: Award

SUMMARY:

In May 2018, the District participated in the preparation of a Phase 1 White Paper entitled *Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions*. The study was prepared in partnership with the Main San Gabriel Watermaster and Water Replenishment District of Southern California to explore the opportunity for diverting urban runoff and first flush stormwater to the region's wastewater treatment plants to generate a new source of recycled water. The white paper identified the merits of the strategy, while recognizing the need to engage a broader group of stakeholders to address the potential challenges and complexities.

The Phase 2 White Paper is intended to evaluate the opportunity for controlled and strategic integration of the region's existing stormwater and wastewater systems to achieve multiple benefits: (1) enhance the quality of receiving waters in Los Angeles County, and (2) increase water supplies available for recycling. As proposed, the work would be performed by Jacobs Engineering Group, Inc., with input and oversight from 12 public agency participants including the District. Based on the terms of a proposed cooperative funding agreement, the 11 other participants would provide \$334,500 toward the work. In addition, Metropolitan Water District of Southern California (MWD) approved a Future Supply Actions Funding Program grant in the amount of \$339,500.

RECOMMENDATION(S):

Authorize the General Manager to execute a professional services agreement with Jacobs Engineering Group, Inc., in the amount of \$694,000; a Future Supply Actions Funding Program grant agreement with Metropolitan Water District of Southern California, in the amount of \$339,500; and a cooperative funding agreement among 12 public agency participants to collaboratively prepare a Phase 2 White Paper on tapping into available capacity in existing infrastructure to create water supply and water quality solutions.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

No

FINANCIAL IMPACT:

The net cost to the District for the Phase 2 White Paper is \$20,000. The total cost of the study is \$694,000 with \$339,500 provided by MWD through its Future Supply Actions Funding Program and \$334,500 reimbursed by 11 other public agency participants. Sufficient funds are available in the adopted Fiscal Year 2018-19 Budget for the work.

DISCUSSION:

Background:

Beginning in January 2018, the General Manager participated as a water agency member of the Stakeholder Advisory Committee established by the County of Los Angeles for its Safe, Clean Water Program, which was approved by voters as Measure W on November 6, 2018. Together with other water agency representatives, the General Manager expressed concern that the original focus of the program on stormwater capture and infiltration would provide limited benefits to portions of the County where the geology does not support groundwater recharge. The General Manager urged County representatives and members of the Stakeholder Advisory Committee to consider program provisions that would allow for alternative projects such as those involving diversion of urban runoff and first flush stormwater.

Phase 1 White Paper:

The Phase 1 White Paper on Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions was commissioned by the District together with the Main San Gabriel Basin Watermaster and Water Replenishment District of Southern California. The study was intended to illustrate the potential limitations of the "capture and infiltrate" approach and to offer a conceptual basis for an alternative approach, recognizing that only 28 percent of the Los Angeles Basin directly overlies a groundwater basin that can support recharge. The white paper highlighted the merits of diverting urban runoff and first flush stormwater to the region's wastewater treatment plants but identified the need to engage a larger group of stakeholder in additional study to address the potential challenges and complexities.

The Phase 1 White Paper was completed in May 2018 and is available at www.lvmwd.com/your-water/water-supply-conditions/white-papers.

Primary Drivers for Multi-Agency Collaboration on Phase 2 White Paper:

In addition to the findings from the Phase 1 White Paper, the following primary drivers contribute to need for multi-agency collaboration on the Phase 2 White Paper as shown on the attached diagram.

- Declining wastewater flows due to urban water conservation;
- Growing need to invest in local water supplies to improve resiliency; and
- Challenge to improve receiving water quality and comply with stringent MS4 requirements.

Public Agency Participants:

The following 12 public agencies propose to collaboratively participate in the preparation of the Phase 2 White Paper through a financial contribution, as indicated, and technical input/feedback on the study.

- Central Basin Municipal Water District (\$7,500)
- City of Los Angeles, LA Sanitation and Environment (\$56,000)
- City of Los Angeles, Department of Water and Power (\$20,000)
- City of Pasadena (\$7,500)
- City of Torrance (\$7,500)
- Las Virgenes Municipal Water District (\$20,000)
- Los Angeles County Flood Control District (\$125,000)
- Main San Gabriel Basin Watermaster (\$20,000)
- Sanitation Districts of Los Angeles County (\$56,000)
- Three Valleys Municipal Water District (\$7,500)
- Upper San Gabriel Valley Municipal Water District (\$7,500)
- Water Replenishment District of Southern California (\$20,000)

MWD Future Supply Action Funding Program:

On January 8, 2019, the MWD Board authorized its General Manager to execute a grant funding agreement with the District, in the amount of \$339,500, for preparation of the Phase 2 White Paper under the Future Supply Actions Funding Program. The program is intended to fund actions by MWD Member Agencies that reduce barriers to future water resource development. The Phase 2 White Paper was successful because of the significant regional collaboration and potential to advance the field of knowledge with transferable outcomes.

Cooperative Funding Agreement:

Staff proposes to execute the attached cooperative funding agreement with the 11 other public agency participants for the preparation of the study. The agreement, which was approved as to form by District Legal Counsel, outlines the terms for the study to be prepared by Jacobs Engineering Group, Inc. under contract with the District, formation of both Steering and Technical Review Committees and financial contributions to be provided by each of the parties. A draft of the cooperative agreement was circulated to the parties for review, and their comments were incorporated.

Next Steps:

With the Board's approval, the General Manager will execute a professional services agreement with Jacobs Engineering Group, Inc., in the amount of \$694,000; a Future Supply Actions Funding Program grant agreement with MWD, in the amount of \$339,500; and a cooperative funding agreement among 12 public agency participants to collaboratively prepare a Phase 2 White Paper. The study is expected to require 12 months to complete. A kick-off meeting is tentatively scheduled for February 28, 2019.

GOALS:

Lead in Sanitation and Recycled Water Services Focusing on Maximum Reuse

Prepared by: David W. Pedersen, General Manager

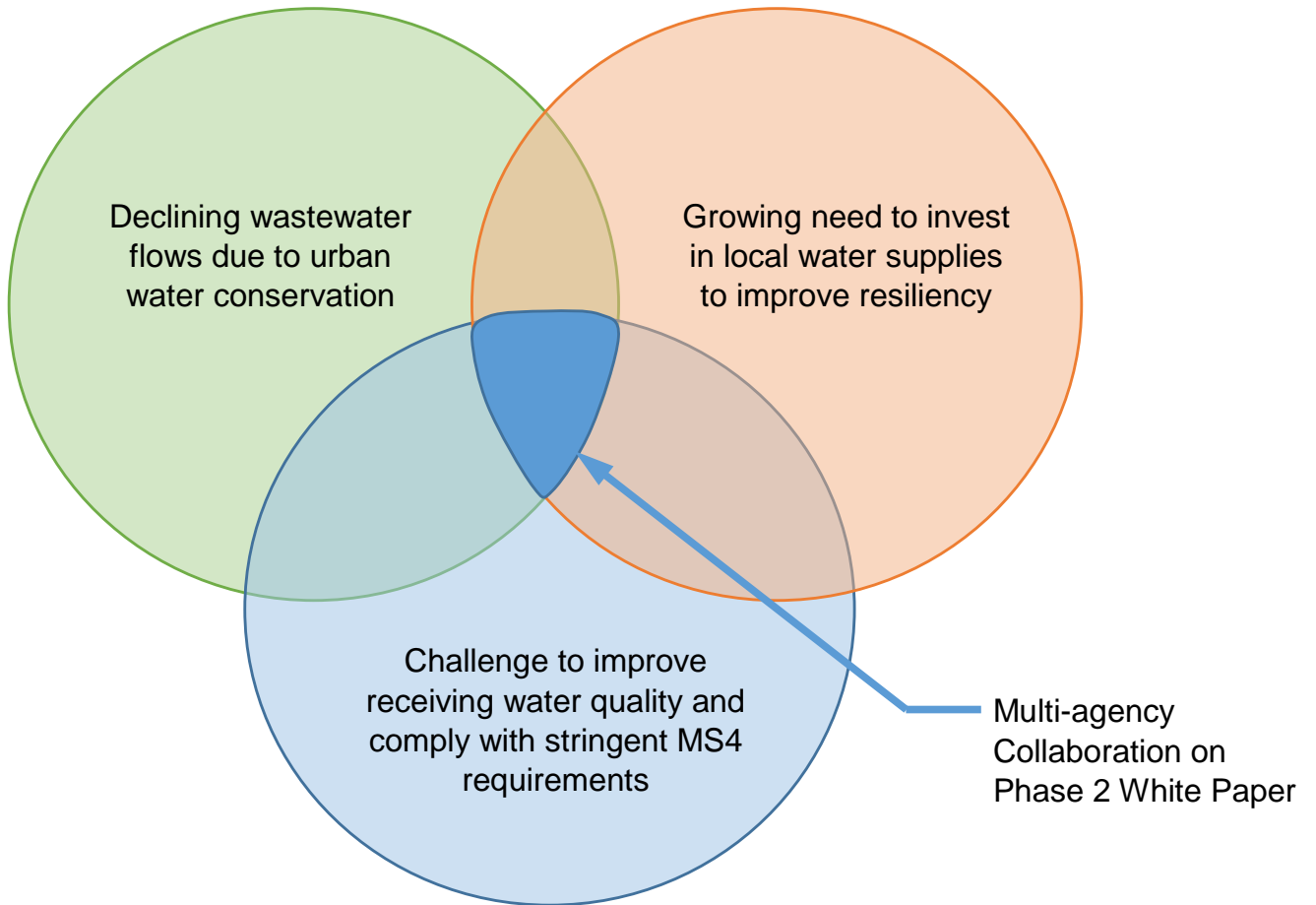
ATTACHMENTS:

Primary Drivers for Multi-Agency Collaboration of Phase 2 White Paper

Draft Cooperative Funding Agreement



Primary Drivers for Multi-Agency Collaboration on Phase 2 White Paper



AGREEMENT

This Agreement is made and entered into this ____ day of _____, 2019, by and between the following public agencies (hereinafter referred to individually as "Party" and collectively as "Parties") to cooperatively prepare and fund a study evaluating opportunities to tap into available capacity in existing infrastructure to create water supply and water quality solutions:

- Central Basin Municipal Water District (hereinafter referred to as "Central Basin");
- City of Los Angeles, LA Sanitation and Environment (hereinafter referred to as "LASAN");
- City of Los Angeles, Department of Water and Power (hereinafter referred to as "LADWP");
- City of Pasadena (hereinafter referred to as "Pasadena");
- City of Torrance (hereinafter referred to as "Torrance");
- County Sanitation District No. 2 of Los Angeles County (hereinafter referred to as "LACSD");
- Las Virgenes Municipal Water District (hereinafter referred to as "LVMWD");
- Los Angeles County Flood Control District (hereinafter referred to as "LACFCD");
- Main San Gabriel Basin Watermaster (hereinafter referred to as "Main San Gabriel Basin");
- Three Valleys Municipal Water District (hereinafter referred to "Three Valleys");
- Upper San Gabriel Valley Municipal Water District (hereinafter referred to as "Upper District"); and
- Water Replenishment District of Southern California (hereinafter referred to as "WRD").

RECITALS

WHEREAS, the Parties consist of public agencies with responsibility for various aspects of water resources management in the County of Los Angeles, including flood control; water conservation; surface water quality; stormwater management; groundwater management; and wastewater collection, treatment and recycling;

WHEREAS, in May 2018, LVWMD, Main San Gabriel Basin and WRD completed a Phase 1 White Paper on Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions that highlighted the potential merits of controlled and strategic integration of the region's existing stormwater and wastewater systems to achieve multiple benefits, namely enhancing the quality of receiving waters in Los Angeles County and increasing water supplies available for recycling;

WHEREAS, the Phase 1 White Paper identified the need for additional study to address the potential challenges and complexities and to engage a much broader group of stakeholder agencies responsible for the underlying water management functions; and

WHEREAS, the Parties desire to collaboratively prepare and fund a Phase 2 White Paper on Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Solutions (hereinafter referred to as "Study").

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the Parties and of the promises herein contained, it is hereby agreed as follows:

SECTION 1: OBLIGATIONS OF THE PARTIES

1.1 Obligations of LVMWD:

- 1.1.1 Scope of Services. LVMWD shall execute and administer a professional services agreement for the preparation of the Study on behalf of the Parties, for a not-to-exceed amount of \$694,000 (hereinafter referred to as "Consultant Costs"), in accordance with the scope of work and fee proposal included as Exhibit "A."
- 1.1.2 Data, Reports, and Documents. Within five (5) business days of receipt of deliverables and completion of the Study, LVMWD shall electronically deliver to the Parties the Study, materials and documents created under this Agreement. If the Parties use any of the data, reports and documents furnished or prepared for projects other than the project shown on Exhibit "A," LVMWD shall be released from responsibility to third parties concerning the use of the data, reports and documents.
- 1.1.3 Invoicing. LVMWD shall invoice the Parties for their respective contributions toward the Consultant Costs for the Study based on the terms provided herein.
- 1.1.4 Consideration. LVMWD shall contribute \$20,000 toward the Consultant Costs for the Study, as more fully described on Exhibit "A."
- 1.1.5 Funding. LVMWD shall prepare and submit a proposal to the Metropolitan Water District of Southern California for \$339,500 in funding from its Future Supply Actions Funding Program for the Study. If such funding is awarded, LVMWD shall execute a funding agreement with Metropolitan Water District of Southern California for the funding, which shall be applied toward the Consultant Costs.

1.1.6 Steering Committee. LVMWD shall participate as a member of the “Steering Committee” as further defined and provided for in Section 2.1 below.

1.1.7 Technical Review Committee. LVMWD shall participate as a member in the “Technical Review Committee” as further defined and provided for in Section 2.2 below.

1.1.8 Attribution. LVMWD shall ensure that attribution for the Study is provided to all Parties, unless a Party requests otherwise in writing. Attribution will not be provided to a Party that fails to provide payment, in full or in part, as required by this Agreement.

1.2 Obligations of LACFCD:

1.2.1 Consideration. LACFCD shall contribute \$125,000 toward the Consultant Costs for the Study, as more fully described on Exhibit “A.” LACFD shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.2.2 Committees. LACFCD shall participate as chair of the Steering Committee and member of the Technical Review Committee.

1.3 Obligations of LACSD:

1.3.1 Consideration. LACSD shall contribute \$56,000 toward the Consultant Costs for the Study, as more fully described on Exhibit “A.” LACSD shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.3.2 Committees. LACSD shall participate as co-chair of the Steering Committee and chair of the Technical Review Committee.

1.4 Obligations of LASAN:

1.4.1 Consideration. LASAN shall contribute \$56,000 toward the Consultant Costs for the Study, as more fully described on Exhibit “A.” LASAN shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.4.2 Committees. LASAN shall participate as co-chair of the Steering Committee and co-chair of the Technical Review Committee.

1.5 Obligations of LADWP, Main San Gabriel Basin, and WRD:

1.5.1 Consideration. LADWP, Main San Gabriel Basin, and WRD shall each contribute \$20,000 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." LADWP, Main San Gabriel Basin, and WRD shall each pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.5.2 Committees. LADWP, Main San Gabriel Basin, and WRD shall each participate as members of the Steering Committee and Technical Review Committee.

1.6 Obligations of Central Basin, Pasadena, Three Valleys, Torrance, and Upper District:

1.6.1 Consideration. Central Basin, Pasadena, Three Valleys, Torrance, and Upper District shall each contribute \$7,500 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." Central Basin, Pasadena, Three Valleys, Torrance, and Upper District shall each pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.6.2 Committees. Central Basin, Pasadena, Three Valleys, Torrance, and Upper District shall each participate as members of the Steering Committee and Technical Review Committee.

SECTION 2: COMMITTEES

2.1 Steering Committee. The Parties shall form a Steering Committee that will oversee the progress of work, provide strategic direction on the Study, and ensure that the work products best reflect the interests of each Party. The Steering Committee will meet periodically and consist of principals representing each Party. Upon any Party's failure to provide payment, in full or in part, as required by this Agreement, such Party shall be removed from the Steering Committee.

2.2 Technical Review Committee. The Parties shall form a Technical Review Committee that will provide technical input on the Study, review the deliverables, and vet comments provided by the Parties to LVMWD and the consultant. Upon any Party's failure to provide payment, in full or in part, as required by this Agreement, such Party shall be removed from the Technical Committee.

SECTION 3: GENERAL PROVISIONS

3.1 Term. This agreement shall commence on the date above written and continue until the Study is completed.

3.2 Termination. LVMWD may terminate this Agreement, effective thirty (30) days from the date of written notice, upon any Party's failure to provide payment, in full or in part, as required by this Agreement, after having failed to cure such failure to pay within thirty (30) days of the date of notice provided by LVMWD. In the event of termination of this Agreement, LVMWD shall not be responsible for further preparation or completion of the Study. In the event LVMWD terminates this Agreement pursuant to this section, LVMWD shall refund all unused funds to the respective, non-defaulting parties, in proportion to the non-defaulting parties' respective contributions made prior to the time of the termination.

3.3 Governing Law. This Agreement is made under and will be governed by the laws of the State of California. Further, the Parties shall comply with all applicable laws, ordinances, codes, and regulations of the federal, state, and local governments.

3.4 Good Faith. Each Party shall use reasonable efforts and work in good faith for the expeditious completion of the Study. In the event that the Consultant Costs to prepare the Study are greater than those described herein, the Parties agree to meet and confer in good faith to determine a mutually agreeable allocation of the additional costs.

3.5 No Third-Party Beneficiary. This Agreement is for the sole benefit of the Parties and does not grant rights to any non-Party or impose obligations on a Party beyond those specified herein or in favor of any non-party.

3.6 Severability. The provisions of this Agreement are severable, and the invalidity, illegality or unenforceability of any provision of this Agreement will not affect the validity or enforceability of any other provisions. If any provision of this Agreement is found to be invalid, illegal, or unenforceable, the Parties shall endeavor to modify that clause in a manner that gives effect to the intent of the Parties entering into this Agreement.

3.7 Amendments. This Agreement may be amended or modified only by written mutual consent of all Parties.

3.8 Notice. Any correspondence, communication, or contact concerning this Agreement must be directed to the Parties at the name and address listed on Exhibit "B." Notice will be deemed as given upon personal delivery, receipt of e-mail, receipt of fax confirmation, or five days after deposit in U.S. Mail, first-class postage, prepaid, and addressed as shown on Exhibit "B."

3.9 Counterparts. This Agreement may be executed in counterparts and the signed counterparts will constitute a single instrument. The signatories to this Agreement represent that they have the authority to bind their respective Party.

3.10 Confidentiality. Except when disclosure is required for public records pursuant to the California Public Records Act or other applicable law, the Parties will not disclose or cause their respective officers, directors, employees, representatives, agents, or advisors to disclose or use any Confidential Information furnished, or otherwise permitted for review, by one party to the other in connection with the proposed transactions. For purposes of this paragraph, "Confidential Information" means information supplied by one party to the other that is clearly marked by the supplying party as "confidential", except information that is part of public record.

3.11 Attorneys' Fees. In any action or proceeding for the purpose of enforcing any provision of this Agreement, or to recover damages hereunder, or to obtain injunctive or other relief, or for a declaration of rights or obligations hereunder, or for any other judicial or equitable remedy, the prevailing Party shall be entitled, in addition to such other relief as may be granted to an award in the same or a subsequent proceeding, to its reasonable attorneys' fees and costs.

3.12 No Partnership. LVMWD and any other Party to this Agreement shall not, by virtue of this Agreement, in any way or for any purpose, be deemed to have become a partner of each other or a joint venture in the conduct of their respective businesses or otherwise, nor shall there be deemed to have occurred a merger or any joint enterprise by and between the Parties to this Agreement. LVMWD shall have no authority, expressed or implied, to act on behalf of any other Party to this Agreement in any capacity whatsoever as an agent.

3.13 Integration. This Agreement represents the entire understanding of the Parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder.

3.14 Captions, Headings, and Abbreviations. The captions and headings of this Agreement are included for reference purposes only, and not intended to be a part of this Agreement or any way to define, limit, or describe the scope or intent of the particular provision to which they refer.

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IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**LAS VIRGENES MUNICIPAL
WATER DISTRICT**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**CENTRAL BASIN MUNICIPAL
WATER DISTRICT**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

CITY OF LOS ANGELES, LASAN

Date: _____

By: _____

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**CITY OF LOS ANGELES,
DEPARTMENT OF WATER AND
POWER**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

CITY OF PASADENA

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

CITY OF TORRANCE

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**COUNTY SANITATION DISTRICT
NO. 2 OF LOS ANGELES COUNTY**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**LOS ANGELES COUNTY FLOOD
CONTROL DISTRICT**

Date: _____

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**MAIN SAN GABRIEL BASIN
WATERMASTER**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**THREE VALLEYS MUNICIPAL
WATER DISTRICT**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**UPPER SAN GABRIEL VALLEY
MUNICIPAL WATER DISTRICT**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

**WATER REPLENISHMENT DISTRICT
OF SOUTHERN CALIFORNIA**

Date: _____

By: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

Exhibit "A"

Mr. David Pedersen, P.E.
General Manager
Las Virgenes Municipal Water District
4232 Las Virgenes Road,
Calabasas, CA 91302-1994

October 31, 2018

Subject: Phase 2 of Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Benefits White Paper

Dear Mr. Pedersen,

CH2M Hill Engineers, Inc. (CH2M), a fully owned subsidiary of Jacobs Engineering Group Inc., is pleased to submit this proposal to the Las Virgenes Municipal Water District (LVMWD) to undertake Phase 2 of Tapping into Available Capacity in Existing Infrastructure to Create Water Supply and Water Quality Benefits White Paper. We look forward to building upon the findings and next steps identified in Phase 1, completed in May 2018, to further explore the opportunity for controlled and strategic integration of Los Angeles County's existing stormwater and wastewater systems for regional water supply and quality benefits.

Development of this white paper is intended to be a collaborative effort between LVMWD along with other participating parties including Central Basin Municipal Water District, Los Angeles Sanitation and Environment, Los Angeles Department of Water and Power, Los Angeles County Sanitation Districts, Los Angeles County Department of Public Works, Main San Gabriel Basin Watermaster, and the Water Replenishment District of Southern California. We understand success of this study is dependent on a continued communication and coordination between LVMWD and CH2M as well as participating agencies.

For this study, we have assembled a highly-specialized technical and support services team that has worked in stormwater, wastewater, and water resources fields locally in Los Angeles County and on various water reuse projects. Our team has a comprehensive understanding of the purpose, need, and goals of the study. We offer our commitment and availability on this project to ensure timely, cost-effective project delivery. The CH2M team provides:

- A strong Principal-in-Charge, Rich Nagel, who will bring extensive experience and understanding of the region's water resources, and strong working knowledge and relationships with local agencies and stakeholders.
- The project manager of Phase 1, Amanda Heise, who has experience in Los Angeles County on stormwater and integrated water management projects.
- A strong, local core project team with technical expertise across multiple disciplines such as watershed hydrology and water quality, sewer collection systems, dry and wet weather flow analysis, and stormwater management.
- A strategic advisor, Jim Stahl, experienced in providing guidance and engineering solutions to water and wastewater agencies, municipal government and industrial clients across the country

on the planning, public outreach, permitting, and implementation of cost-effective and environmentally sound wet infrastructure systems.

- Regulatory expertise provided Sam Unger and Mehranian of Cordoba Corporation, offering extensive experience in regulatory compliance under the California Regional Water Quality Control Board.

The Scope of Work for this study is included in Exhibit A. The work will be completed on a time and material basis. The total Not-To-Exceed limit for this effort is \$694,000. The work is estimated to begin in January 2019 and be completed within 12 months.

Thank you again for this opportunity. We look forward to working with you in this effort.

Regards,
CH2M HILL Engineers, Inc.

Amanda Heise

Amanda Heise
Project Manager



Tim Smith
Vice President

CC: Rich Nagel/CH2M

Exhibit A

Scope of Work

Study Impetus

Dry weather diversions (WRDs) and wet weather diversions (WWDs) provide highly-controlled means of diverting urban stormwater to a water reclamation plant (WRP). Two significant benefits include a new source of recycled water, and the possible reduction of discharged pollutants to receiving waters. Agencies have, in recent times, emphasized the separation of storm and wastewater systems, and it is important to emphasize that this is not a return to “combined sewers,” but rather the controlled introduction of dry weather urban runoff, and/or (typically) the first-flush storm flow into the wastewater collection system, but only where and when sufficient capacity exists within the collection system and the WRP.

Compliance with MS4 permits requires retention of stormwater from the 85th percentile, 24-hour storm event, or the volume established for the drainage area based on a Reasonable Assurance Analysis (RAA) conducted as part of a Watershed Management Plant (WMP) or Enhanced WMP (EWMP). Based on the site-specific conditions and size of the storm event, it may not be possible to capture and divert the entire storm event volume. In that case, a portion of the storm event flows can be captured which can contribute to MS4 compliance, but not necessarily satisfy the entire compliance requirement. An approach similar to the RAA, in consultation with the Regional Board, would need to be applied to quantify the water quality benefit that would be provided by the WWD. In any case, diversion projects can help manage and divert the “first flush” of storm events to reduce the highest concentration of pollutants that originate from urban/pervious surfaces and provide reductions in pollutant loadings that discharge to receiving waterbodies.

WWDs present a unique opportunity for compliance with Bacteria TMDLs. Many Bacteria TMDLs in the Los Angeles Region define wet weather as the day of the rain event that experience 0.1 inch of rain or more and the three following days. It has been observed at several DWDs that runoff flows rapidly decline after a storm event. If the stormwater runoff in the three days after a storm event can be diverted to a WWD, then the diversion rate would be typical of dry weather conditions so there would likely not be capacity concerns, but it would contribute toward wet weather compliance with the requirements of Bacteria TMDLs. Diversion of these lower flows would likely require only a change of the operational strategy of DWDs.

An earlier version of scope document (dated August 28, 2018), was circulated to stakeholders for discussion and input. Thoughtful comments were received and have been incorporated into the scope of work presented herein. The received comments cannot be fully addressed within a brief scope of work, so, for clarity and completeness, the comments provided, and our responses, are appended herein as Exhibit 1. Exhibit 1 is not part of the scope of work explicitly but is included so that stakeholders can understand how their comments have been considered and incorporated. The comments and responses can be further refined during the study discussions and workshops.

Objectives and Approach

Objectives

CH2M Hill Engineers Inc. (CH2M), a fully owned subsidiary of Jacobs Engineering Group Inc., proposes to explore leveraging available capacity in the WRPs for treating urban runoff/stormwater to generate new water supply (i.e., recycled water) while achieving water quality benefits for the receiving waters. This approach may offer another important Best Management Practice (BMP) tool for MS4 permit compliance, particularly as a pathway offering benefits for wet weather compliance. This potential compliance tool exemplifies the benefits of integrated regional water management practices by enhancing both stormwater quality and water supply, while efficiently utilizing existing infrastructure. The study area¹ will encompass the sewershed of the 12 water reclamation plants (WRPs) indicated in Figure 1 (appended).

Through an analysis of existing DWDs, CH2M will produce a framework to guide the implementation of DWDs and WWDs by:

- Incorporating knowledge gained from the existing DWDs to guide the selection of locations suitable for dry and wet weather diversions to provide water supply and water quality benefits.
- Conducting case studies of four existing DWDs to determine the feasibility of converting those to WWDs.
- Developing a framework for conversion of DWDs to WWDs to allow the permissive connection of the stormwater system to the wastewater system through controlled diversions either directly to a WRP or via the wastewater collection system.

The following are also considerations within the study:

- Water supply benefits from the diversion of stormwater will vary according to the storm size, recycled water production and storage capacities, and end uses. For example, during large storm events, the demand for recycled water may be low due to reduced irrigation demand and potentially full utilization of spreading grounds with storm water. The study will not be addressing the production, storage and delivery of the recycled water, but will acknowledge the variability of this water supply benefit.
- The study will provide a discussion on the generation of water supply and water quality benefits (although the quantification of the water supply and water quality benefits is beyond the scope of this study).
- Diversion locations immediately upstream of the WRPs are preferable because their effect on the plant flows is immediate, and this is a benefit for plant operations control.
- Future design of dry and wet weather diversion structures will need to consider avoiding impacts to the Los Angeles County Flood Control District (LACFCD) facility operations, preventing adverse impacts to flood risk, and protecting public safety.
- Climate change can impact rainfall intensity and frequency which may have implications on diversion volume. In this study, climate change impacts will be discussed qualitatively.
- Water supply and water quality benefits provided by diversions will be site-specific and will depend on several factors. These include size and capacity of the diversions, upstream sources of flow and pollutants, capacities in the adjacent sewer systems to accept runoff, discharge

¹ See also the Study Area definition in the Key Terminology section beginning on page 4.

locations, space available for creating storage, and opportunities and constraints, both physical and regulatory.

Approach

CH2M will use existing data (to be requested from stakeholders or common government data sources such as NOAA), as the foundation for the analytical work. Because of the very large volume of existing data within the stakeholder geographic area and the various data formats and structures, CH2M will request and utilize detailed data for focused areas of the study to keep on-track with scope, schedule and budget. CH2M will, however, request metadata (e.g. the extent, type, format, and quality of data) to understand the scope of all available data for the purpose of documentation.

The following activities are planned:

- **Stakeholder Coordination** – this will be conducted throughout the project to maintain a common understanding of the project progress. To facilitate ongoing review and input, 12 technical memoranda (TM) will be produced as the study progresses to communicate interim findings and seek stakeholder feedback; a final report will summarize and consolidate the findings.
- **Data Collection** – data (and metadata) will be requested from stakeholders, gathered, and compiled. The type of data will be specified, but is expected to include locations, data type, sources, formats, quality, and data gaps. CH2M will provide a summary of the data sources and type of information, and will serve as a data repository and reference for subsequent studies of dry and wet weather diversions.
- **Inventory and Efficacy Analysis** - existing DWDs will be assessed (location, capacity, type, and constraints) to understand their potential additional dry weather flow diversion, and the potential for conversion to WWDs. This will consider the capacity of the DWD and receiving wastewater system.
- **Identify DWDs for Focused Study** - in consultation with the stakeholders, select up to four DWDs and conduct case studies for potential conversion to WWDs.
- **Cistern Diversion Investigation** - Conduct case studies of existing cisterns with direct diversion to the sanitary system.
- **Path Forward Framework** - Develop a framework for MS4 permittees to plan, execute, and assess steps to obtain approvals from the involved agencies for planning and building new diversions and/or converting DWDs to WWDs
- **TM and Report Preparation** - Document the findings of the study in a series of TMs, and a draft and final study report.

Table 1 lists the proposed tasks and primary deliverables of this study, and Figure 2 (appended) shows the relationships between the tasks and key activities:

Table 1 – Study Tasks and Deliverables

| Task | Task Description | TM Title |
|------|------------------------------------|--|
| 1 | Project Chartering | |
| 2 | Collect, Review and Summarize Data | TM No. 1 – Inventory of Dry Weather Data TM No. 2 – Inventory of Wet Weather Data TM No. 3 – Characterization of Dry and Wet Weather Flows TM No. 4 – Inventory of DWDs TM No. 5 – DWD Efficacy Analysis |

| | | |
|----|--|---|
| 3 | Identification of Potential DWDs for Conversion to WWDs | TM No. 6 – Identification of DWDs for Potential Conversion to WWDs |
| 4 | Case Studies of Selected Diversions | TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs |
| 5 | Develop Overall Conceptual Plan to Divert Remaining Dry Weather Flow | TM No. 8 – Conceptual Plan to Divert Remaining Dry Weather Flows in the Study Area |
| 6 | Case Study of Cisterns with Direct Diversion to Sanitary Sewer | TM No. 9 – Case Studies of Cisterns with Direct Diversion to Sanitary Sewer |
| 7 | Regulatory Considerations | TM No. 10 – Regulatory Considerations |
| 8 | Framework for MS4 Permittees for Conversion of DWDs and WWDs | TM No. 11 – Path Forward Framework of Conversion of DWDs to WWDs for MS4 Permittees |
| 9 | Conclusions and Recommendations | TM No. 12 – Conclusions and Recommendations |
| 10 | Final Report | |
| 11 | Project Management and Meetings | |

Key Terminology

Dry Weather Diversion (DWD): Dry weather diversions (also commonly referred to as low flow diversions) are diversions of non-stormwater flows from the storm drain system into the sanitary sewer system for treatment at wastewater treatment facilities. In LACSD’s policy for their service area, dry weather diversions typically include flows up to the first 0.1 inch of rainfall and they are not allowed to resume operation until 24 hours after cessation of rainfall.

Wet Weather Diversion (WWD): Wet weather diversions are diversions of both non-stormwater and stormwater flows from the storm drain system into the sanitary sewer system for treatment at wastewater treatment facilities. For this project, the goal will be to capture and divert as much storm volume as possible to help achieve the MS4 compliance. However, the captured and diverted storm runoff will be site-specific and will depend on several factors, such as the size and type of diversion structure, capacity of the sewer system, and storage opportunities.

Capture Volume: Capture volume is the volume that can be captured by the diversion structure. Capture volumes will be project-specific, and may be able to divert a portion of, or more than the 85th percentile, 24-hour MS4 permit compliance storm event.

First Flush – In this context, the first flush is described as the initial volume of runoff from a rain event that is generated after a dry period. It is believed that the runoff generated in the beginning of a rainfall event is the most contaminated (first flush) and contains contaminants from washing out contaminant buildup from impervious surfaces. The concentration of pollutants in the first flush varies by the size of the storm event and by pollutant.

Municipal Separate Storm Sewer System (MS4) Permit: Permits are issued under the National Pollutant Discharge Elimination System (NPDES) Program and administered within Los Angeles County by the Los Angeles Regional Water Quality Control Board (LARWQCB). Permits issued for Los Angeles County include Order No. R4-2012-0175, as amended, *Waste Discharge Requirements for MS4 Discharges within the Coastal Watersheds of Los Angeles County, except those Discharges Originating from the City of Long Beach MS4* and Order No. R4-2014-0024, as amended, *Waste Discharge Requirements for MS4 Discharges from the City of Long Beach*.

Study Period: Data collected, reviewed, and summarized will be limited to calendar years 2002 through 2017.

Study Area: The study area for the project is limited to the sewershed of the 12 water reclamation plants (WRPs) as identified in Table 2 (and Figure 1). For the purposes of this study, the WRFs include wastewater treatment plants that currently deliver recycled water as well as those with potential to produce recycled water in the future.

Table 2. Sewersheds Included in the Study Area

| | Owning Agency | Facility | Rated Capacity (MGD) | Rated Capacity (AFY) |
|---|---------------|---------------------------|----------------------|----------------------|
| <i>Sewersheds included in the study area:</i> | | | | |
| 1 | LACSD | Joint WPCP | 400 | 448,058 |
| 2 | LACSD | Long Beach WRP | 25 | 28,004 |
| 3 | LACSD | Los Coyotes WRP | 37.5 | 42,005 |
| 4 | LACSD | Pomona WRP | 15 | 16,802 |
| 5 | LACSD | San Jose Creek WRP | 100 | 112,014 |
| 6 | LACSD | Whittier Narrows WRP | 15 | 16,802 |
| 7 | LASAN | Donald C. Tillman WRP | 80 | 89,612 |
| 8 | LASAN | Hyperion WRP | 450 | 504,065 |
| 9 | LASAN | LA-Glendale WRP | 20 | 22,403 |
| 10 | LASAN | Terminal Island WRP | 30 | 33,604 |
| 11 | Burbank | Burbank WRP | 11 | 12,322 |
| 12 | LVMWD | Tapia WRP | 12 | 13,442 |
| <i>Sewersheds not included in the study area:</i> | | | | |
| 1 | LACSD | La Cañada WRP | 0.2 | 224 |
| 2 | LACSD | Lancaster WRP | 18 | 20,163 |
| 3 | LACSD | Palmdale WRP | 12 | 13,442 |
| 4 | LACSD | Saugus WRP | 6.5 | 7,281 |
| 5 | LACSD | Valencia WRP | 21.6 | 24,195 |
| 6 | LACDPW | Lake Hughes Community WTF | 0.09 | 104 |
| 7 | LACDPW | Malibu Mesa WRP | 0.2 | 224 |
| 8 | LACDPW | Malibu WPCP | 0.05 | 57 |
| 9 | LACDPW | Trancas WPCP | 0.08 | 84 |

Abbreviations:

- AFY = acre-feet per year
- LACDPW = Los Angeles County Department of Public Works
- LACSD = Los Angeles County Sanitation Districts
- LASAN = City of Los Angeles, Bureau of Sanitation
- LVMWD = Las Virgenes Municipal Water District
- MGD = million gallons per day
- WPCP = water pollution control plant
- WRP = water reclamation plant
- WRF = water reclamation facility
- WTF = water treatment facility

Scope of Work

Task 1: Project Chartering

Project chartering comprises the project kick-off meeting and stakeholder workshop. Through these sessions the project team will clarify the objectives, scope and schedule for the project, and identify the stakeholder representatives that will assist with various tasks and information requests.

The kick-off meeting will introduce the project team members, and clarify the study objectives, scope, and schedule. The meeting will also identify a date and make a plan for the stakeholder meeting. A meeting agenda will be circulated prior to the meeting.

CH2M will coordinate with LVMWD to conduct the stakeholder workshop. The purpose is to review project scope and schedule and to identify stakeholder involvement throughout the project. A workshop agenda will be circulated prior to the workshop.

The initial stakeholders participating in this project include:

- LVMWD
- Central Basin Municipal Water District (CBMWD)
- City of Los Angeles, Los Angeles Sanitation (LASAN)
- City of Los Angeles, Department of Water and Power (LADWP)
- Sanitation Districts of Los Angeles County (LACSD)
- Metropolitan Water District of Southern California (MWD)
- Water Replenishment District of Southern California (WRD)
- Los Angeles County Department of Public Works/Los Angeles County Flood Control District (LACFCD)
- Main San Gabriel Basin Watermaster

Deliverables:

- Meeting agenda and notes (action items and key decisions in bulleted form) from the kick-off meeting and the stakeholder workshop, both draft and final.

Assumptions:

- The kick-off meeting will be a conference call, lasting up to two hours, and will be attended in-person by three project team members from CH2M.
- The stakeholder workshop will be held at the Sanitation Districts of Los Angeles County office in Whittier, California with a duration of four hours. Up to three CH2M staff will attend in person.

Task 2: Collect, Review and Summarize Data

The purpose of this task is to gather and compile existing information related to dry and wet weather flows within the study area from 2002 through 2017. Dry and wet weather data gathering and compilation are separated into independent subtasks to provide smaller and focused TMs for stakeholder review, thereby providing helpful guidance to the team as work proceeds. The summarized data will be used in the focused studies described in Task 3, but are expected to be helpful in screening for future DWD and WWD projects.

CH2M will lead the coordination efforts with the project team members, and LVMWD will coordinate with the stakeholders. The summary will also provide information on any data gaps and recommendations to fill in the data gaps if needed for the subsequent tasks.

Subtask 2.1: Collect and Review Dry Weather Data

CH2M will request data related to dry weather storm drain flows and sanitary sewer capacity from 2002 through 2017. CH2M will prepare the data request and provide to LVMWD to submit to stakeholders and the LARWQCB. The received data will be consolidated and documented in TM 1, and any data gaps will be identified.

The data request will include, but not be limited to, the following:

Diversion/BMP Data

- DWD data or other diversion information, including infrastructure location, as-built plans, diversion capacity and configuration, flow data, water quality data, subwatershed drainage area and delineated boundary, pre-treatment mechanisms, and possibly available information.
- DWD planning documents, reports, and permits.
- Operation and maintenance data on existing DWDs, and capital, operation, and maintenance costs.
- Stormwater management facility details, including detention facilities, cisterns, and bioretention facilities (within the tributary area/watersheds of existing DWD) which are potential candidates for diverting flows to the wastewater collection system.

Storm Drain Data

- Storm drain flow gauging data for the watersheds of DWDs.
- Monitoring years and duration of measurements, e.g., flows measured during studies for specific periods vs. continuous flow monitoring systems.

Wastewater Collection System Data

- Wastewater collection system GIS data.
- Flow data from 12 WRPs (as identified in Table 2).
- Dry weather sanitary sewer and storm drain capacities where DWDs are implemented, information on related monitoring programs.

Watershed-level Data

- Watershed management planning documents including the Los Angeles Basin Conservation Study and the Greater Los Angeles Water Collaborative reports, Integrated Regional Watershed Management Plans (IRWMPs) and Enhanced Watershed Management Programs (EWMPs).
- Sewer System Management Plans (SSMPs).

Deliverables:

- TM No. 1 – Inventory of Dry Weather Data (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Stakeholders will provide data in a readily-usable electronic format, within three weeks of the data request. Acceptable data formats will be discussed.
- Because the quantity, quality and completeness of the received data are not currently known, CH2M has assumed 100 hours for data consolidation and review of the dry weather data task.
- Any data received after the compilation and summary will not be included in TM No. 1.

Subtask 2.2: Collect and Review Wet Weather Data

CH2M will request data related to wet weather data from 2002 through 2017. CH2M will prepare the data request and provide to LVMWD to submit to stakeholders and the LARWQCB. The received data will be consolidated and documented in TM 2, and any data gaps will be identified.

The information related to wet weather will include, but not be limited to, the following:

Rainfall Data

- Rain gage data in the watersheds where the DWDs exists. NOAA or Los Angeles County rain gage data will be collected.

Storm Drain Data

- Wet weather flow data
- Information on the locations and duration(s) of measured wet weather flows in the study area.
- Water quality data, specifically for storm drains where DWDs exist.

Wastewater Collection System Data

- Available wet-weather flow data (may be included in the received data from Subtask 2.1).
- Historical hourly, or more frequent, influent sanitary sewer flows to WRPs 24 hours prior to, during and up to 7 days after rainfall events.
- Inventory of telemetry or smart sensor systems of the sanitary sewer system.
- Locations and dates of sanitary sewer overflows caused by rainfall events, and locations of localized flooding.
- Significant Inflow and infiltration studies during wet weather events.

Watershed-level Data

- Integrated Watershed Management Plans (IRWMPs) and Enhanced Watershed Management Programs (EWMPs).
- GIS files of delineated drainage areas tributary to existing DWDs, and other GIS watershed data, such as land use, etc. (to be determined).

Deliverables:

- TM No. 2 – Inventory of Wet Weather Data (draft and final).

Assumptions:

- The TM will be approximately 10 pages.

- Stakeholders will provide data in a readily-usable electronic format, within three weeks of the data request. Acceptable data formats will be discussed.
- Because the quantity, quality and completeness of the received data are not currently known, CH2M has assumed 100 hours of time for data consolidation and review of the wet weather data.
- Rainfall data will be limited to the rain gages in the study area, and the summary will be focused on the rainfall gages where DWDs exist, and those used in the TMDL development in the watersheds
- Any data received after the compilation and summary will not be included in TM No. 2.

Subtask 2.3: Characterize and Quantify Dry Weather and Wet Weather Data

Quantification and characterization of flows is an important to the understanding of flows tributary to existing DWDs, water quality, capacity of the existing infrastructure (both diversion structures and sanitary systems), and the potential for these systems to accommodate flows beyond dry weather flows.

CH2M will characterize dry and wet weather flows handled by existing DWDs. Based on the information received, characterization and quantification of flows will include:

Storm Drain System

- Storm drain flows originating from the tributary areas of the DWDs.
- Dry weather flows will be estimated at peak if a diversion does not have storage. The average flow over the allowable diversion hours will be provided if a diversion includes storage.
- Information on water quality impairments for parameters of concern, e.g., metals, nutrients, and bacteria, and other constituents for which TMDLs have been developed within the subwatersheds where the DWDs are located.

Wastewater Collection System

- Conveyance capacity of the downstream collection system from the location of the diversion.
- Summaries of seasonal average, peak flows, and available capacities at the WRPs will be developed.
 - For diversions further upstream in the sewer system, the analysis will focus on the available capacity after rainfall has subsided (e.g., dry-weather peak capacity and the capacity available during off-peak hours) and the time between the end of rainfall and return to baseflow. These data can be used to determine the draw down rate for stormwater storage.
 - Potential constraints for utilizing existing infrastructure/system for the wet weather flows.
 - Flows currently captured by DWDs and additional potential to capture dry weather flows.

Deliverable:

- TM No. 3 – Characterization of Dry and Wet Weather Flows (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- No monitoring or modeling is scoped under this task.
- Wastewater system capacity data will be provided by the stakeholders.

Subtask 2.4: Prepare Inventory of DWDs

An inventory of the received DWD data will be prepared. The inventory and summary may include the following (depending upon data gathered under previous subtasks):

- DWD location, receiving waterbody name where drainage area was discharged prior to the DWD; DWD owner, capacity, storage, jurisdiction, land use, and year constructed.
- Watershed tributary drainage area that discharges to DWD, and related hydrology data, including but not limited to flows, and land use types contributing to the runoff.
- Any pre-treatment system and related information, e.g., type of maintenance needed, frequency of maintenance, agency responsible.
- Map of the DWDs, including tributary drainage areas if the GIS files of the drainage areas are available.
- DWD facility/structure type, DWD capital and operational costs and requirements, and responsible agency.
- lessons learned from the performance of existing DWDs, challenges, and successes of using DWDs as a tool for stormwater management.

Deliverable:

- TM No. 4 – Inventory of DWDs (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- No data analysis is scoped under this task.

Subtask 2.5: Determine Efficacy of Existing DWDs

Existing DWDs will be assessed to evaluate their potential to accommodate additional dry weather flows. The screening-level assessment may include:

- Quantity of flow diverted by each existing DWD, and whether a DWD also functions as a WWD.
- Adopted and planned TMDLs in the watershed where DWD is located.
- Summary of variations in flows for subwatersheds that are diverted to the DWDs.
- Summary of pollutant loading in the subwatersheds diverted to DWDs.
- Land use.
- Collection system capacities.

Deliverable:

- TM No. 5 – DWD Efficacy Analysis (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Assessments will be based on received data from earlier subtasks.

Task 3: Identification of Potential DWDs for Conversion to WWDs

Based on the data compiled in Task 2, analysis will be conducted to understand if the existing DWDs and the connected wastewater collection system have capacity for conversion to WWDs. CH2M will prepare a list of DWDs that have the potential for conversion to WWDs. Out of that list up to four DWDs will be selected for conducting a preliminary feasibility analysis.

Subtask 3.1: Select DWDs for Conducting Preliminary Feasibility Analysis

Up to four existing DWDs will be selected and evaluated for potential conversion to WWDs. The selection process will incorporate available data for the diversion as identified in Task 2, and also input from stakeholders.

The following are expected to be assessed based on received data:

- Temporal/seasonal variations in both dry and wet weather flows generated in the tributary areas of the DWDs.
- Design capacity of the diversion system.
- Ability of the existing DWD system to accommodate additional flows.
- Opportunity for physical expansion, e.g., availability of land and potential public safety impacts.
- Capability of the sanitary sewers in the area to handle additional flows.
- Capability of downstream WRP(s) to handle additional flows and the timing of those flows.

Deliverable:

- TM No. 6 – Identification of DWDs for Potential Conversion to WWDs (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Assessments will be based on received data from earlier subtasks.

Task 4: Case Studies of Selected Diversions

CH2M will conduct a preliminary feasibility analysis of the four selected DWDs from Task 3 to understand the feasibility of converting those DWDs to WWDs.

Subtask 4.1: Perform Rainfall and Wet Weather Flow Analysis

Existing Intensity-Duration-Frequency (IDF) curves will be used to estimate the flows generated from the watersheds/catchment areas of each selected DWD. IDF curves will be used in conjunction with runoff estimation formulae; e.g. the Rational Method, to predict the peak runoff amounts from a particular watershed. Generated flows/volumes will be routed (using a simplified static accumulation approach) to each selected DWD.

Deliverables:

- No separate deliverable will be submitted under this task; results will be incorporated into TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs.

Assumptions:

- Existing IDF curves will be taken from NOAA, Los Angeles County Hydrology Manual, or other agreed-upon source.

Subtask 4.2: Evaluation of Hydrologic and Water Quality Modeling to Quantify Flow and Pollutant Reduction

For each selected DWD watershed, CH2M will use the existing Watershed Management Modeling System (WMMS) developed by the Los Angeles County Flood Control District to develop water balances, and estimate (quantify) water quality pollutant reduction benefits.

The following activities are expected to be performed for each of the four selected DWDs:

- Review approaches used in the TMDLs to understand the pollutants of concern, and review EWMPs for quantification of flows in the subwatersheds where the DWD exists.
- Assess the feasibility of using analysis developed in the study area conducted by Los Angeles County Department of Public Works and LACFCD and Bureau of Reclamation for understanding region's water supply and demand, impacts from projected population growth and climate change in the watersheds of the Los Angeles region.
- Discussion and summary of other potential approaches, such as the Los Angeles County Department of Public Works Hydrology Manual, the Rational Method based on the area, and modeling tools.

Deliverables:

- No separate deliverable will be submitted under this task; results will be incorporated into TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs.

Assumptions:

- It is assumed that the WMMS model has been calibrated for flows and water quality for the Los Angeles Basin watersheds (specifically the four identified in Task 2) and will be readily available to apply for this task without modification by CH2M.
- Analysis will be based upon existing collected data.

Subtask 4.3: Evaluate Sewer Capacity to Convey Stormwater Flows

CH2M will evaluate up to four priority storm drain locations for the potential for new storm water flow diversions by comparing available sewer capacity to existing hydrologic conditions. The results of Tasks 3 will provide the basis for this evaluation. The following analysis will be conducted:

- 1) Estimate the capacity of existing sewers at the specific target locations to convey flows from up to the targeted capture volume using the information gathered in Task 2.5. This analysis will consider the additive effects of multiple diversions (using a simplified static accumulation of flows so that downstream sewer reaches are not loaded beyond the maximum wet weather flow constraint identified by the sewerage agency²).
- 2) Estimate the amount of stormwater that could be captured and treated at each target location.
- 3) If storage at a DWD for first flush volume is not an option, and water supply is an important goal, storage upstream in the watershed may be considered. The captured stormwater can then be released back into the storm drain to be conveyed to a diversion when capacity is available. A balance needs to be found between available land, capturing enough water for MS4 compliance, water supply benefits, and available conveyance and treatment capacity.

Deliverables:

² The Sanitation Districts and the City of Los Angeles use a standard of 75% d/D (or a flow depth no greater than 75% of the diameter of the pipe).

- No separate deliverable will be submitted under this task; results will be incorporated into TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs.

Assumptions:

- Analysis will be based upon existing collected data.

Subtask 4.4: Interview WRP Operators – Wet Weather Plant Performance

Interviews with WRP managers/operators will be conducted to understand plant wet weather performance and operation. Of interest are WRP capacities, hydraulic and process constraints, and concerns that may affect the flow diversion potential within the WRP sewershed.

A questionnaire will be developed and sent to WRP managers/operators (via the appropriate stakeholder) to gather information, and up to five in-person meetings will be conducted.

Deliverables:

- WRP manager/operator questionnaire.
- Interview agendas and meeting notes (draft and final)

Assumptions:

- Results will be incorporated into TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs.
- Stakeholders will facilitate the WRP questionnaires and feedback, and assist with coordination of the in-person on-site meetings.
- Data and information by WRP operators will be available prior to the in-person meetings.
- Up to five meetings will be held at individual WRPs; each meeting will be two hours in duration, and will be attended by up to two CH2M staff.

Subtask 4.5: Evaluate Feasibility of Wet Weather Flow Diversion

The purpose of this analysis is to develop a range of flows for use in evaluating the potential for new storm water flow diversions. For the four DWDs, and using data collected in prior tasks, CH2M will develop (depending on available data) the annual storm, 85th percentile storm, 2-year, 5-year, and 10-year storms using a simplified approach to pro-rate the storms based on annual rainfall values based on the LA County Hydrology Manual. The results will be compared against available sewer capacities, and other infrastructure demands for storage and conveyance.

Based on the information developed in the previous tasks, CH2M will evaluate the need for storage to facilitate the conversion to a WWD.

Deliverable:

- TM No. 7 – Feasibility Analysis of Selected DWDs for Conversion to WWDs (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- No new hydrologic analysis will be performed under this task.
- Analysis will use data collected in previous tasks.

Task 5: Develop Conceptual Plan to Divert Remaining Dry Weather Flow

The conceptual plan will be developed to divert remaining dry weather flows in the study area to WRPs. It is assumed that the overall conceptual plan will be applicable to all the treatment plants in the study area.

Deliverable:

- TM No. 8 –Conceptual Plan to Divert Remaining Dry Weather Flows in Study Area (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Analysis will be dependent on the available data in the storm drain system and sewersheds.
- No monitoring and modeling is scoped under this task.

Task 6: Case Study of Cisterns with Direct Diversion to Sanitary Sewer

CH2M understands that distributed BMPs, such as cisterns, are being implemented/planned within the jurisdictions of the stakeholders. The related study conducted by the Greater Los Angeles Water Collaborative, a partnership between LADWP, LASAN, and LACFCD, will be reviewed to understand the findings of the study. Two examples of cisterns in the stakeholder jurisdictions will be considered for diversion of wet weather flows from cisterns to the wastewater collection system.

Deliverable:

- TM No. 9 – Case Studies of Cisterns with Direct Diversion to Sanitary Sewer (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- Flows generated from cisterns are collected at one central location and there are existing DWDs where flows from the cisterns can be diverted.
- Only data collected in previous tasks will be used in this task.

Task 7: Regulatory Considerations

Existing relevant regulations relating to storm drain diversions to the sanitary system will be summarized and examined, and opportunities for regulatory flexibility identified.

Subtask 7.1: High Level Review of Relevant Policies and Regulations

CH2M will summarize the existing relevant regulations relating to storm drain diversions to the sanitary sewer system. A high-level review of regulatory requirements and policies will be conducted.

Key activities include:

- Review of WRP discharge requirements for storm water, e.g. Public Health/end use requirements for treated storm water (Title 22), and combined sewer overflow (CSO)/sanitary sewer overflow (SSO) regulations.
- Review of existing NPDES permits, including evaluation and summary of existing MS4 requirements.
- Conduct a meeting with the project stakeholders to understand their NPDES compliance requirements regarding post-construction stormwater treatment objectives.
- Review of relevant TMDLs documents and EWMP treatment objectives goals.
- Review of SSMPs.

Deliverables:

- Stakeholder meeting agenda and point-form meeting notes (draft and final).

Assumptions:

- Results of this subtask will be incorporated into TM No. 10 – Regulatory Considerations.
- The review will not be specific to any diversion, but will be an overview of the existing relevant regulations relating to storm drain diversions to the sanitary system.
- The stakeholder meeting will be held in Los Angeles, will be up to four hours in duration, and will be attended by up to three CH2M staff.
- Analysis will be based upon existing collected data.

Subtask 7.2: Regulatory Considerations and Regional Board Engagement

Through a series of additional meetings/workshops, CH2M will develop a process to engage Los Angeles Regional Water Quality Control Board (LARWQCB) during the planning phases of this project. Benefits are expected to include early identification of constraints and concerns, unified approaches to resolving issues to help gain acceptance of the approach. LARWQCB input regarding the existing DWDs will be of great value to design a robust approach and a solid framework for MS4 permittees to adopt to avoid any major issues.

CH2M will lead the discussions with LARWQCB and stakeholders. Up to three in-person meetings and two workshops with LARWQCB are included in this scope.

Deliverables:

- Meeting/workshop agendas and point-form meeting notes (draft and final).
- TM No. 10 – Regulatory Considerations (draft and final)

Assumptions:

- Up to three in-person meetings will be held in Los Angeles; each meeting will be up to two hours in duration, and will be attended by up to three CH2M staff.
- Up to two workshops will be held in Los Angeles; each workshop will be up to three hours in duration, and will be attended by up to three CH2M staff.
- The TM will be approximately 10 pages.

Task 8: Framework for MS4 Permittees for Conversion of DWDs to WWDs

CH2M will develop a framework for MS4 permittees to guide conversion of an existing DWD to a WWD, or development of a new WWD. The framework will include an approach to plan, execute, and assess steps to start a dialogue and obtain approvals from the agencies involved, such as infrastructure owners, treatment plant operators and regulators.

The framework will include a checklist of items to obtain approvals for the process. It will include, but not limited to the following:

- Appropriateness/feasibility of a WWD.
- Geographical information and project location
 - Preferable evaluation for downstream solutions to gain maximum benefit.
 - Priority (e.g., end of pipe, river diversions, or large municipal agencies downstream).
 - Infrastructure demands (e.g., pump stations, right of way, plumbing, detention storage).

- Upland solutions (e.g., local diversions, infrastructure demands (flow splitter designs, storm drain connections, upsizing sewers)).
- Design elements.
- Planning and steps to obtain approvals from LARWQCB and infrastructure owners (e.g. LACFCD Flood Permit), CEQA, USACE 401, USACE 404, CA DFW, and CA Coastal Commission).
- Compliance-based criteria.
 - Municipal
 - Phase 1 MS4 permit compliance -- cities, LACFCD, Port of Los Angeles.
 - Small MS4 permit compliance -- traditional and non-traditional MS4s, e.g., LAX, UCLA, CSULA, etc.
 - Industrial
 - Potential to connect to industrial storm water facilities.
 - Incentives.

Other potential topics may include:

- Operational controls and control interface
- Real-time monitoring.
- Sanitary sewer overflows.
- Peak flow capacity.
- Margin of safety.

Deliverable:

- TM No. 11 – Path Forward Framework of Conversion of DWDs to WWDs for MS4 Permittees (draft and final).

Assumptions:

- The TM will be approximately 10 pages.
- The framework will not be specific to a location, but will be generalized with the steps to follow for conversion of DWDs to WWDs.
- Only data collected in previous tasks will be used in this task.
- Deliverables (e.g., TMs) will be provided in electronic format only.

Task 9: Conclusions and Recommendations

Produce a synthesized set of conclusions and recommendations based on the 11 TMs.

Deliverable:

- TM No. 12 – Conclusions and Recommendations (draft and final).

Assumptions:

- The TM will be a maximum of 5 pages.

Task 10: Draft and Final Report

CH2M will prepare a draft report to present the work completed in Tasks 1 through 9. The draft report will consist of a clear and concise Summary Report that communicates the major elements of each TM, all of which will be appended.

Deliverables:

- Project report (draft and final).

Assumptions:

- The final report will be a approximately 10 pages, excluding the appended TMs.
- Stakeholders review the report and provide comments after a 4-week period.
- Comments on the draft report are assumed to be minimal as the deliverables under tasks 1 through 9 would have been previously reviewed by the stakeholders and the draft report is a compilation of those deliverables with prior comments addressed.

Task 11: Project Management and Meetings

CH2M will perform project management activities which will include project setup, communications with the project manager at LVMWD, attending project meetings, monthly progress conference calls, internal quality control reviews, and preparation of monthly progress reports and invoices. This task also includes communications with LVMWD to plan for the workshops, communication with the LARWQCB.

Four, in-person, quarterly meetings of the project team with LVMWD are assumed under this task. These meetings will cover project progress, next steps, project schedule and budget, stakeholder process, and strategy. CH2M will conduct up to an additional two conference calls per month with LVMWD to review progress and discuss any issues or concerns.

Assumptions:

- Eight monthly progress meetings will be conducted by phone or Skype, and will be attended by up to three CH2M staff; meetings will be 1 hour in duration. An agenda, and draft and final meeting notes will be provided. Four quarterly meetings will double as progress meetings.
- Four quarterly meetings will be attended in person by up to three CH2M staff; meetings will be two hours in duration, and held at in Los Angeles. An agenda, and draft and final meeting notes will be provided.
- Up to 24 progress conference calls will be attended by up to three CH2M staff, and each call will be one hour in duration. Final call notes will be provided for each call.
- Meeting notes will be point-form, and will include decisions and action items.

General Project Assumptions:

- The CH2M Project Manager will work directly with the project stakeholders to receive comments on the draft TMs, and will agree on an appropriate stakeholder review period for each TM so that project schedule is not adversely affected. Comments will be consolidated and reconciled by CH2M and reviewed with LVMWD prior to incorporation into the final document. CH2M will revise draft TMs based on the comments received and submit to LVMWD and stakeholders. Up to 10 hours of time per TM, and for the final report, have been assumed for resolution of stakeholder comments.
- All received data will be available in usable electronic format. Data extraction from CAD files, GIS maps, or paper files will not be performed by CH2M.

- After discussion with LVMWD on the required elements for the project, CH2M and LVMWD will determine whether any additional scope and budget will be needed to fill in identified major data gaps, and/or perform the analysis.

Deliverables:

- Periodic meeting agendas and notes (final).
- Monthly progress reports and invoices.

Budget

This fee of this project will be on a time-and-materials basis for the scope of work described herein. The estimated budget to complete Tasks 1 through 11 is \$694,000. Table 3 contains a breakdown by each of the 11 tasks.

Table 3 – Cost by Task

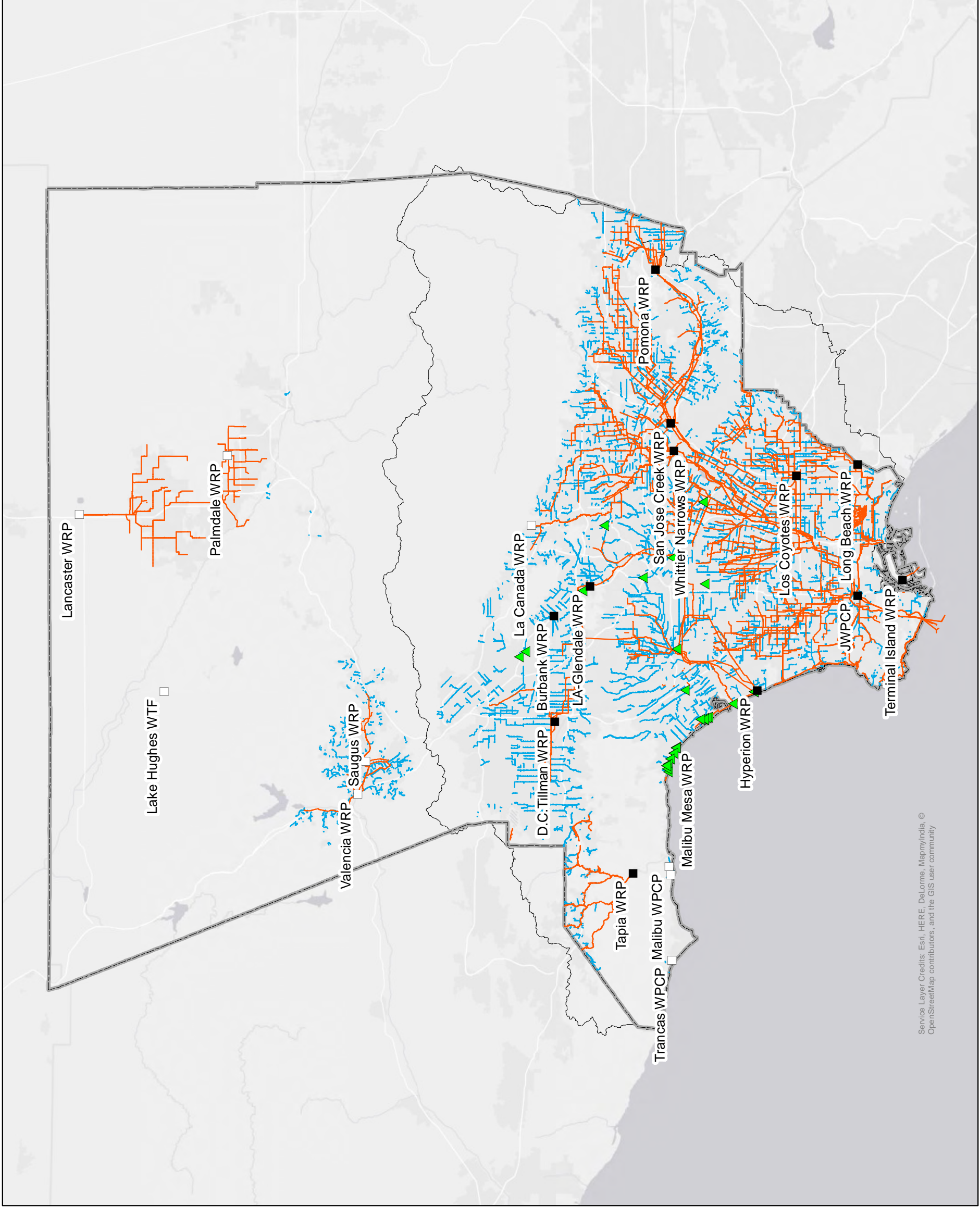
| Project Task | Hours | Budget |
|---|--------------|------------------|
| Task 1: Project Chartering Sessions | 109 | \$21,883 |
| Task 2: Collect, Review and Summarize Data | 878 | 153,054 |
| Task 3: Identification of Potential DWDs for Conversion to WWDs | 294 | \$54,496 |
| Task 4: Case Studies of Selected Diversions | 860 | \$155,827 |
| Task 5: Develop Overall Conceptual Plan to Divert Remaining Dry Weather Flow | 189 | \$34,072 |
| Task 6: Case Study of Cisterns with Direct Diversions to a Sanitary Sewer System | 228 | \$41,560 |
| Task 7: Regulatory Considerations | 253 | \$62,570 |
| Task 8: Develop Path Forward Framework for MS4 Permittees for Conversion of DWDs and WWDs | 215 | \$39,700 |
| Task 9: Conclusions and Recommendations | 176 | \$33,218 |
| Task 10: Draft and Final Report | 153 | \$29,402 |
| Task 11: Project Management and Meetings | 387 | \$68,218 |
| Total | 3,742 | \$694,000 |

CH2M will not be obligated to perform work beyond the contracted budget, and LVMWD will not be obligated to compensate CH2M beyond the authorized budget without LVMWD approval.

This proposal is valid for sixty (60) days from the submittal date.

Schedule

The work is estimated to be completed within 12 months of contract execution. It is assumed that the work will begin in January 2019.



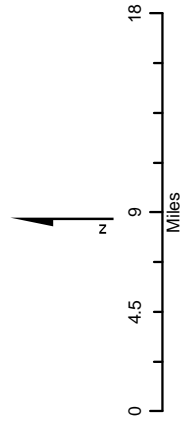
LEGEND

Wastewater Treatment/Reclamation Facility

- Sewershed Included in Study Area
- Sewershed Not Included in Study Area
- ▲ Existing Dry Weather Diversion
- Large Interceptor/Outfall Sewer
- Storm Drain > 48"
- Los Angeles County Boundary
- Los Angeles Basin


Notes:

1. For clarity, resolution of piping varies by area. Not all pipes are shown.
2. Maps are intended for high-level view of existing facilities. Locations of facilities are approximate.



Service Layer Credits: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community

Figure 1
Existing Low Flow Diversions and WRPs

 = Technical Memorandum

Stakeholder Participation

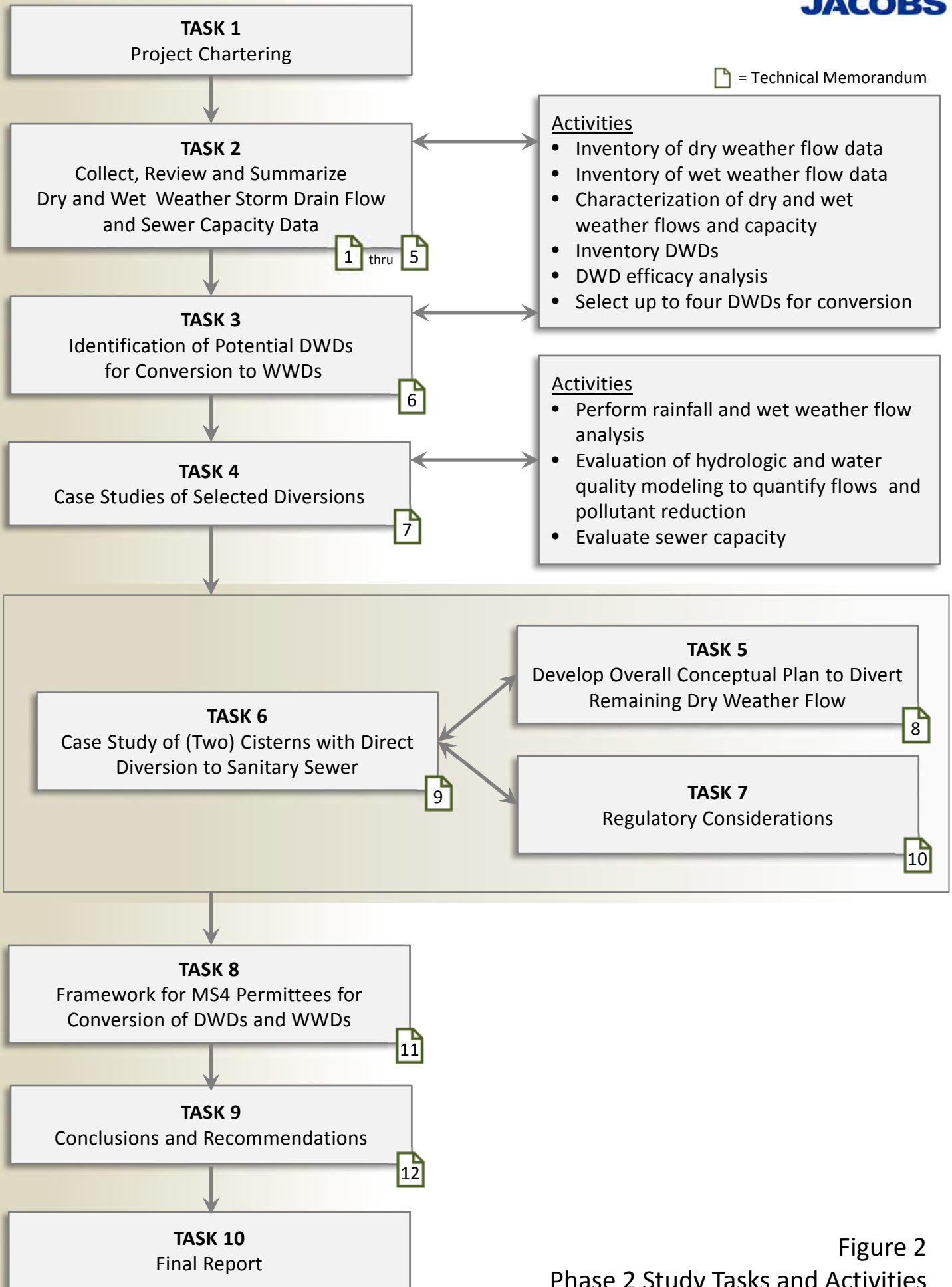


Figure 2
Phase 2 Study Tasks and Activities
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Exhibit 1

Responses to Stakeholder Comments on
August 28, 2018 Draft Scope

Exhibit 1
Responses to Stakeholder Comments on
August 28, 2018 Draft Scope

| No | Task | Comment | Response |
|---|-----------------|---|--|
| LA County Department of Public Works | | | |
| LACDPW-1 | Key Terminology | Is there a potential to utilize a 15-year period? This would then include the very wet 2004-05 storm season which could provide some useful insights when coupled with the 2012-2016 drought. | Agree, we will use the study period from CY 2002 through 2017 to include the very wet 2004-05 storm season and the 2012-2016 drought. |
| LACDPW-2 | Task 1 | This white paper is an excellent opportunity to showcase the benefits of integrated regional water management practices; we suggest adding such language. | Yes, the benefits of integrated regional water management practices will be added into the deliverables of this study. Incorporated text to reflect this point in the new conceptual approach section of the scope of work . |
| LACDPW-3 | Task 2 | What is considered to be "reasonable"? | Edited text to state that the stakeholders will provide the data within three weeks of the request sent by Jacobs. |
| LACDPW-4 | Task 2.1 | Modifications to LACFCD stormwater infrastructure or operations have potentially significant public-safety impacts and these should also be considered | Edited text to state that the stakeholders will provide the data within three weeks of the request sent by CH2M/Jacobs. |
| LACDPW-5 | Task 2.1 | The LA Basin Study and the Greater Los Angeles Water Collaborative reports are also good resources which we can provide | Yes, we added these studies to the list of documents for review under this task. |
| LACDPW-6 | Task 2.2 | Could this compiled GIS data be later made available to the Project Partners? | Yes, we will provide the GIS data to the Project Partners. |
| LACDPW-7 | Task 2.6 | LA County Public Works has 21 low-flow diversions (LFDs) which we have been operating for 15+ years. Data sources include construction records, maintenance records, telemetry system data, etc. Note there was a minor error or needed clarification on page 4-2 of the May 2018 white paper; the Herondo LFD has a capacity of 60 OR 120 gpm depending on the time of day, not 60,120. | We will make this data correction for the Phase 2 of the project and utilize the County's LFD data. |
| LACDPW-8 | Task 2.6 | LACDPW's Low-Flow Diversion Task Force will be able to work with the authors to seek this information. | We will communicate with the LACDPW's Low-Flow Diversion Task Force members to gather LFD data and info. |
| LACDPW-9 | Task 3 | Other factors to consider for analysis: How will flows be diverted? - Design of diversion structures needs to be considered to avoid any impacts to LACDPW operations and to prevent adverse impacts to flood risk. Would these flows otherwise be captured? - are there spreading grounds downstream of diversion? - does this diversion add an actual supply benefit? Design to limit pumping - Some elevated locations may allow diversions without need for pumping, greatly reducing operation and design costs, along with CO2 reductions from less energy use Who will receive the recycled water? - Whether there are existing customers, need, or opportunity to use the additional recycled water; - Groundwater, whether aquifer is confined, could water be directly placed into infiltration? - Availability of spreading ground capacity in the area; - Restrictions from the regional board as to where recycled water can be spread (e.g. distance to production wells); - availability of spreading grounds is limited during wet weather, and priority is given to storm flows; Please contact LACDPW to discuss any of these further. | Acknowledged and added information related to these comments into the conceptual approach. Provided below are responses to these comments: - Conceptualization of preliminary design of diversion structures will be conducted for the selected (4) diversions in Task 4. Features to avoid any impacts to LACDPW operations and to prevent adverse impacts to flood risk will be considered. Location of spreading grounds will be identified if affected by the location of a select diversion. The diversions projects will provide water supply benefit when the downstream WRF effluent is recycled. However, the analysis for the location and end uses of the generated water supply will not the focus of this study. Need pumping for permissive aspects of diversions. As noted above, pumping is necessary to assure permissive diversion from the storm drain system to the sanitary system. The end users of the water supply generated by the diversion projects will not be the focus of the study. However, qualitative description of end users will be discussed in the project report. |

Exhibit 1
Responses to Stakeholder Comments on
August 28, 2018 Draft Scope

| No | Task | Comment | Response |
|---|----------|---|---|
| LACDPW-10 | Task 4.1 | It is recommended that this analysis incorporate local climate change projections for storm frequencies. | In the overall conceptual approach, we have acknowledged the climate change impacts for the study. Where appropriate, we will include qualitative description for climate change impacts on storm frequencies. |
| LACDPW-11 | Task 4.2 | It is recommended to consider a climate-adjust 85th percentile storm event to assess the future effectiveness of these facilities. | Per above response to comment LACPW-10, we will address climate change impacts qualitatively in this study. |
| LACDPW-12 | Task 4.3 | We believe storage is a key design feature given the highly irregular flows observed in our systems. | For the four case studies conducted under this study, the analysis will include storage considerations to accommodate highly irregular flows. |
| LACDPW-13 | Task 4.3 | Can combinations of seasonal dry and wet flow patterns be considered? Or could this "optimization" come later? | This analysis will be a part of the final feasibility analysis of the project(s) identified under this study, which will depend on the data available. |
| LACDPW-14 | Task 4.3 | Based on our experience, flows vary widely on an hourly, daily, monthly, and annual basis. Wet years have much more dry weather flow. | This discussion was referring to gaging of the wastewater in the collection system rather than stormwater runoff. It has since been removed from the scope language and will be considered during the study only if necessary and feasible. |
| LACDPW-15 | Task 4.3 | Hourly peak? Daily? "Peak" flow might be replaced with "85% daily dry-weather flow total on a multi-year basis" or something similar. | The amount of flow diverted will depend on the size of the diversion and capacity of the wastewater system. |
| LACDPW-16 | Task 4.5 | Could these be climate-adjusted? | The impact of climate change will be acknowledged and climate change adjustments to stormwater flows will be discussed qualitatively. |
| LACDPW-17 | Task 6 | This concept was coarsely assessed in the Greater LA Water Collaborative, a partnership between LADWP, LASAN, and LACFCD. The report can be shared with the Project Team. | We will review the report to understand the findings of the study. Added language to this scope to reflect this. |
| LACDPW-18 | Task 8 | This suggests/emphasizes path forward centers predominantly around water quality. If water supply is to receive equal exploration, perhaps a separate task for path forward related to water supply or else rename Task 8 to account for both.... | The goal of the path forward task is to develop a framework for agencies to follow who would like to proceed with WWDS to divert surface water to create recycled water. The steps needed to develop new WWDS, or conversion of DWDS to WWDS will be discussed in this task, without quantification of potential water supply benefits. |
| LACDPW-19 | Task 9 | Consider adding infrastructure owners (e.g. LACFCD Flood Permit), CEQA, USACE 401, USACE 404, CA DFW, and CA Coastal Commission permitting requirements | Infrastructure owners have been added in the text for this task. Other agencies that may be involved in the process for diversions will be considered. |
| LACDPW-20 | Schedule | It is assumed that further development, opportunities for further GIS expansion/overlays, discussion of how/when to engage other stakeholders, and further alignment with other sources/studies will be a part of the white paper process. | This is the intent of the stakeholder coordination/project steering committee. These elements will be discussed during stakeholder meetings. |
| LA County Sanitation Districts: Ruffell, Kristen | | | |
| LACSD-1 | Task 1 | Do you want to give any other MS4 permittees a chance to participate since the findings could affect their programs? | The participation of additional stakeholders will be discussed in the stakeholder meetings and communication about the study will be provided in other forums. |
| LACSD-2 | Task 2.1 | Attached is an example of the data available for one of LACSD's sewers. These Clearance Diagrams represent the available capacity during peak dry weather flow and are prepared by hand using a combination of sewer level monitoring and best professional judgement (for example, knowledge of a cross connection that can flow either direction depending on the time of day or an episodic industrial discharge). To determine the capacity available in any section of sewer, all of the downstream sections need to be analyzed along with any completing projects (e.g. a new industrial wastewater discharge) to determine the constraining flow. | We will rely on LACSD to provide the relevant available sewer capacities for diversion locations. |
| LACSD-3 | Task 2.1 | We have these and can provide them. What will they be used for? | We will review the SSMPs for data related to sewer systems and the plans (e.g., operation and maintenance) in place. |
| LACSD-4 | Task 2.2 | Given the paper-based flow records and the case-by-case analysis needed, this may not be worth the effort/cost | In this task, we will prepare a summary of the available data, the extent of data, and the format of it. We have clarified in the text that the GIS database will house only data provided electronically. |

Exhibit 1
Responses to Stakeholder Comments on
August 28, 2018 Draft Scope

| No | Task | Comment | Response |
|----------------|-------------|--|---|
| LACSD-5 | Task 2.3 | We do not have sufficient data to characterize flows or capacity in wet weather except at the headworks to a treatment plant. | We will use all data that is readily available to characterize flows or capacity in wet weather. Since the wet weather data in the sewer system are limited, the focus will be to prioritize diversions upstream of WRPs rather than further upstream in the sewage collection system. Data gaps will be identified under this study for the feasibility analysis of the projects identified under this scope. |
| LACSD-6 | Task 2.3 | We can provide a map of the current Smart Covers we have installed. Please be aware that many of our smart covers are moved frequently, therefore we would prefer not to put these locations in a report. We have attempted to use this data for a control system and found that it was not reliable or frequent enough to manage flows. We are happy to share our experience. | We understand the concern and will not include the information about the location of the Smart Covers in the deliverables prepared under this scope. We would like to hear about your experience with the quality/use of this data. |
| LACSD-6 | Task 2.3 | We do not have a system-wide study. Our operations section has completed targeted studies to resolve particular issues, but formal reports were not prepared. | There may be value in considering the finding of targeted studies, depending on the potential WWD locations we wind up considering. We can discuss at that time. |
| LACSD-6 | Task 2.4 | Raw wet weather flow data is useful for calibrating models (both for the generated storm flow and the capacity available in the sewer), but cannot be directly used for planning or design. | Agreed. The purpose of this task is to document the availability of data and its attributes such as locations, type of data, quality of data, etc. |
| LACSD-6 | Task 2.5 | This conflicts with the highlighted text in the next paragraph. | Corrected in the next paragraph for consistency. |
| LACSD-6 | Task 2.5 | Doing this for the whole study area is a much larger task than the areas upstream of existing diversions (as stated in previous paragraph). Which one do you intend? | The flow characterization will be for the areas upstream of existing DWDs not for the entire study area. |
| LACSD insert | Subtask 2.5 | For a proposed diversion to the headworks of a wastewater treatment facility, sufficient data exist to develop a model that will be used to determine minute-by-minute capacity throughout an 85 th percentile design storm. This model will be sufficient to estimate dry and wet weather capacity. | Development of such a model, useful for site-specific facility design, is not planned to be conducted under this scope of work where design will be considered at a more conceptual level. |
| LACSD insert | Subtask 2.5 | Storm drain flows originating from the tributary areas of the DWDs for the 85 th percentile 24-hour design storm. Flows will be graphs in one-minute increments throughout the storm. The peak flow and the total volume will also be identified. | Flow graphing will be dependent on the data available/provided, and could be developed for the selected diversions, rather than the entire study area. The targeted capture volume could be more or less than the compliance storm. |
| LACSD deletion | Subtask 2.5 | Water quality data, specifically for parameters of concern, e.g., metals, nutrients, and bacteria, and other constituents for which TMDL are developed in the watersheds where the DWDs are located | An inventory of water quality data will be beneficial to understand the water quality issues and loadings of pollutants in the watershed where diversions are studied. |
| LACSD insert | Subtask 2.5 | Because the flow in the sewer system is dependent on the rate of rainfall, location(s) of flooding, and wet-weather operations of the sewer system, an analysis of available capacity during a storm can only be accomplished by developing a hydrodynamic model and calibrating it with sewer flow data collected during a range of storm conditions. Use of dry weather flow or data from one or two storms is not sufficient to determine the safe capacity during wet weather. | Agree that hydrodynamic modeling would be an optimal tool for assessing wet weather flow conditions in the sanitary sewer systems. Where the benefit of such modeling is available (e.g., City of LA) and it can be applied by the agency to inform the study, it will be considered. Where such a model does not exist or data is not available, other approaches to estimating available sewer capacity during wet weather will be considered with the respective agency. |
| LACSD insert | Subtask 2.5 | In addition to physical flow, capacity must also consider future upstream residential/commercial/institutional/industrial developments, peak flow cycles, inflow and infiltration, and other factors that the various managing jurisdictions may apply. Guidelines for determining available capacity should therefore allow for differing methodologies that may be applied by the various controlling agencies. | We will work with the sewerage agencies to appropriately identify reasonable estimates of available capacities in their sanitary sewer systems. |
| LACSD-7 | Task 3 | The Sanitation Districts should conduct this analysis for the diversions in our service area. | Thank you. |

Exhibit 1
Responses to Stakeholder Comments on
August 28, 2018 Draft Scope

| No | Task | Comment | Response |
|--------------------------------------|------------------|--|---|
| LACSD-8 | Task 4 | Many diversion won't go to reclaimed water. Should diversions be evaluated for their potential to generate new water? | The assumption of this study will be to generate potential water supply. Any water at the WRP could be used for generation of recycled water. We will not evaluate how much water will be reused as the study will not focus on end uses. |
| LACSD-9 | Task 4 | Different than the 85 th percentile 24-hour flow? Define? | Changed capture of "first flush" to capture of "targeted capture volume", which is dependent on available/potential storage volume in, or external to, the WWD. |
| LACSD-10 | Task 4.1 | Define first flush | Defined |
| LACSD-11 | Task 4.3 | There isn't enough money in the proposal to do this countywide. Suggest identifying priority locations and doing a detailed analysis on those. Locations near the WRPs may be most advantages. | Task 4 consists of conducting case studies on up to 4 selected LFDs. |
| LACSD-12 | Task 4.3 | [1] The Sanitation Districts and the City of Los Angeles? use a standard of 75% d/D (or a flow depth no greater than 75% of the diameter of the pipe. | Added footnote as suggested; City of Los Angeles indeed uses 0.75 d/D as trigger flow for capacity expansion. |
| LACSD-13 | Task 4.3 | This task is for new diversions, what pumping improvements did you have in mind? | Pumping improvements may be needed at existing DWDs to convey wet weather flows rather than the smaller, dry weather flows. |
| LACSD insert | Subtask 4.3 | 1) If sewer capacity is a constraint to conveying the required wet weather event volume, estimate the relative costs of sewer expansion improvements to enhance stormwater diversion will be considered, such as:• The cost of providing additional sewer conveyance. 3) The cost of providing stormwater storage so that the design volume can be diverted within 72 hours, or pumping improvements | Deleted. Cost analysis will not a part of this scope. |
| LACSD-14 | Task 4.5 | Are you intending to identify peaks? Total volume? How will you use this data given that the flows are variable throughout the storm? | We will develop a range of flows, including peaks and total volumes. |
| LACSD-15 | Task 5 | Can you provide more information as to how you plan to do this and what you think the output will look like? Any analysis needs to take into account that multiple projects will compete for the same capacity. Maybe this is a conceptual path forward given the detailed analysis of targeted locations in Task 4.3? | We will develop an output matrix that shows how much of the dry weather flows have been addressed by the existing DWDs, and, of the remaining dry weather flow in the watershed, the amount that could potentially be diverted to the sanitary system. |
| LACSD-16 | Task 7.1 | These are very broad. Maybe they can be refined in the first meeting with the stakeholders | This will be discussed with the stakeholders before the initiation of this task. |
| LACSD-17 | Task 7.2 | This should also be discussed among the stakeholders, given that many have a history and understanding of the Regional Board's jurisdiction in diversions | Agreed |
| LACSD-18 | Task 8 | These are not Regional Board issues. These issues will need to be discussed with the receiving sewerage agency. | Agreed. The text has been moved to Task 8. |
| LACSD-19 | Task 7.3 | These are the issues that would need Regional Board buy off. | Agreed. |
| LACSD-20 | Task 10 | How long will stakeholders have to review? | A review period of four weeks has been added in the text. |
| LA Sanitation and Environment | | | |
| LASAN-1 | General Comments | It is recommended to provide projections of potential water supply benefits by DWDs, WWDs, and conversions of DWDs to WWDs as not all diverted runoff would necessarily result in actual water supply benefits. | The focus of this study is to identify the feasibility of diverting stormwater to the sanitary system for potential water supply benefit, i.e., if the wastewater is ultimately treated for reuse. It will be dependent on a number of factors such as type of diversion (wet or dry), location and capacity of the system to generate recycled water along with the end users. The end users and determination of water supply benefits will not be a focus of this study. However, the report of this project will include high level description of water supply benefits and potential beneficial uses. |
| LASAN-2 | General Comments | When converting DWDs to WWDs, the water supply benefit is anticipated to be minimal because flows in the wastewater collection system during storm events are already sufficient. A possible solution would be a combination of a WWD and a detention tank to attenuate peak storm runoff and delayed diversion to the collection system. | <p>These comments are addressed in this section. Brief response to the comments provided here:</p> <ul style="list-style-type: none"> Storage will be considered as appropriate which will be site-specific. Volume to be addressed by the diversions will be discussed with the stakeholders. It will be dependent on several factors as discussed in this section. Agree with the comment on an auto-shutoff system for the diversions. |

Exhibit 1
Responses to Stakeholder Comments on
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| No | Task | Comment | Response |
|----------|------------------|---|--|
| LASAN-3 | General Comments | A complete storm hydrograph is preferred when assessing the ability of the wastewater collection system and the WRPs to convey the peak runoff flow for the 85 th percentile storm event. | Using a complete hydrograph allows the full volume and shape of the storm event to be routed through the collection system. But if only a portion of the entire hydrograph is being routed into the diversion, or if storage is provided at the diversion, then the overall magnitude and shape of the hydrograph are of less importance, because much of that total volume will bypass the diversion. |
| LASAN-4 | General Comments | Operators of the wastewater collection system may require an auto-shutoff system that would turn off the WWD if certain levels are reached in the wastewater collection system. | Agreed. |
| LASAN-5 | Task 2.1 | Flow data covering the second part of study period (2007-2017) might be more readily available than data covering the first part, which depends on when gauges were installed. | This comment is for the wastewater system data collection. We will use available data for the study for the period from 2007-2017 and if additional time is needed to extract data from archives, we will begin with the data that is more readily available. |
| LASAN-6 | Task 2.5 | Some modeling may become necessary under this subtask if there are large data gaps. | We will make that assessment as the study progresses and, if needed, work with the agencies to schedule their execution of such modeling, where possible. |
| LASAN-7 | Task 2.7 | For determining the efficacy of DWDs in relation to regulatory (MS4 Permit) compliance, it is important to establish the metric for compliance. We usually don't evaluate reduction of pollutant loadings by DWDs. We design DWDs to divert all dry weather runoff from a drainage area (no DWD discharge -> MS4 is not responsible for exceedances of water quality standards in receiving water). Likewise, a WWD that diverts the 85th percentile storm event would make the drainage area to that WWD into full compliance, regardless of the actual reduction of the pollutant loading. | The intent of this study is to add WWDs as another tool to be included as part of the strategy for achieving MS4 compliance; it is not expected to replace all of the other BMPs that will also be needed to fully manage the 85th percentile storm event. If the WWD will be able to handle the 85th percentile storm then the drainage area will be in full compliance. As mentioned in the conceptual approach, the amount of flow handled by each diversion will be dependent on several factors, e.g., site-specific conditions, size and capacity of the diversions, availability of storage in the upstream area of the diversion, etc. In case, the WWD cannot handle the 85th percentile storm event, then a methodology should be established in consultation with the Regional Board to determine the water quality benefit/credit from the reduction in loadings due to diversion. |
| LASAN-8 | Task 3 | There may be an interesting area for potential exploration by consultant team, specifically for addressing Bacteria TMDLs: - Many Bacteria TMDLs define wet weather as the day of the rain event and the three day following that storm event. - We have observed at several DWDs that runoff flows to rapidly decline after a storm event. - If we also divert runoff in the three days after a storm event, the diversion rate could be typical of dry weather (no capacity issues) but from a MS4 Permit/Bacteria TMDL compliance perspective it would count towards wet weather compliance. - This would be a partial/temporal conversion of DWDs to WWDs that would only require a change of the operational strategy. | This discussion has been added to the conceptual approach section of the study's scope of work. |
| LASAN-9 | Task 4 (intro) | It is mentioned that LASAN is working on two DWD to WWD conversions, being effective in 2019. In the kickoff meeting, we brought up two examples of WWD projects that are being planned in the Ballona Creek watershed. However, those are done by other municipalities, and they will not be done by 2019 as they are in the early planning stages. Consultant team is recommended to confirm with LASAN whether we're talking about the same projects. | Thank you for clarifying the status of the planned WWD projects (by others) in the Ballona Creek watershed. For the case studies, four new projects will be identified for case studies based on the availability of data and discussion with the stakeholders. |
| LASAN-10 | Task 4.3 | If flow gauging upstream and downstream of a DWD would be necessary, who would be performing those services? | In that case, flow gauging of sewage upstream and downstream of the DWD will be conducted by the agencies owning the sanitary sewer system. |
| LASAN-11 | Task 7.1 | It is not clear why new development and redevelopment design criteria, building conditions, and municipal ordinances are important for evaluating runoff diversions to the wastewater collection system. | The stated factors do not affect the physical capacity to convey diverted flows; but may affect how much should be diverted to positively influence receiving waters. We will include a high level review of the regulatory requirements to qualitatively assess their impact on potential diversion flows. |
| | | We recommend also evaluating the impact of runoff diversions on contractual agreements for sewage conveyance and treatment between contract agencies. | Under Task 8, a path forward strategy will lay out the steps and considerations for developing contractual mechanisms among agencies who participate in the projects. |

Exhibit 1
 Responses to Stakeholder Comments on
 August 28, 2018 Draft Scope

| No | Task | Comment | Response |
|----------|--------|---|---|
| LASAN-11 | Budget | <p>Large scale runoff diversion could potentially result in reduction of flow/water levels in receiving waters which, in turn, could bring issues related to beneficial uses of the receiving waters, water rights, etc. However, this may be beyond the scope.</p> <p>Practical note: the consultant team will need to execute a license agreement with LASAN for receiving GIS files. This is a standard procedure taking about one week to complete.</p> | <p>These issues will be acknowledged during the Phase 2 work, but the impact of reduction of flow/water levels on receiving waters needs to be addressed on a case-by-case basis. We will acknowledge the impact of diversions on the downstream beneficial uses in the receiving waters.</p> |
| | | | <p>We acknowledge this comment. We will initiate the process as soon as the study begins.</p> |

Exhibit "B"

Contact Information for Parties to Agreement

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January 29, 2019 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : ACWA/JPIA Board of Directors: Appointment of Representative and Alternate

SUMMARY:

The District is a member agency of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) and entitled to appoint an elected member of its Board to serve on the ACWA/JPIA Board of Directors. In addition, the Board may appoint an alternate, which may be a staff member, to represent the District in the absence of the Board Member.

Former Director Glen Peterson was appointed by the Board in 2012 to serve as the District's representative to the ACWA/JPIA Board of Directors. Director Charles Caspary was designated to as the District's alternate. The District recently received a request from ACWA/JPIA to appoint a new representative to replace former Director Peterson. Depending on the selection of the representative, it may be necessary for the Board to also appoint a new alternate.

RECOMMENDATION(S):

Nominate and appoint a representative and alternate to serve on the Board of Directors of the Association of California Water Agencies Joint Powers Insurance Authority.

FISCAL IMPACT:

No

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

There is no financial impact associated with this action.

DISCUSSION:

ACWA/JPIA is a public entity formed in 1979 by water agencies to provide risk-sharing pools that meet the needs of its members for property, liability, workers' compensation, and employee benefits coverages. The District participates in its programs for workers' compensation and employee benefits coverages. As a member agency, the District is entitled to appoint an elected member of its Board to serve on the ACWA/JPIA Board of Directors. In addition, the Board may appoint an alternate, which may be a staff member, to represent the District in the absence of the Board Member.

Former Director Glen Peterson was appointed by the Board in 2012 to serve as the District's representative to the ACWA/JPIA Board of Directors. Director Charles Caspary was designated to as the District's alternate. The District recently received a request from ACWA/JPIA to appoint a new representative to replace former Director Peterson. Depending on the selection of the representative, it may be necessary for the Board to also appoint a new alternate.

The ACWA/JPIA Board meets twice annually on the Monday afternoon of the Spring and Fall ACWA Conferences. For 2019, the ACWA/JPIA Board meetings are scheduled for 1:30 p.m. on May 6, 2019 and December 2, 2019. In addition, ACWA/JPIA has a number of committees that meet throughout the year. Participation in the committees is optional, but the District representative may want to consider joining the Employee Benefits Program Committee and/or Workers' Compensation Program Committee. The meetings of these two committees are scheduled for 9:30 a.m. on May 6, 2019 and 9:00 a.m. on June 24, 2019, respectively.

Many ACWA/JPIA member agencies appoint a staff member to serve as its alternate representative to the Board of Directors. The alternate call fill in for the primary representative in his or her absence. Sherri Paniagua, Human Resources Manager, has expressed an interest and willingness to serve as the District's alternate should the Board choose to consider a staff member for this role.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Josie Guzman, Executive Assistant/Clerk of the Board



January 29, 2019 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : Consideration of Time Change for Regular Board Meetings

SUMMARY:

On December 18, 2018, the Board considered a potential change in the time of day for its regular meetings. Las Virgenes Municipal Water District Code Section 2-2.109 provides that the Board shall hold its regular meetings on the second and fourth Tuesday of each month at 5:00 p.m. at the District's headquarters. Board President Lewitt suggested that holding the meetings during normal business hours may facilitate attendance by staff members who give presentations on recommendations to the Board. Also, the use of technology such as video-streaming may improve public participation and engagement.

Following the discussion, the Board asked staff to provide additional information on short- and long-term options to provide live video-streaming of the meetings and the opportunity for virtual participation by customers. This item includes the requested additional information. In addition, staff proposes to live video-stream the Board meeting on January 29, 2019, and simulate a short-term option to enable virtual customer participation.

RECOMMENDATION(S):

Consider the additional information on live video-streaming of Board meetings and virtual customer participation; and, if desired, pass, approve and adopt proposed Resolution No. 2547, adjusting the time of the meetings from 5:00 p.m. to 9:00 a.m. on the second and fourth Tuesday of each month.

RESOLUTION NO. 2547

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (ADMINISTRATIVE CODE) AS IT RELATES TO THE TIME OF DISTRICT MEETINGS

(Reference is hereby made to Resolution No. 2545 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with this action.

DISCUSSION:

Background:

Las Virgenes Municipal Water District Code Section 2-2.109 provides that the Board shall hold its regular meetings on the second and fourth Tuesday of each month at 5:00 p.m. at the District's headquarters. The Board has discretion in setting the day and time of its regular meetings. The decision to hold the meetings at 5:00 p.m. was made in 2007 and intended to support greater public participation in the meetings. Public participation in Board meetings has varied over the years, partly dependent on the subject matter, but has not generally increased over time.

Changing the time of the day for the Board meetings from 5:00 p.m. to normal business hours (i.e. 9:00 a.m.) would facilitate attendance by staff members who give presentations on recommendations to the Board. It may also reduce the cost of attendance by consultants who frequently need to stay overnight when traveling to attend the District's Board meetings in the evening.

Time of Day for Other Agency Board Meetings:

The following other water agencies currently hold their Board meetings during normal business hours:

| <u>Agency</u> | <u>Board Meeting Time</u> |
|--|----------------------------------|
| Three Valleys Municipal Water District | 8:00 a.m. |
| Municipal Water District of Orange County | 8:30 a.m. |
| Eastern Municipal Water District | 9:00 a.m. |
| Western Municipal Water District | 9:30 a.m. |
| Inland Empire Utilities Agency | 10:00 a.m. |
| Central Basin Municipal Water District | 10:00 a.m. |
| Metropolitan Water District of Southern California | 12:00 p.m. |
| West Basin Municipal Water District | 1:00 p.m. |
| Foothill Municipal Water District | 3:00 p.m. |

Leveraging Technology for Live Video-Streaming and Virtual Customer Participation:

One concern that may arise with changing the Board meetings to the daytime is that it could make attendance difficult for customers who work during normal business hours. To mitigate this concern, staff proposes to leverage technology to support public participation and engagement through live video-streaming and virtual customer participation.

If approved, the live video-streaming of the Board meeting would be performed in two phases. The first phase would be temporary and focus on having a decent quality video and audio feed to allow public participation through an on-line comment feature. The second phase would be a more permanent solution as part of a planned Board room audio/video upgrade with a focus on providing a higher quality, more professional audio/video feed and public participation functionality.

The temporary solution would utilize a web-streaming device connected to one of Stephen Bigilen's cameras. The device would live stream both video and audio to YouTube and allow for participation thorough on-line comments. The comment field would be monitored by the Clerk of the Board who would read them aloud at the proper time and place during the meeting. YouTube is a free service and allows the public to stream on devices such as computers, tablets, phones, and televisions.

The long-term, permanent solution would be part of a planned Board room audio and video upgrade. This solution could include a dedicated web-streaming camera(s) along with a desktop computer to broadcast the stream. There are many different web-streaming options available. Staff would review the participation levels and feedback from the streaming meetings to recommend the best solution for implementation by the District.

If a change to the Board meeting time is recommended, staff would propose to monitor the level of public participation at the meetings (and on-line) and evaluate the effects of the change in the time of the level of participation. Also, it would be advisable to consider holding meetings and/or workshops on potentially controversial items in the evening to ensure that the largest number of customers could attend.

Addressing Conflict with MWD Board Meetings:

Director Lynda Lo-Hill raised a valid concern that changing the time of day for the Board meetings to 9:00 a.m. would present a conflict on the second Monday of each month because the MWD Board meetings that are held on the same day at 12 noon in downtown Los Angeles. Currently, Former Director Glen Peterson serves as the District's MWD Representative, so the conflict would not affect his attendance at MWD Board meetings. However, the change would likely preclude other Board Members from attending the MWD Board meeting when the District's Board meeting runs longer than about 1.5 to 2 hours.

To address this issue, staff proposes that the Board consider changing the day of its meetings beginning in 2020. The alternatives could be changing the meetings to the second and fourth Wednesday of each month or to the first and third Tuesday of each month. Staff would not recommend making the change for 2019 because the Board has already approved it meeting calendar for the year.

GOALS:

Sustain Community Awareness and Support

Prepared by: David W. Pedersen, General Manager

ATTACHMENTS:

Proposed Resolution No. 2547

RESOLUTION NO. 2547

**A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES
MUNICIPAL WATER DISTRICT AMENDING RESOLUTION 2468
(ADMINISTRATIVE CODE) AS IT RELATES TO THE TIME OF DISTRICT
MEETINGS**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LAS VIRGENES
MUNICIPAL WATER DISTRICT AS FOLLOWS:**

1. Purpose.

The purpose of this resolution is to amend the time for conducting regular meetings of the Board of Directors of the District.

2. Amendment.

2-2.109 of Resolution 2468 is hereby amended as follows:

2-2.109 REGULAR AND SPECIAL MEETINGS

(a) The Board shall hold regular meetings on the second and fourth Tuesday of each month at the hour of 9 o'clock a.m. at the District's headquarters.

(b) The President, Vice President or Secretary may call a special meeting upon a twenty-four-hour actual notice to each Director.

(c) An emergency meeting may be called by a majority of the Board on less than twenty-four-hour notice and without an agenda to deal with disruption or threatened disruption of service by work stoppage, crippling disaster or other event severely impairing public health or safety.

3. Other.

Except as provided herein, Resolution No. 2468 is reaffirmed and readopted.

PASSED, APPROVED AND ADOPTED on _____, 2019.

Jay Lewitt, President

ATTEST:

Charles Caspary, Secretary

APPROVED AS TO FORM:

W. Keith Lemieux, District Counsel

[Seal]



January 29, 2019 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject : Approval of Memorandum of Understanding with General and Office Units:
January 1, 2019 through December 31, 2021**

SUMMARY:

Contract negotiations between the District and its Service Employees International Union, Local 721 (SEIU) General and Office Units have concluded with a tentative agreement that was accepted by the Units on January 16, 2019. The proposed Memorandum of Understanding (MOU) is presented as negotiated with Board authority and ratified by the General and Office Units. It is recommended that the Board approve the attached MOU and authorize the General manager to execute it as negotiated with the two Units.

RECOMMENDATION(S):

Authorize the General Manager to execute a Memorandum of Understanding with the Service Employees International Union, Local 721 (SEIU) General and Office Units for a term of January 1, 2019 through December 31, 2021.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

No

FINANCIAL IMPACT:

This action will result in an estimated initial calendar year cost to the District of \$538,882, which includes bringing any positions that were below market up to the market median in terms of total compensation and a 4.0% cost of living adjustment. The action represents an increase in total salary cost for the District of 5.35% (all positions) or a 0.94% increase to the District's total operating budget. Future year increases will range from approximately \$161,247 to

\$292,060, depending on the actual change in Consumer Price Index with a 2.0% minimum and 3.5% maximum adjustment.

DISCUSSION:

The District's employees are represented by four bargaining units: (1) the Management Unit; (2) the Supervisor, Professional & Confidential Unit; (3) SEIU's General Unit; and (4) SEIU's Office Unit. The MOUs for SEIU's General and Office Units expired on December 31, 2018, and negotiations have been completed for the terms of a successor MOU. Through the negotiating process, the Office and General Units agreed to proceed with one MOU that represents both Units. Previously, the Office and General Units had separate MOUs.

Following is a summary of the substantive changes proposed with the successor MOU:

- **Term** - Three year term, January 1, 2019 through December 31, 2021.
- **Salary** - Effective January 12, 2019, implement the Total Compensation Study results, bringing positions with total compensation below market on December 31, 2017 to the market median, and apply a 4% base salary increase for all covered positions. Effective January 1, 2020, employees would receive a base salary increase, based on the October 2018 to October 2019 All Urban Consumer Price Index for LA-Riverside-Orange Counties, with a minimum of two percent (2%) and a maximum of three and one half percent (3.5%). Effective January 1, 2021, employees would receive a base salary increase, based on the October 2019 to October 2020 All Urban Consumer Price Index for LA-Riverside-Orange Counties, with a minimum of two percent (2%) and a maximum of three and one half percent (3.5%).
- **Overtime** - Increase to Compensatory Time Off (CTO) accrual from 60 to 80 hours annually.
- **Standby Time** - Increase to standby rate from \$3.00 to \$5.00 per hour for all hours except those hours compensated as work hours.
- **Life Insurance** - Increase coverage limit from \$50,000 to \$100,000.
- **Sick Leave Payment at Separation** - Accelerate receipt of 100% payout such that it is achieved at 22 years of service as compared to the current 25 years of service.
- **Vacation Leave** - Increase the number of hours accrued each pay period to achieve an annual increase of 8 hours.
- **Jury Duty** - Increase from 40 to 80 hours of paid leave for jury service.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Sherri Paniagua, Human Resources Manager

ATTACHMENTS:

SEIU MOU



MEMORANDUM OF UNDERSTANDING

GENERAL UNIT and OFFICE UNIT

January 1, 2019 – December 31, 2021

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MEMORANDUM OF UNDERSTANDING

GENERAL and OFFICE UNIT

CHAPTER 1, GENERAL PROVISIONS

ARTICLE 1 - TERM

- 1.1 The provisions of this Agreement shall commence on **1 January 2019**, unless another implementation date is specified within the Agreement, and shall expire on **31 December 2021**.

ARTICLE 2 - RECOGNITION

- 2.1 Pursuant to the provisions of the Employee Relations Ordinance of Las Virgenes Municipal Water District, and applicable State Law, Las Virgenes Municipal Water District General Unit Employees, SEIU, CCAPE, Local 700, was certified by Thomas McCarthy, California State Conciliation Service on January 10, 1975, as the exclusive representative of District employees in the General Unit and Office Unit (hereinafter "Unit") previously found to be appropriate by the District's Board of Directors. During 2007-08 SEIU reorganized and the LVMWD bargaining units were incorporated into a new SEIU, Local 721.
- 2.2 The District hereby recognizes SEIU Local 721, (hereinafter "Union") as the certified exclusive representative of the employees in said Units.
- 2.3 The term "employee(s)" as used herein shall refer only to employees employed by District in said Unit in the employee classifications comprising the General Unit as listed on Appendix A and the Office Unit as listed on Appendix B.

ARTICLE 3 - PROVISIONS OF LAW

- 3.1 It is agreed and understood that this Memorandum of Understanding is subject to all current and future applicable Federal, State, and County laws, rules and regulations. If any part of this Memorandum is in conflict or inconsistent with such above applicable laws, rules and regulations, or is otherwise held to be invalid or unenforceable by any tribunal with jurisdiction, such part or provision shall be suspended and the remainder of this Memorandum of Understanding shall not be affected.

CHAPTER 2, COMPENSATION

ARTICLE 4 - POSITION AND SALARY RANGE

- 4.1 The "Basic 7-Step Salary Schedule" is included herein for reference. Said Salary Schedule applies to all classified positions. Whenever possible, personnel will be hired at Step A, and will be subject to merit review and possible salary step increase by the General Manager in accordance with the following rules. However, with the approval of the General Manager, advanced step placement is possible to recruit an exceptionally well qualified employee or to

complete a difficult recruitment. Employees will be subject to merit review and possible salary step increases in accordance to the following rules.

- 4.2 Each employee's performance, including probationary employees, will be reviewed as needed to provide guidance in any improvements that might be required.
 - a. An employee may receive a performance review at a minimum after the first 3 months and must receive a merit review after 6 months of his/her employment and annually thereafter. However, an employee may be evaluated at any time his/her supervisor believes it is appropriate.
 - b. Any pay increase resulting from a merit review will be effective on the date specified in the merit review.
 - c. A newly hired probationary employee who is on leave from work for four (4) or more consecutive weeks may have his or her performance review and probationary date adjusted to compensate for the period of absence. Thereafter, the anniversary performance review will be based on the new adjusted date.
- 4.3 An employee promoted to a higher classification will be subject to merit review on the same schedule as though he/she were a new employee, and will normally be raised in pay approximately 5% concurrently with the promotion by being placed at the appropriate step in the higher pay schedule.
- 4.4 Promotion from a trainee position to a higher level position will be based on the employee's performance and made upon recommendation of his/her Department or Division Head, provided that there is a budgeted position open at the higher level. Completion of seven steps at the trainee level will not usually be required.
- 4.5 Flex Positions
 - a. The probationary period for classifications that require certification shall be the same period as the period required for the employee to earn and have in hand the required certification. For instance, if the certification provides that the employee must obtain the certification within 18 months, then the probationary period shall be 18 months.
 - b. This shall apply to both new and promoted employees.
 - c. An employee who meets all the requirements for promotion (experience, certifications and competency) must promote to the next higher level or they shall be terminated.
- 4.6 An accelerated salary step increase may be granted upon recommendation of a Division or Department Head and approval of the General Manager.
- 4.7 The preparation of Performance or Merit Reviews is the responsibility of each employee's immediate supervisor. The review will be discussed with each employee by their supervisor.
- 4.8 If an employee feels that the performance review is unfair, he/she may take the following

steps in the order listed:

- a. Present a written report to his/her immediate supervisor, detailing the reasons for each point of disagreement, and requesting further discussion with him/her and his/her Division or Department Head.
- b. If the questions cannot be resolved by 4.8a above, request a conference including the General Manager to review the areas of disagreement.

4.9 The General Manager will submit annually to the Board of Directors a list of classified positions required on the District's Staff for the following fiscal year, and will hire or retain such employees as are authorized by the Board. In the event a higher classified position is provided for, but cannot immediately be filled, the General Manager may, in his discretion, employ one or more persons in lower classifications, so long as the total salary budget is not exceeded. Persons so employed will be considered for promotion to a higher position at such times as their Supervisor and Department Head evaluate the employee's qualifications, and make appropriate recommendation to the General Manager.

4.10 Employees will be compensated extra for temporary appointments to duties out of their working classification when the duration of the appointment is thirty (30) consecutive working days or greater, in which case each pay period so included will be compensated at five percent above the employee's current salary, or at the minimum step of the higher position's salary schedule, whichever is greater. Working out of classification is defined as when an employee is assigned to perform at least fifty percent (50%) of the duties and functions of the higher classification.

Unit employees in the classification of Secretary, Administrative Assistant, or any classification designated by the General Manager, who are assigned the responsibility for coordinating and assisting the Board Directors with tasks assigned by the Board shall receive a five percent (5%) premium assignment payment for the performance of these tasks. The parties agree that this is special compensation and shall be reported as such, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(4) as Special Assignment Pay-Administrative Secretary Premium.

4.11 Promotion in a flexibly staffed classification will occur when the employee obtains all required certifications and satisfactorily completes an appropriate competency assessment to promote to the higher class.

4.12 Salary Chart

Salary Charts of positions and Salary Levels as approved for **2019** are provided separately as Appendix A and B following the MOU.

4.13 Salary Increases

Effective the pay period that begins January 12, 2019, classifications with total compensation below the median (as identified in the compensation study prepared by CPS-HR) will have

the salary range adjusted so that the total compensation is set at the median as identified in the compensation survey. Following classification placement at the median, the District will apply the 3% salary adjustment provided in January 2018 to those rates. Individuals within those classifications will be placed at the salary step closest to their current step; however in no case shall an employee receive a reduction in pay. Following any adjustment per the compensation survey all salary ranges and related incumbent rates of pay will increase by 4%.

Effective the beginning of the first pay period following January 1, 2020, all salary ranges and related incumbents rates of pay will be increased by the October 2018 to October 2019 All Urban Consumer Price Index for LA-Riverside-Orange County California with a minimum of a 2% increase and a maximum of a 3.5% increase.

Effective the beginning of the first pay period following January 1, 2021, all salary ranges and related incumbents rates of pay will be increased by the October 2019 to October 2020 All Urban Consumer Price Index for LA-Riverside-Orange County California with a minimum of a 2% increase and a maximum of a 3.5% increase.

ARTICLE 5 - PAY DAYS

- 5.1 Pay checks shall be issued bi-weekly no later than Thursday, for the two immediately preceding work weeks.
- 5.2 Employees have the option of having their salary directly deposited into a bank of their choice. If a normal pay day falls on a Holiday, employees who are not using direct deposit will be paid on the first working day following such holiday.
- 5.3 An initial adjustment will be made for any employee on an "odd" work week, i.e., other than Friday to Friday, so that subsequent checks will cover two full work weeks' pay being made to such employee on the same pay day as other employees.

ARTICLE 6 - OVERTIME

- 6.1 Work in excess of 40 hours in any one week as defined in Article 11, Hours of Work, other than Standby Duty as defined in Article 8, Standby Time, constitutes overtime, and may be permitted only upon advance approval of a department or division head. All paid time off, except sick leave, will be considered time worked for purposes of this section.
- 6.2 All Unit employees are eligible for overtime pay at 1-1/2 times the regular rate for hours worked in excess of 40 hours per week.
- 6.3 Overtime, as defined at 6.1 above, shall be compensated in cash or time off (Compensatory Time Off, i.e., CTO) at the option of the employee. However, accumulated CTO may not exceed an accrual of eighty (80) hours.
- 6.4 Overtime work shall be credited to the nearest tenth of an hour.

ARTICLE 7 - USE OF COMPENSATORY TIME OFF (CTO)

- 7.1 An employee may use CTO to take time off with advance approval of his/her supervisor.
- 7.2 An employee shall not use CTO for any absence for which sick leave is applicable until the employee's sick leave bank is empty.

ARTICLE 8 - STANDBY TIME

- 8.1 Part of the duties of each employee may include being available for call-out overnight. The period during which an employee is assigned to be available for such call-outs is designated as Standby Time.
- 8.2 An employee on Standby Time must (1) be ready to respond immediately to a call for service, (2) be readily available at all hours by telephone or other agreed upon communication equipment, and (3) refrain from activities which might impair his/her assigned duties upon call. The parties agree that an employee shall make a reasonable effort to arrive at District headquarters within forty-five (45) minutes from receiving a call-out. The parties agree that employees on Standby Time, as defined above, are "waiting to be engaged."
- 8.3 Standby Time covers all of the hours daily, which are not part of the regularly scheduled workday for the facility or function to which the employee is assigned standby.
- 8.4 Employees available for call-out while on Standby will be compensated at the rate of \$5.00 per hour for all hours except those hours compensated as work hours. If an employee is called back to work while on standby, the time begins for the employee when he/she receives the call and ends when he/she returns either to his/her home or a location the same distance from the work location to his/her home if the employee is not returning home.

ARTICLE 9 - EMERGENCY CALL-OUT

- 9.1 Emergency call-out is defined as unscheduled work required by management of an employee who, following completion of the employee's workday or workweek and departure from the employee's work site, is ordered back to duty to perform necessary work.
- 9.2 Employees who are called back shall receive a minimum of two (2) hours (the time begins for the employee when he/she receives the call and ends when he/she returns either to his/her home or a location the same distance from the work location to his/her home if the employee is not returning home at time and one-half or pay for hours actually worked, whichever is greater. All hours worked as part of a call-out shall be paid at time and one-half the employee's straight time rate.
- 9.3 Work that precedes or follows the regularly assigned duty-shift will be considered as an extension of the workday and no minimum will apply, and compensation will be at the straight time rate unless the employee has worked 40 hours that week assuming the employee is called back to work within 30 minutes of the end of the scheduled shift. A scheduled return to work with prior notice to the employee does not qualify as a call-out under this section.

- 9.4 Rest and Recovery: This provision applies if an employee is called out to work on an emergency call-out and does not have at least eight hours from when the call-out work ends until the beginning of his/her start time of his/her shift. In this situation, the employee may inform his/her supervisor that he/she will report to work not later than eight hours after the call-out work ended. If this occurs, the hours for the employee's workday will be comprised of the hours from the emergency call out and the hours the employee works when he/she returns to work. These hours may not exceed the regular number of hours in the employee's shift unless the employee is directed to work past his/her regular shift by his/her supervisor.

ARTICLE 10 - COMPUTER CALL-OUT

- 10.1 A computer call-out is defined as work required by management of an employee who, following completion of the employee's workday or workweek is called at home and required to respond to the call by using a computer at home to perform work for the District.
- 10.2 In such a case, the employee shall receive a minimum of one (1) hour (which would apply any time an employee is on the phone discussing the problem with the supervisor) at time and one-half or pay for hours actually worked, whichever is greater. All hours worked as part of a computer call-out shall be paid at time and one-half the employee's straight time rate.

CHAPTER 3, TERMS AND CONDITIONS OF EMPLOYMENT

ARTICLE 11 - HOURS OF WORK

- 11.1 The workweek will be considered as a seven-day period commencing at 12:00 a.m. on Friday and ending at 11:59 p.m. the next succeeding Friday For the 9/80 work schedule, the work week shall begin exactly four hours after the start time of the employee's shift on the day of the week which is also their alternating regular day off and end exactly 168 hours later.
- 11.2 Monday through Thursday, the regular work shift is 7:30 a.m. to 5:00 p.m. with the exception of a one-half hour unpaid lunch period.
- 11.3 For the General Unit, on Friday, the regular work shift is 8:00 a.m. to 4:30 p.m. with the exception of a one-half hour unpaid lunch period. For the Office Unit, on Friday, the regular work shift is 8:00 a.m. – 5:00 p.m. with the exception of a one hour unpaid lunch period.
- 11.4 Work shifts other than described above may be established with the approval of the General Manager.

ARTICLE 12 - REST PERIODS

- 12.1 The time of each employee's rest period will be determined and scheduled by his/her supervisor. Employees shall be entitled to two up to 15 minute rest periods per day, one during the first four hours of his/her shift and the other during the last four hours of his/her shift.

ARTICLE 13 - PROBATIONARY PERIOD

- 13.1 As part of the hiring and promotion procedure, a probation period is applicable. Except as provided in Article 4.5, Flex Positions, the initial probationary period for a newly hired District employee shall be twelve (12) months and the probationary period for newly promoted District employee (promotional probation) shall be six (6) months.

ARTICLE 14 - OUTSIDE EMPLOYMENT

- 14.1 There shall be no outside employment except when an application for permission has been submitted and approved by the General Manager. An employee seeking approval for outside employment shall complete and submit the request form shown in Appendix C.
- 14.2 Such outside employment shall not:
- a. Interfere nor present any conflict with District duties and responsibilities.
 - b. Detract from the efficiency of the employee in the performance of his/her District duties.
 - c. Discredit the District.
 - d. Take preference over required District overtime.
- 14.3 Approval to engage in outside employment may be revoked at any time if the General Manager believes such employment is violating any of the standards listed in 14.2 above.

ARTICLE 15 - OFFICIAL IDENTIFICATION

- 15.1 Employees are required to carry or wear identification cards.
- 15.2 Each Supervisor will be responsible for scheduling time for each new employee to obtain such identification.

ARTICLE 16 - UNIFORMS

- 16.1 Uniforms will be furnished by the District to provide an attractive District image to the public, and to supply an easy means of identification.
- 16.2 Uniforms supplied by the District shall be worn by employees while at work.

ARTICLE 17 - EXPECTED PERFORMANCE

Each District employee is expected to:

- 17.1 Perform his/her job assignments accurately, thoroughly, safely, and efficiently, commensurate with his/her experience.
- 17.2 Work in a professional manner with his/her supervisor and fellow employees.
- 17.3 Carry out proper orders and instructions to the best of his/her ability.

- 17.4 Be on the job, ready to begin work, at the appointed time.
- 17.5 Notify his/her immediate supervisor prior to the time scheduled to begin work, in the event he/she will be late or absent.
- 17.6 Not use District facilities or time during which he/she is being paid by the District, on personal projects.
- 17.7 Refrain from activities or personal conduct on the job that would cast discredit on the District, its Management, or employees.

CHAPTER 4, BENEFITS

ARTICLE 18 - RETIREMENT PROGRAM

- 18.1 The District contracts with CalPERS to provide retirement benefits to employees in the unit. Employees who are described as “classic employees” under the Public Employees’ Retirement Law, receive the 2% at 55-benefit formula.
- 18.2 Unit members hired on or after January 1, 2013 who are “new members” as defined in the Public Employees’ Pension Reform Act of 2013 (PEPRA), are provided the following retirement benefits: 2% @ 62 benefit formula with a three year (36 month) final compensation period. Employees may designate the highest 36 month period. Employees will pay one-half of the total normal cost rate as determined by CalPERS.
- 18.3 The District also amended its contract with the Public Employees’ Retirement System to provide Full Formula CalPERS coverage for past and future service of its employees. This is Government Code Section 20515. The contract amendment was effective in 2001.
- 18.4 The District contributes as the employer's contribution a percentage of each employee's annual basic salary toward retirement.
- 18.5 Unit members shall pay their seven percent (7%) member contribution. Since the classic employees will be paying the entire employee/member contribution, the District will no longer report member contribution as compensation earnable to CalPERS.
- 18.6 Eligibility

Employees are eligible to retire at 50 provided they have been covered by the Retirement Fund for a period of five (5) years.
- 18.7 Retirement Benefits

The service retirement benefit is a product of the benefit factor, years of service, and final compensation. For “classic employees” as defined by the Public Employees’ Pension Reform Act of 2013, final compensation is the monthly average of the member’s highest 12 consecutive months’ of full time equivalent monthly pay (no matter which CalPERS employer paid this compensation). The benefit is affected by the member’s age at retirement.

18.8 CalPERS Optional Benefits

The District's contract with CalPERS provides the following optional benefits:

1. Credit for Unused sick leave (Section 20965)
2. Single Highest Year –One Year Final Compensation (Section 20042)
3. 3% cost of living allowance, base year 1983 (Section 21335)
4. Two years additional service credit (Section 20903)
5. To Remove the Hourly Exclusion of All Hourly Rated or Hourly Basis Employees prospectively from August 10, 1993 (Section 20503)
6. Full formula plus social security (Section 20515)

18.9 Death Benefits

As a CalPERS member, employees in the unit are eligible for death benefits as set forth on the CalPERS website. Members are encouraged to review their benefits as these are not provided for by a contract amendment with CalPERS or as an additional benefit provided per this MOU.

ARTICLE 19 - HEALTH INSURANCE

19.1 Coverage

The parties agree that the District may select an insurance plan different from the current plan. It is further agreed, however, that the current level of benefits may not be reduced by the parties during the term of this Agreement without agreement of the parties. Specific medical insurance plan information is available from brochures in the District's Human Resource Office.

19.2 The District's maximum contribution to insurance premiums shall be as set forth below. Any premium cost above the District's contribution shall be borne by the employee or retired employee.

19.3 District Contribution

The District's maximum contribution shall be 98% of the Kaiser HMO family plan.

19.4 Eligibility

The employee, his or her spouse, and child under the age of 26 years (but not a child's spouse) and physically or mentally handicapped dependent child regardless of age, are eligible for hospital and medical coverage on the first of the month following the date of hire. Subscribing members may add new dependents without a health statement within thirty-one (31) days of marriage, in the case of a new spouse or domestic partner, or the date of birth or adoption, in the case of a child.

19.5 Extension of Coverage

The District will continue to contribute to an employee's medical, dental, vision, short term disability/long term disability and basic life insurance premium up to six (6) months during sickness or injury on the same terms and conditions as prior to the period of absence. Insurance will not be continued for leave-of-absence without pay for causes other than sickness or injury.

- 19.6 If the parties change plans or providers pursuant to Section 19.1 above, there shall be no change to the level of health insurance benefits provided for District retirees.
- 19.7 a. Notwithstanding Section 19.6 above, the parties agree that an employee must have at least five years of LVMWD service to be eligible for retiree insurance and that retiree insurance shall cover only the retiree and one dependent who is a designated dependent at the time of retirement.
- b. The parties also agree that retirees and covered dependents who reach the age of 65 must enroll in Medicare Part A and B no later than one month prior to their 65th birthday. Enrollment in Part D will be required if the provider of the health plan offers premium subsidies or incentives or requires enrollment in Medicare Part D. The District will be obligated to contribute the cost of the medical premiums only for those covered as provided herein.
- c. The parties further agree that employees hired after March 31, 2006 and on or before December 31, 2014, shall receive a retiree medical contribution in the amount of 75% of the PPO rate for employee plus one dependent if the employee retires with at least 10 years of District service and is age 55 or older at retirement.
- d. The parties agree that for employees hired after January 1, 2015, with at least 10 years of District service who are age 55 or older at retirement, their retiree medical benefit shall be in the amount of 75% of the least expensive plan offered by the District at the time of retirement at the employee only level.

ARTICLE 20 - DENTAL INSURANCE

- 20.1 The District provides dental insurance for regular, full-time employees, his or her spouse, and unmarried dependent children under 26 years; and physically or mentally handicapped dependent child regardless of age, are eligible for dental coverage on the first of the month following the date of hire. Subscribing members may add new dependents within thirty-one (31) days of marriage, in the case of a new spouse or registered domestic partner, or the date of birth or adoption, in the case of a child.
- 20.2 The District shall provide orthodontia for the employee and dependents to a lifetime maximum of \$2,000.00.

ARTICLE 21 - VISION CARE

- 21.1 The District will provide a vision program through a third party vendor at no cost to the employee. The employee may elect to cover his or her spouse, and unmarried dependent children under 26 years; and physically or mentally handicapped dependent child regardless

of age, are eligible for vision coverage on the first of the month following the date of hire, by paying for such coverage. Subscribing members may add new dependents thirty-one (31) days of marriage, in the case of a new spouse or registered domestic partner, or the date of birth or adoption, in the case of a child.

ARTICLE 22 – SHORT AND LONG-TERM DISABILITY INSURANCE

- 22.1 The District provides short and long-term disability insurance for each employee.
- 22.2 Short-term coverage commences after the employee has completed one month of continuous employment with the District. Details regarding coverage are available in the Human Resource Office.
- 22.3 An employee eligible for short-term disability benefits shall use available sick leave to cover time off during the short term disability 30 calendar day elimination period. After the elimination period, an employee is required to use the balance of his/her sick leave or vacation leave to coordinate with disability payments. Coordinated payments shall not exceed the employee's regular gross income.
- 22.4 The monthly benefit for a disability as defined in the short term plan is two-thirds of the employee's weekly base pay up to a maximum of \$831.
- 22.5 The long-term disability plan elimination period is 180 calendar days with a benefit duration period of up to Social Security retirement age. The monthly benefit for the long term disability plan is two-thirds of the employee's monthly base pay up to a maximum of \$3,600.

ARTICLE 23 - LIFE INSURANCE

- 23.1 Life insurance in the amount of \$100,000 is provided by the District for each regular, full-time employee upon completion of one month of continuous employment with the District and upon submission of application for membership.
- 23.2 Optional life insurance is available to regular, full-time employees at the employee's expense. Contact Human Resources for details.

ARTICLE 24 - DEFERRED COMPENSATION PLAN

- 24.1 An optional program to increase retirement benefits is available to regular, full-time District employees. The purpose of the Plan is to defer a portion of the employee's compensation for his/her use at retirement. Income taxes are likewise deferred until the employee retires on that portion of compensation deferred. Contributions to the plan are voluntary employee funded.
- 24.2 Participation in the Plan commences in the month following sign-up for new employees. New employees are provided a one-time opportunity to participate in the matching contribution at the time of hire. New employees who do not elect to participate will be unable to participate in the future.
- 24.3 Employees participating in this program and contributing \$20 per pay period into the plan

will receive a \$20 employer contribution match into a 401(a) account for twenty-four (24) pay periods.

ARTICLE 25 - SICK LEAVE PAYMENT

An employee may choose to receive payment for unused sick leave under the following conditions:

25.1 Irrevocable Election Process for Leave Cash Out

To comply with the Code of Federal Regulations (CFR) Section 1.451-2 Constructive Receipt of Income, the District provides an irrevocable election process for sick leave payments. Annually, in December employees may submit an irrevocable election to receive payment of up to 32 hours of accrued and unused sick leave. The irrevocable election form will be provided by Human Resources. Employees have the option to elect to cash out sick leave accruals earned in the subsequent year up to a maximum of thirty-two hours when their sick leave bank has at least 160 accrued sick leave hours as of November 30th. Employees who submit an irrevocable sick leave election form by December 15th, and who have at least 160 accrued sick leave hours as of November 30th the following year, will receive payment for the hours elected with the second paycheck in December.

Employees have the option to elect to cash out sick leave accruals earned in the subsequent year up to a maximum of forty-eight hours when their sick leave bank has at least 200 accrued sick leave hours as of November 30th. Employees who submit an irrevocable sick leave election form by December 15th, and who have at least 200 accrued sick leave hours as of November 30th the following year, will receive payment for the hours elected with the second paycheck in December.

25.2 An employee who leaves the District through voluntary termination, or death, shall be paid for accrued but unused sick leave according to the following schedule:

- a. Twenty-five percent (25%) payoff for completion of five (5) years of service
- b. Thirty percent (30%) payoff for completion of six (6) years of service
- c. Thirty-five percent (35%) payoff for completion of seven (7) years of service
- d. Forty percent (40%) payoff for completion of eight (8) years of service
- e. Forty-five percent (45%) payoff for completion of nine (9) years of service
- f. Fifty percent (50%) payoff for completion of ten (10) years of service.
- g. Seventy-five percent (75%) for completion of twenty (20) years of service.
- h. One hundred percent (100%) for completion of twenty-two (22) years of service.

25.3 An employee who leaves the District through retirement shall have the option of (1) being paid for accrued but unused sick leave according to the following schedule and with the balance, if any, being applied as PERS retirement credit, or (2) receiving no payment and instead having all accrued but unused sick leave applied as PERS retirement credit.

- a. Twenty-five percent (25%) payoff for completion of five (5) years of service
- b. Thirty percent (30%) payoff for completion of six (6) years of service
- c. Thirty-five percent (35%) payoff for completion of seven (7) years of service
- d. Forty percent (40%) payoff for completion of eight (8) years of service
- e. Forty-five percent (45%) payoff for completion of nine (9) years of service

- f. Fifty percent (50%) payoff for completion of ten (10) years of service.
- g. Seventy-five percent (75%) for completion of twenty (20) years of service.
- h. One hundred percent (100%) for completion of twenty-two (22) years of service.

The selection of Option (1) or (2) above shall be made by the employee and presented in writing to the Human Resources Office at the time the employee notifies the District of the employee's intention to retire.

ARTICLE 26 - CERTIFICATION PROGRAM

- 26.1 Employees of the District are required to meet all certification requirements for their position.
- 26.2 Employees in the Water Reclamation Division will obtain the proper certifications as mandated by the State of California and Las Virgenes Municipal Water District.
 - a. Operations personnel shall obtain appropriate certification as issued by the California State Water Resources Control Board.
 - b. Laboratory technicians shall obtain appropriate certification as issued by the California Water Environment Association and American Water Works Association.
- 26.3 Employees in the Water Division will obtain the proper certification as mandated by the State of California and Las Virgenes Municipal Water District.
 - a. Personnel who work in treatment and distribution functions shall obtain appropriate certification as issued by the California Department of Health Services.
- 26.4 Employees in the Maintenance Division shall obtain the appropriate certifications as issued by the California Water Environment Association and American Water Works Association.
- 26.5 The District will pay the initial examination fee, license fees and renewals for certificates required of employees.
- 26.6 Any employee who does not maintain his or her required certification shall be terminated when the required certification expires.
- 26.7 The District shall provide incentive pay as set forth in Appendix B for employees who attain State certification above their required minimum certifications.

ARTICLE 27 - ATTENDANCE AT CLASSES

- 27.1 The Department Director may authorize attendance of employees at classes at District expense where the direct benefit to the District warrants. Pre-approval by the Department Director is required for reimbursement. A refund of expenditures, to a maximum of \$685.00 per class, for registration and course supplies will be made to the employee upon presentation of proof of completion with a passing grade.

ARTICLE 28 - PHYSICAL EXAMINATION

- 28.1 District required shots will be provided as required. Employees may obtain these shots at their expense from their own physician and provide proof of having received the shots to the District Human Resources office.
- 28.2 Physical examinations required for any license required by the District will be paid by the District.

CHAPTER 5, LEAVES OF ABSENCE

ARTICLE 29 - SICK LEAVE

- 29.1 All full-time, regular employees shall accrue sick leave with pay under the following conditions:
- 29.2 An employee whose services have been continuous for one month or more shall accrue sick leave at the rate of eight (8) hours for each month during which he/she has been employed. Such leave may be used provided that satisfactory evidence is presented showing the need therefore, as shown below. Part-time, regular employees shall accrue sick leave on a pro-rated basis.
- 29.3 If an employee has accumulated sick leave, it shall be used for the following:
- a. When an employee is ill.
 - b. When a member of an employee's immediate family is ill and the employee must care for such ill family member.
 - c. For visits to doctors, dentists and optometrists for physicals, treatment or preventive steps
 - d. For funerals in the immediate family and bereavement leave.
 - e. For any other reason as permitted by law.
 - f. "Immediate family" is designated as the spouse, child, registered domestic partner, parent, sibling or grandparent of the employee or employee's spouse or registered domestic partner.
- 29.4 Sick leave will be cumulative, with no maximum accrual, and if not taken in any given year will be usable in subsequent years' employment, the purpose being to make accrued sick leave available to an employee in times of urgent need.
- 29.5 When an employee is on sick leave, he/she is in paid status.
- 29.6 Accrual of sick leave will be by month beginning with the date of hire and computed to the date of termination, pro-rated to the nearest four hours.
- 29.7 An employee who is absent on sick leave may be contacted by his/her supervisor. For absences due to illness in excess of 5 days, or less, if justified in the opinion of the employee's supervisor, Department/Division Head, a statement must be obtained by the employee from the employee's doctor stating: (a) that the employee should not have worked during the period of absence; and (b) that the employee is now able to return to work.

29.8 Frequent use of short periods of sick leave is indicative of inability to perform as expected by the District, and may result in dismissal for lack of reliability.

ARTICLE 30 - VACATION LEAVE

30.1 Seniority governs in vacation choice for the current year's vacation. Subject to approval of the Department or Division Head of the vacation selected, employees will be granted vacation leave with pay.

30.2 Full-time regular employees shall accrue vacation on the following basis. Part-time regular employees shall accrue vacation on the following on a pro-rated basis.

| DURING SERVICE YEARS | HRS ACCRUED PER PAY PERIOD | RESULTING ANNUAL ACCRUAL |
|-----------------------------|-----------------------------------|---------------------------------|
| 1-2-3 | 4.00 | 104 hours |
| 4-5-6 | 4.31 | 112 hours |
| 7-8-9 | 4.62 | 120 hours |
| 10-11-12 | 4.92 | 128 hours |
| 13-14-15 | 5.23 | 136 hours |
| 16-17-18 | 5.54 | 144 hours |
| 19-20-21 | 5.85 | 152 hours |
| 22-23-24 | 6.15 | 160 hours |
| 25 > | 6.46 | 168 hours |

30.3 The vacation leave time earned each year will be available to the employee for vacation, or may be accrued, wholly or partially, in the employee's Leave Account.

30.4 No more than 288 hours will be permitted to accrue in an employee's Leave Account. If an employee accrues 288 hours of vacation and has that amount on the books, he/she will not accrue additional vacation until he/she uses vacation and drops his/her accrual below 288 hours.

30.5 The maximum vacation an employee can take is 160 consecutive working hours, unless special circumstances warrant approval of the General Manager for a longer period.

30.6 Pay during vacation leave will be at the monthly rate currently paid the employee at the time the vacation is taken.

30.7 When an employee leaves the District, he/she will be paid for accrued unused vacation at his/her then current rate of pay.

30.8 When computing the amount of vacation leave accrual, holidays, week-ends, paid vacation time and paid sick leave will be included as continuous service.

30.9 Accrual of vacation time will be by hour beginning with the date of hire and computed to the date of termination, pro-rated to the nearest hours.

30.10 The supervisor will either approve or disapprove the request prior to the employee actually taking the time off.

ARTICLE 31 - HOLIDAYS

31.1 The District shall observe the holidays listed below.

| | |
|----------------------------------|---|
| 1. New Year's Day | 1 January |
| 2. Martin Luther King's Birthday | 3rd Monday in January |
| 3. President's Day | 3rd Monday in February |
| 4. Memorial Day | Last Monday in May |
| 5. Independence Day | 4 July |
| 6. Labor Day | 1st Monday in September |
| 7. Veterans Day | 11 November |
| 8. Thanksgiving Day | November (The day of Thanksgiving as proclaimed by the State of California) |
| 9. Day after Thanksgiving | November (as above) |
| 10. Day before Christmas Day | 24 December |
| 11. Christmas Day | 25 December |
| 12. Day before New Year's Day | 31 December |

31.2 If any of the holidays listed above falls on the first day of an employee's weekend, the holiday will be observed on the previous workday. If a holiday falls on the middle day of a three-day weekend, the holiday will be observed on the employee's previously scheduled workday.

31.3 If any of the holidays listed above falls on the last day of an employee's weekend, the holiday will be observed on the following workday.

31.4 A weekend is any two or three regularly scheduled consecutive days off. An employee working a 9/80 workweek will alternate between two and three day weekends.

31.5 Christmas and New Year's holidays often provide four consecutive days off for employees. If the holiday schedule provides a four day weekend for employees with Monday through Friday schedules, then the District will try to schedule four consecutive days off for employees working an irregular workweek.

31.6 Employees required by their supervisor or manager to work on the holidays listed above will be compensated at one and one-half times the employee's straight time rate, in addition to his/her regular pay for the holiday.

ARTICLE 32 - BEREAVEMENT LEAVE

32.1 An employee may have up to twenty-seven (27) hours paid leave for bereavement as a result of the death a member of the employee's immediate family. "Immediate family" is designated as the spouse, registered domestic partner, child, parent, sibling, or grandparent of the employee or employee's spouse. If additional time off is required, the employee may request sick leave as provided in Article 29.3 (d) above.

ARTICLE 33 - MILITARY LEAVE

- 33.1 The District will follow all laws regarding military leave including, but not limited to, the State Military and Veterans Code and the Federal Uniformed Services Employment and Reemployment Rights Act.

ARTICLE 34 - PREGNANCY LEAVE

- 34.1 Employees who are temporarily unable to perform their usual and customary work due to a pregnancy-related disability will be granted a pregnancy leave of absence and may also be entitled to a reasonable accommodation.
- 34.2 Pregnancy disability leave will be granted on the basis of a physician's written statement that an employee is no longer able to work due to a pregnancy-related disability.
- 34.3 An employee who is granted a pregnancy disability leave is required to utilize accrued sick leave if available, until the commencement of disability payments. The employee may then coordinate salary and disability payments as provided in long term disability insurance. The District will continue to pay group insurance premiums while the employee on pregnancy leave is either using paid time off to cover her absence or while her pregnancy disability leave is running concurrently with leave per the Pregnancy Disability Leave Act provided by California law, even if in unpaid status.
- 34.4 An employee who plans to take a pregnancy leave must provide the District reasonable notice of the date the leave will commence, the estimated duration of the leave, and the date on which it is expected the employee will be able to return to work. When an unplanned medical situation or emergency occurs that does not allow the employee to provide advance notification of the need for a pregnancy leave, the employee must cause the District to be notified of the situation within three working days.
- 34.5 The maximum length of leave that will be granted for any pregnancy-related disability is four months unless the employee has accrued paid time off in excess of four months. If the employee needs more than four months for such leave, the District will ensure that it meets with the employee to discuss reasonable accommodation for a longer leave of absence. Employees returning to work after any pregnancy leave must have a written release from a physician verifying that they are able to return to work and safely perform their duties.
- 34.6 Employees who return to work from a pregnancy leave will be accorded the same reinstatement rights as an employee returning from any other form of disability leave.

ARTICLE 35 - PARENTAL LEAVE

- 35.1 An employee may be granted an unpaid leave of absence for up to 1040 hours to care for or to bond with their newly-born or adopted child.
- 35.2 An employee who is granted such leave must use it concurrently with FMLA/CFRA. However, once the employee has exhausted the 12 weeks of leave as provided by FMLA/CFRA, the employee will be responsible for the cost of group insurance (medical, dental, vision, short term disability/long term disability, and life insurance).

ARTICLE 36 - FAMILY AND MEDICAL CARE LEAVE

- 36.1 The District will provide family and medical leave for an employee as required by State and Federal Law.
- 36.2 When the FMLA/CFRA leave is due to the non-job related health condition of the employee or a family member, the employee shall exhaust the following paid leave in the order listed: 1) sick leave, 2) vacation leave, and 3) other paid leave. The exhaustion of such paid leave shall run concurrently with the leave.
- 36.3 When the leave is for bonding with a newly born or newly adopted child, the employee may use up to 160 hours of accrued sick leave. If an employee opts to use such leave, then after using such sick leave, the employee shall exhaust the following paid leaves in the order listed: 1) Vacation leave, and 2) other paid leave, except sick leave. The exhaustion of such paid leave shall run concurrently with the leave.

ARTICLE 37 - ON THE JOB INJURY

- 37.1 In the case of on-the-job injuries, the employee must apply accrued sick leave on a pro-rated basis to supplement his/her entitlement from the Workers' Compensation Insurance Fund. Once sick leave is exhausted, employees may use leave accruals concurrently with leave provided in conjunction with a workers' compensation leave. The employee may thus receive from the District a check equal to his/her net regular paycheck less the amount of his/her check from the Workers' Compensation Insurance Fund.

ARTICLE 38 - LEAVE WITHOUT PAY

- 38.1 Leave without pay may be granted by the General Manager, but such leave, when granted, shall not exceed a continuous period of 30 calendar days, except for extended unpaid sick leave, per Article. 29; military leave, per Article 33; pregnancy leave, per Article 34; parental leave, per Article 35; and family and medical leave, per Article 36. Vacation and sick leave benefits are not earned nor holidays paid during leave without pay. This includes unpaid sick leave, military leave, parental leave, family and medical leave or any other leave where the District is not paying wages to the employee.

ARTICLE 39 - JURY DUTY

- 39.1 A full-time, regular employee will be paid his/her regular salary for eighty (80) hours when on jury duty regardless of whether the employee is scheduled to work four days (i.e., 36 hours for employees working a 9/80 work schedule) or five days (44 hours for employees working a 9/80 work schedule), less the amount he/she receives from the Court for such service as a juror. An attendance record from the Court on time spent on jury duty and a copy of the check for such service must be submitted to the District's Payroll Clerk. If paid by the court for jury duty not paid by the District after 80 hours (not mileage) the amount received from the Court for service as a juror will be deducted from the employee's paycheck following completion of such service.
- 39.2 Employees who are on jury duty are required to return to work if released by the Court from

jury duty and they will have at least two hours of work left in their day. In addition, if an employee calls into the court on the day before reporting for jury duty and finds out that he/she must report to jury duty the next day, he/she is required to notify his/her supervisor prior to the start time of his/her work shift.

CHAPTER 6, EMPLOYEE/EMPLOYER RELATIONS

ARTICLE 40 - DISCIPLINARY ACTIONS

- 40.1 Disciplinary or corrective actions may be taken with the approval of the General Manager, upon the recommendation of the Department or Division Head, in those cases where the Department or Division Head feels that the severity or frequency of the employee's actions warrants, or the employee has failed to alter his/her conduct satisfactorily, after a conference or reprimand.
- 40.2 The severity of discipline or corrective action will be determined on a case-by-case basis, taking into consideration the employee's previous history, and the severity of the current problem.
- 40.3 Such disciplinary actions may be suspension, demotion, reduction of pay or dismissal.

ARTICLE 41 - DISMISSAL

- 41.1 Upon dismissal, District employees shall be paid for their accrued vacation.

ARTICLE 42 - REPRIMANDS

- 42.1 In the event that the Supervisor's consultation with an employee as provided below in Article 43, Supervisors Conference does not result in improved performance or behavior on the part of the employee, the Supervisor shall prepare a written reprimand covering the earlier consultation with the employee, and outline the specific rules in question.
- 42.2 The Supervisor shall submit the reprimand to his/her Department or Division Head, who will set up a meeting with the employee and the Supervisor to review the charges and obtain the employee's side of the problem.
- 42.3 The Division or Department Head will summarize the findings of the meeting and present his/her ruling in writing to the employee.
- 42.4 The employee will then have the right to submit a rebuttal which shall be attached to the reprimand in the employee's personnel file.
- 42.5 If the severity of the employee's conduct warrants, the reprimand shall put the employee on notice that failure to correct the performance or attitude will result in disciplinary action.

ARTICLE 43 - SUPERVISORS CONFERENCE

- 43.1 Supervisors will confer with employees who, in the Supervisor's opinion, are violating the letter or intent of employment standards, such as those outlined above.

ARTICLE 44 – SEPARATION FROM THE DISTRICT

- 44.1 An employee resigning or leaving work without two weeks' notice will be considered discharged insofar as the application of these rules and regulations is concerned.
- 44.2 Resignations will be effective upon the last day worked. Wages due and payments for accrued leaves provided for in this MOU will be paid on the following pay day.
- 44.3 An employee separating from the District in good standing is expected to refrain from using paid time off during the final two weeks of his or her tenure with the District.

ARTICLE 45 - GRIEVANCE PROCEDURE

- 45.1 A grievance is a claim by one or more persons of a violation, misinterpretation or inequitable application of the rules and regulations or this memorandum of understanding.
- 45.2 Step No. 1: Informal Discussion with Supervisor:
 - a. The grievance shall first be discussed on an informal basis by the aggrieved with his/her immediate supervisor within 7 calendar days from the date of the action causing the grievance. The immediate supervisor shall respond within 7 calendar days. Every effort shall be made to resolve the grievance between the employee and his/her immediate supervisor.
 - b. In the event the employee believes the grievance has not been satisfactorily resolved, the employee shall submit the grievance in writing to the Department or Division Head within 7 calendar days after receipt of the immediate supervisor's response.
- 45.3 Step No. 2: Review by Department or Division Head:
 - a. Within 7 calendar days after receiving the written grievance, the Department or Division Head shall meet with all parties concerned, and they shall thoroughly discuss the grievance.
 - b. The Department or Division Head shall give his/her written decision within 7 calendar days after the discussion.
- 45.4 Step No. 3: Review by General Manager:
 - a. If the grievance has not been satisfactorily resolved by the Department or Division Head, the grievance may be submitted to the General Manager within 7 calendar days. Within 7 calendar days after receiving the written grievance, the General Manager shall meet with all parties concerned, and they shall thoroughly discuss the grievance.
 - b. The General Manager shall give his/her written decision within 7 calendar days. If the aggrieved feels that the decision of the General Manager is unjust, a final appeal may be made to the Board of Directors within 7 calendar days.

- 45.5 The employee at any step of the grievance procedure may represent himself/herself, may be represented by a fellow employee, a representative of an employee organization, attorney, or any other person he/she may choose.
- 45.6 The time limitations are designed to quickly settle a grievance. Time limitations may be extended by agreement of both parties in writing. If at any stage of the grievance procedure the employee is dissatisfied with the decision rendered, it shall be the grievant's responsibility to submit the grievance to the next designated level of review within the time limits specified. Failure to submit the grievance within the time limits imposed shall terminate the grievance process and the grievance shall be considered resolved. The grievant shall promptly proceed to the next step if the immediate supervisor or Department or Division Head, or General Manager, fails to respond within the time limits specified.

ARTICLE 46 - LAY-OFFS

- 46.1 In the event the work load of the District decreases to the point where lay-off of otherwise satisfactory employees is required, lay-offs within each classification will be on the basis of merit, as determined by the average of his/her performance reports for his/her current classification, and will be subject to two weeks' notice, or severance pay, at the discretion of the employee.
- 46.2 Employees so laid off will be called to resume work prior to District recruiting to fill jobs created by an increase in the District's work load for the classification in question. This right exists for up to two years from the effective date of the layoff.

ARTICLE 47 - PEACEFUL PERFORMANCE

- 47.1 The parties recognize and acknowledge that many of the services performed by the employees covered by this MOU are essential to the public health, safety and general welfare of the residents within the District service area.
- 47.2 Consequently, Union agrees that under no circumstances will it recommend, encourage, cause or permit its members to initiate, participate in, nor will any member of the bargaining unit take part in, any strike, sit-down, stay-in, slow-down or picketing (hereinafter collectively referred to as work-stoppage), in any office, or facility of the District, not to curtail any work or restrict any production, or interfere with any operation of the District.
- 47.3 In the event of any such work-stoppage by any member of the unit, the District shall not be required to negotiate on the merits of any dispute which may have given rise to such work-stoppage, until said work-stoppage has ceased.
- 47.4 In the event of any such work-stoppage during the term of this MOU, whether by, Union or by any member of the bargaining unit, Union, by its officers, shall immediately declare in writing and publicize that such work-stoppage is contrary to the Agreement and unauthorized, and further direct its members in writing to cease the said conduct and to resume work. Copies of such written notice shall be served upon the District.

- 47.5 If in the event of a work-stoppage, Union promptly and in good faith performs the obligations of this Section, and, providing, Union has not otherwise authorized, permitted or encouraged such work-stoppage, Union shall not be liable for any damages caused by the violation of this Section.
- 47.6 However, the District shall have the right to discipline, including discharge, any employee who instigates, participates in, or gives leadership to, and work-stoppage activity herein prohibited, and the District shall also have the right to seek full legal redress.

ARTICLE 48 - STEWARDS PROGRAM

- 48.1 The General Unit's representative, Union, may appoint three (3) stewards. Each steward shall have an alternate who shall perform his/her duties in his/her absence. Union shall give to the District's General Manager a written list of employees who have been selected as stewards, and this list shall be kept current by union.
- 48.2 Stewards may spend a reasonable amount of time to promptly and expeditiously investigate and process grievances without loss of pay or benefits of any kind. Stewards shall be free from reprisal and shall not in any way be coerced, intimidated or discriminated against as a result of activities in the role of a steward.
- 48.3 Stewards and alternates may investigate and process grievances only in the department to which they are assigned. Stewards, when leaving their work locations to transact such investigations or processing, shall first obtain permission from their immediate supervisor and inform him/her of the nature of the business. Permission to leave will be granted promptly unless such absence would cause undue interruption of work. If such permission cannot be granted promptly, the steward will be immediately informed when time will be made available.
- 48.4 Upon entering a work location, the steward shall inform the cognizant supervisor of the nature of his/her business. Permission to leave the job will be granted promptly to the employee involved unless such absence would cause an undue interruption of work. If the employee cannot be made available, the steward will be immediately informed when the employee will be made available.
- 48.5 A steward shall not log compensatory time or overtime for the time spent performing any function of a steward.
- 48.6 The role of the steward is to provide timely grievance representation at the first steps of the grievance procedure, in an effort to resolve grievances at the lowest level and to increase communication between the General Unit and the District.
- 48.7 A shop steward's representation program has been established on a trial basis with the understanding that it will be discontinued immediately upon evidence that the net effect of such program is to reduce productivity.

ARTICLE 49 - DISTRICT RIGHTS

- 49.1 It is the exclusive right of the District to determine the mission of each of its constituent

departments, board, and commissions, set standards of services to be offered to the public, and exercise control and discretion over its organization and operations. It is also the exclusive right of the District to direct its employees and evaluate their work performance, take disciplinary action for cause, relieve its employees from duty because of lack of work or for cause, and determine the methods, means and personnel by which the District's operations are to be conducted; provided, however, that the exercise of such rights does not preclude employees or their representatives from conferring or raising grievances about the

practical consequences that decisions on these matters may have on wages, hours, and other terms and conditions of employment.

ARTICLE 50 - EMPLOYEE RIGHTS

50.1 Employees of the District shall have the right to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employee relations. Employees of the District also shall have the right to refuse to join or participate in the activities of employee organizations, and shall have the right to represent themselves individually in their employment relations with the District. No employee shall be interfered with, intimidated, restrained, coerced or discriminated against because of his/her exercise of these rights.

ARTICLE 51 - DUES DEDUCTION

- 51.1 District agrees to deduct and remit to the Union all authorized dues deductions from Union members. Upon receipt of written notice by SEIU that dues deductions were authorized by the employee, the District will begin to deduct dues. Deductions will begin the beginning of the pay period following notice from SEIU to the District of authorization to deduct dues.
- 51.2 District will promptly remit membership fees deducted to Union, together with a list of employees who have had said fees deducted.
- 51.3 Union and the District agree that the District is not to be a party to any dispute that arises out of the administration of Article 51, Dues Deduction. Specifically, Union shall indemnify and save harmless the District, its officers, agents and employees from any and all claims, demands, damages, costs, expenses, or liability arising out of this Section.

ARTICLE 52 – NEW EMPLOYEE ORIENTATIONS

52.1 The District shall provide the Union's designated representative(s) written notice of new employee orientation at least ten (10) business days prior to the new employee orientation. Should an orientation be scheduled with less than ten days notice, the District will provide an orientation opportunity for SEIU with ten days notice.

Representatives of the Union shall be permitted to meet with new hires for up to (30) minutes during the mandatory scheduled new employee orientation. This meeting will be exclusively for union representatives and SEIU new hires. Release time shall be granted for one steward to participate in the new employee orientation and to participate in the new hire follow-up meeting as described below. "New hires" shall be defined to include any employee new to SEIU 721, including but not limited to through accretion or promotion/demotion.

If the Union's designated representative(s) is unable to attend the new employee orientation, the District shall provide the new hire with a packet of materials from the Union. The District shall also provide the new hire with the contact information of the union representative responsible for follow-up with the new hire.

ARTICLE 53 - MAINTENANCE OF MEMBERSHIP

- 53.1 Employees who are on payroll deduction for Union dues on the effective date of this Agreement, and employees who begin payroll deduction for Union dues during the Term of this Agreement, shall continue such dues deduction until 31 December of the last year of this Agreement.
- 53.2 An employee who wants to discontinue such dues deduction may do so only between 1 November and 1 December of the last year of this Agreement. Such dues shall be discontinued effective 1 January of the following year. To discontinue dues deduction during this time period, the employee shall give written notification to both the Union and the District.
- 53.3 Union shall indemnify and save harmless the District, its officers, agents, and employees from any and all claims, demands, damages, costs, expenses, or liability arising out of this article.
- 53.4 In any case where any employee does not have sufficient funds to provide for payment of authorized dues, the Union shall be responsible for collection from the employee.
- 53.5 The Union shall submit annual financial reports to the District and Unit employees as required by Government Code Section 3502.5 or its amendments.

ARTICLE 54 – LABOR/MANAGEMENT COMMITTEE

- 54.1 The parties agree to the establishment of Labor/Management committee where the parties come together to discuss items or issues of mutual importance. The committee shall be represented with up to three members from each SEIU bargaining unit. The committee shall meet at least once a quarter, but may mutually agree to meet either less or more often at mutually agreed upon times. The committee will act as an advisory group and shall have no decision making power. Depending on the issues discussed, either party may request that additional parties attend the meeting.

ARTICLE 55 - FULL UNDERSTANDING, MODIFICATION AND WAIVER

- 55.1 It is intended that this Agreement sets forth the full and entire understanding of the parties regarding the matters in this Agreement, and any prior or existing understanding or agreements, whether formal or informal, regarding such matters are superseded and terminated.
- 55.2 Management will continue to administer the formal and informal terms and conditions of employment in a reasonable manner.

- 55.3 The Union and the District agree that during the negotiations which resulted in this Agreement, each had unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of employee-employer relations. Therefore, this Agreement represents the only Agreement of the parties which may provide for changes in terms and conditions of employment as a result of negotiations and/or actual adoption and implementation of the provisions of this Agreement.
- 55.4 No change to this Agreement will be binding upon either party unless made in writing and signed by the parties.
- 55.5 The waiver of appeal of any breach of any term or condition of this Agreement by either party shall not constitute a precedent or in any way bar the future enforcement of all contractual terms and provisions.

For SEIU, Local 721:

For Las Virgenes MWD

Authorized to accept this Memorandum of Understanding on behalf of the Las Virgenes Municipal Water District Board of Directors, at their meeting of January 29, 2019.

David W. Pedersen
General Manager

Date

Approval as to form:

Wayne K. Lemieux
Legal Counsel

Date

APPENDIX A
LVMWD
General Unit Salary Table – January 12, 2019

| Classification | Range | Rate | Step A | Step B | Step C | Step D | Step E | Step F | Step G |
|--|-------|---------|------------|------------|------------|------------|------------|------------|------------|
| Chief Water Treatment Plant Operator | 77 | Hourly | \$38.158 | \$40.257 | \$42.471 | \$44.807 | \$47.271 | \$49.871 | \$52.619 |
| | | Monthly | \$6,614.11 | \$6,977.88 | \$7,361.66 | \$7,766.55 | \$8,193.71 | \$8,644.37 | \$9,120.55 |
| Collections Systems Technician | 46 | Hourly | \$28.030 | \$29.572 | \$31.198 | \$32.914 | \$34.725 | \$36.634 | \$38.652 |
| | | Monthly | \$4,858.57 | \$5,125.80 | \$5,407.71 | \$5,705.14 | \$6,018.92 | \$6,349.96 | \$6,699.75 |
| Compliance Inspector | 59 | Hourly | \$31.901 | \$33.656 | \$35.507 | \$37.459 | \$39.520 | \$41.693 | \$43.986 |
| | | Monthly | \$5,529.50 | \$5,833.63 | \$6,154.48 | \$6,492.97 | \$6,850.08 | \$7,226.85 | \$7,624.32 |
| Cross Connection Inspector | 64 | Hourly | \$33.528 | \$35.372 | \$37.318 | \$39.370 | \$41.536 | \$43.820 | \$46.230 |
| | | Monthly | \$5,811.56 | \$6,131.21 | \$6,468.42 | \$6,824.18 | \$7,199.51 | \$7,595.48 | \$8,013.24 |
| Electrical/Instrumentation Technician I | 51 | Hourly | \$29.460 | \$31.080 | \$32.790 | \$34.593 | \$36.496 | \$38.503 | \$40.621 |
| | | Monthly | \$5,106.41 | \$5,387.26 | \$5,683.56 | \$5,996.15 | \$6,325.95 | \$6,673.87 | \$7,040.94 |
| Electrical/Instrumentation Technician II | 66 | Hourly | \$34.202 | \$36.083 | \$38.068 | \$40.162 | \$42.371 | \$44.701 | \$47.163 |
| | | Monthly | \$5,928.37 | \$6,254.44 | \$6,598.44 | \$6,961.34 | \$7,344.22 | \$7,748.16 | \$8,174.96 |
| Facilities Inspector | 68 | Hourly | \$34.890 | \$36.809 | \$38.833 | \$40.969 | \$43.222 | \$45.599 | \$48.107 |
| | | Monthly | \$6,047.54 | \$6,380.15 | \$6,731.07 | \$7,101.27 | \$7,491.84 | \$7,903.90 | \$8,338.61 |
| Facilities Maintenance Worker | 40 | Hourly | \$26.406 | \$27.858 | \$29.390 | \$31.007 | \$32.712 | \$34.511 | \$36.409 |
| | | Monthly | \$4,576.99 | \$4,828.73 | \$5,094.30 | \$5,374.49 | \$5,670.09 | \$5,981.94 | \$6,310.95 |
| Field Customer Service Rep. I | 22 | Hourly | \$22.076 | \$23.290 | \$24.571 | \$25.922 | \$27.348 | \$28.852 | \$30.439 |
| | | Monthly | \$3,826.44 | \$4,036.90 | \$4,258.92 | \$4,493.17 | \$4,740.30 | \$5,001.01 | \$5,276.07 |
| Field Customer Service Rep. II | 32 | Hourly | \$24.385 | \$25.726 | \$27.141 | \$28.634 | \$30.209 | \$31.871 | \$33.623 |
| | | Monthly | \$4,226.78 | \$4,459.25 | \$4,704.50 | \$4,963.25 | \$5,236.23 | \$5,524.23 | \$5,828.06 |
| Fleet Technician | 50 | Hourly | \$29.188 | \$30.773 | \$32.465 | \$34.251 | \$36.134 | \$38.122 | \$40.222 |
| | | Monthly | \$5,055.85 | \$5,333.92 | \$5,627.28 | \$5,936.79 | \$6,263.31 | \$6,607.79 | \$6,971.79 |
| Laboratory Assistant | 43 | Hourly | \$27.206 | \$28.702 | \$30.281 | \$31.946 | \$33.703 | \$35.557 | \$37.513 |
| | | Monthly | \$4,715.68 | \$4,975.04 | \$5,248.67 | \$5,537.34 | \$5,841.90 | \$6,163.21 | \$6,502.18 |
| Laboratory Technician I | 53 | Hourly | \$30.052 | \$31.705 | \$33.449 | \$35.289 | \$37.229 | \$39.277 | \$41.437 |
| | | Monthly | \$5,209.05 | \$5,495.55 | \$5,797.79 | \$6,116.68 | \$6,453.10 | \$6,808.02 | \$7,182.46 |
| Laboratory Technician II | 68 | Hourly | \$34.890 | \$36.809 | \$38.833 | \$40.969 | \$43.222 | \$45.599 | \$48.107 |
| | | Monthly | \$6,047.54 | \$6,380.15 | \$6,731.07 | \$7,101.27 | \$7,491.84 | \$7,903.90 | \$8,338.61 |
| Maintenance Mechanic I | 43 | Hourly | \$27.206 | \$28.702 | \$30.281 | \$31.946 | \$33.703 | \$35.557 | \$37.513 |
| | | Monthly | \$4,715.68 | \$4,975.04 | \$5,248.67 | \$5,537.34 | \$5,841.90 | \$6,163.21 | \$6,502.18 |
| Maintenance Mechanic II | 58 | Hourly | \$31.585 | \$33.322 | \$35.155 | \$37.089 | \$39.128 | \$41.281 | \$43.554 |
| | | Monthly | \$5,474.76 | \$5,775.87 | \$6,093.55 | \$6,428.69 | \$6,782.27 | \$7,155.29 | \$7,549.44 |
| Sr. Field Customer Service Representative | 54 | Hourly | \$30.353 | \$32.022 | \$33.783 | \$35.641 | \$37.602 | \$39.670 | \$41.852 |
| | | Monthly | \$5,261.13 | \$5,550.50 | \$5,855.77 | \$6,177.84 | \$6,517.63 | \$6,876.10 | \$7,254.28 |
| Sr. Electrical/Instrumentation Technician | 74 | Hourly | \$37.036 | \$39.073 | \$41.222 | \$43.489 | \$45.881 | \$48.405 | \$51.071 |
| | | Monthly | \$6,419.59 | \$6,772.66 | \$7,145.15 | \$7,538.14 | \$7,952.74 | \$8,390.14 | \$8,852.31 |
| Sr. Maintenance Mechanic | 66 | Hourly | \$34.202 | \$36.083 | \$38.068 | \$40.162 | \$42.371 | \$44.701 | \$47.163 |
| | | Monthly | \$5,928.37 | \$6,254.44 | \$6,598.44 | \$6,961.34 | \$7,344.22 | \$7,748.16 | \$8,174.96 |
| Sr. Water Construction Specialist | 63 | Hourly | \$33.196 | \$35.022 | \$36.948 | \$38.981 | \$41.124 | \$43.386 | \$45.773 |
| | | Monthly | \$5,754.03 | \$6,070.50 | \$6,404.37 | \$6,756.62 | \$7,128.23 | \$7,520.28 | \$7,933.90 |
| Sr. Water Distribution Operator | 70 | Hourly | \$35.591 | \$37.548 | \$39.614 | \$41.792 | \$44.091 | \$46.516 | \$49.074 |
| | | Monthly | \$6,169.09 | \$6,508.39 | \$6,866.36 | \$7,244.01 | \$7,642.43 | \$8,062.76 | \$8,506.21 |
| Sr. Water Reclamation Plant Operator | 70 | Hourly | \$35.591 | \$37.548 | \$39.614 | \$41.792 | \$44.091 | \$46.516 | \$49.074 |
| | | Monthly | \$6,169.09 | \$6,508.39 | \$6,866.36 | \$7,244.01 | \$7,642.43 | \$8,062.76 | \$8,506.21 |
| Storekeeper | 46 | Hourly | \$28.030 | \$29.572 | \$31.198 | \$32.914 | \$34.725 | \$36.634 | \$38.652 |
| | | Monthly | \$4,858.57 | \$5,125.80 | \$5,407.71 | \$5,705.14 | \$6,018.92 | \$6,349.96 | \$6,699.74 |
| Water Distribution Operator I | 32 | Hourly | \$24.385 | \$25.726 | \$27.141 | \$28.634 | \$30.209 | \$31.871 | \$33.623 |
| | | Monthly | \$4,226.78 | \$4,459.25 | \$4,704.50 | \$4,963.25 | \$5,236.23 | \$5,524.23 | \$5,828.06 |
| Water Distribution Operator II | 42 | Hourly | \$26.936 | \$28.418 | \$29.981 | \$31.630 | \$33.370 | \$35.205 | \$37.141 |
| | | Monthly | \$4,668.99 | \$4,925.78 | \$5,196.70 | \$5,482.53 | \$5,784.06 | \$6,102.18 | \$6,437.81 |
| Water Distribution Operator III | 64 | Hourly | \$33.528 | \$35.372 | \$37.318 | \$39.370 | \$41.536 | \$43.820 | \$46.230 |
| | | Monthly | \$5,811.56 | \$6,131.21 | \$6,468.42 | \$6,824.18 | \$7,199.51 | \$7,595.48 | \$8,013.24 |
| Water Reclamation Plant Operator I | 42 | Hourly | \$26.936 | \$28.418 | \$29.981 | \$31.630 | \$33.370 | \$35.205 | \$37.141 |
| | | Monthly | \$4,668.99 | \$4,925.78 | \$5,196.70 | \$5,482.53 | \$5,784.06 | \$6,102.18 | \$6,437.81 |
| Water Reclamation Plant Operator II | 62 | Hourly | \$32.868 | \$34.675 | \$36.582 | \$38.595 | \$40.717 | \$42.957 | \$45.323 |
| | | Monthly | \$5,697.06 | \$6,010.39 | \$6,340.96 | \$6,689.72 | \$7,057.65 | \$7,445.83 | \$7,855.97 |
| Water Reclamation Plant Operator in Training | 36 | Hourly | \$25.375 | \$26.771 | \$28.243 | \$29.797 | \$31.436 | \$33.165 | \$34.989 |
| | | Monthly | \$4,398.40 | \$4,640.31 | \$4,895.53 | \$5,164.79 | \$5,448.85 | \$5,748.54 | \$6,064.70 |
| Water Treatment Plant Operator II | 46 | Hourly | \$28.030 | \$29.572 | \$31.198 | \$32.914 | \$34.725 | \$36.634 | \$38.652 |
| | | Monthly | \$4,858.57 | \$5,125.80 | \$5,407.71 | \$5,705.14 | \$6,018.92 | \$6,349.96 | \$6,699.74 |
| Water Treatment Plant Operator III | 64 | Hourly | \$33.528 | \$35.372 | \$37.318 | \$39.370 | \$41.536 | \$43.820 | \$46.230 |
| | | Monthly | \$5,811.56 | \$6,131.21 | \$6,468.42 | \$6,824.18 | \$7,199.51 | \$7,595.48 | \$8,013.24 |

APPENDIX B
Office Unit Salary Table - January 12, 2019

| Classification | Range | Rate | Step A | Step B | Step C | Step D | Step E | Step F | Step G |
|---------------------------------------|-------|---------|------------|------------|------------|------------|------------|------------|------------|
| Account Clerk I | 18 | Hourly | \$21,214 | \$22,381 | \$23,612 | \$24,911 | \$26,281 | \$27,726 | \$29,251 |
| | | Monthly | \$3,677.14 | \$3,879.38 | \$4,092.74 | \$4,317.85 | \$4,555.32 | \$4,805.87 | \$5,070.20 |
| Account Clerk II | 27 | Hourly | \$23,202 | \$24,478 | \$25,824 | \$27,244 | \$28,743 | \$30,324 | \$31,992 |
| | | Monthly | \$4,021.63 | \$4,242.83 | \$4,476.18 | \$4,722.37 | \$4,982.10 | \$5,256.11 | \$5,545.20 |
| Accounting Technician | 40 | Hourly | \$26,406 | \$27,858 | \$29,390 | \$31,007 | \$32,712 | \$34,511 | \$36,409 |
| | | Monthly | \$4,576.99 | \$4,828.73 | \$5,094.30 | \$5,374.49 | \$5,670.09 | \$5,981.94 | \$6,310.95 |
| Accounting Technician (Payroll) | 61 | Hourly | \$32,542 | \$34,332 | \$36,220 | \$38,212 | \$40,314 | \$42,531 | \$44,871 |
| | | Monthly | \$5,640.65 | \$5,950.88 | \$6,278.18 | \$6,623.48 | \$6,987.77 | \$7,372.10 | \$7,777.57 |
| Administrative Assistant | 42 | Hourly | \$26,936 | \$28,418 | \$29,981 | \$31,630 | \$33,370 | \$35,205 | \$37,141 |
| | | Monthly | \$4,668.99 | \$4,925.78 | \$5,196.70 | \$5,482.53 | \$5,784.06 | \$6,102.18 | \$6,437.80 |
| Computer Support Specialist | 52 | Hourly | \$29,755 | \$31,391 | \$33,118 | \$34,939 | \$36,861 | \$38,888 | \$41,027 |
| | | Monthly | \$5,157.47 | \$5,441.13 | \$5,740.39 | \$6,056.12 | \$6,389.20 | \$6,740.60 | \$7,111.34 |
| Customer Service Representative | 33 | Hourly | \$24,629 | \$25,984 | \$27,413 | \$28,920 | \$30,511 | \$32,189 | \$33,960 |
| | | Monthly | \$4,269.04 | \$4,503.84 | \$4,751.55 | \$5,012.88 | \$5,288.60 | \$5,579.46 | \$5,886.34 |
| GIS Coordinator | 80 | Hourly | \$39,315 | \$41,477 | \$43,758 | \$46,165 | \$48,704 | \$51,383 | \$54,209 |
| | | Monthly | \$6,814.52 | \$7,189.31 | \$7,584.73 | \$8,001.88 | \$8,441.99 | \$8,906.30 | \$9,396.15 |
| Systems Coordinator | 80 | Hourly | \$39,315 | \$41,477 | \$43,758 | \$46,165 | \$48,704 | \$51,383 | \$54,209 |
| | | Monthly | \$6,814.52 | \$7,189.31 | \$7,584.73 | \$8,001.88 | \$8,441.99 | \$8,906.30 | \$9,396.15 |
| Planning & New Development Technician | 59 | Hourly | \$31,901 | \$33,656 | \$35,507 | \$37,459 | \$39,520 | \$41,693 | \$43,986 |
| | | Monthly | \$5,529.50 | \$5,833.63 | \$6,154.48 | \$6,492.97 | \$6,850.08 | \$7,226.85 | \$7,624.32 |
| Receptionist/Office Assistant | 22 | Hourly | \$22,076 | \$23,290 | \$24,571 | \$25,922 | \$27,348 | \$28,852 | \$30,439 |
| | | Monthly | \$3,826.44 | \$4,036.90 | \$4,258.92 | \$4,493.17 | \$4,740.30 | \$5,001.01 | \$5,276.07 |
| Senior Account Tech | 61 | Hourly | \$32,542 | \$34,332 | \$36,220 | \$38,212 | \$40,314 | \$42,531 | \$44,871 |
| | | Monthly | \$5,640.65 | \$5,950.88 | \$6,278.18 | \$6,623.48 | \$6,987.77 | \$7,372.10 | \$7,777.57 |
| Technical Services Support Specialist | 53 | Hourly | \$30,052 | \$31,705 | \$33,449 | \$35,289 | \$37,229 | \$39,277 | \$41,437 |
| | | Monthly | \$5,209.05 | \$5,495.55 | \$5,797.79 | \$6,116.68 | \$6,453.10 | \$6,808.02 | \$7,182.45 |

APPENDIX C

PAY FOR CERTIFICATION PROGRAM

The District strives to encourage employees to prepare themselves for jobs within their career path. The District also wants to recognize employees that have attained state certification and licenses, beyond stated job requirements, that are used in the performance of their duties on a regular basis.

To this end, the District will provide additional compensation to employees for state certification and licenses over and above those required, that fall within the employee's career path and are used for district benefit on a regular basis.

Criteria for Additional Pay

To be eligible for the additional pay, an employee must show proof of possession of a certificate or license issued or approved by the State of California. The eligibility of the certification or license may be demonstrated by the following:

- The employee's job description lists the certificate or license as preferred but not required; or
- The job description for a position that the employee is eligible to compete lists the certificate or license as required or preferred; or
- The employee's current position is within a career path for a position that lists the certificate or license as required or preferred, but the employee does not meet the years of experience requirement necessary to compete for the position; or
- Agreement that attainment of the certification will add value for the District as determined by the General Manager.

Once the employee demonstrates eligibility, the employee will receive the pay for certification on each paycheck. The employee loses eligibility under the following conditions:

- The employee promotes to a position where the certificate or license is required.
- The employee does not maintain an overall satisfactory performance evaluation.
- The employee loses the certification or license.

Interim certification, such as that granted during a "grandfather in" period, is not eligible for this program.

Amount of Additional Pay

The eligible employee will receive a set 5% in pay for those state certificates and licenses that are knowledge-based (that is, two licenses or certificates does not mean 10% additional pay). These include:

- Water treatment, water distribution and wastewater certification
- Professional registration as a civil engineer
- License as certified public accountant.

Additional state certificates and licenses will be considered if they include requirements for eight-hour competitive examinations and field work of two years.

Classification Considerations

Which certification qualifies an employee for the pay for certification program depends upon the employee's classification within the District for the water treatment, water distribution and wastewater certifications, as follows:

- General and office unit employees must have grade 3 or above.

APPENDIX D

DECLARATION OF OUTSIDE EMPLOYMENT, ACTIVITY OR ENTERPRISE

Employee name _____

Job title _____

I hereby certify that I am NOT engaged in any outside compensated employment. I understand I am required to seek the approval if I wish to engage in such employment or activity in the future.

Employee Signature Date

I am currently or plan to be engaged in outside compensated employment or an outside activity. I hereby request approval and provide the information required as follows:

Date outside employment will start _____

Name of proposed/outside employer: _____

Provide a detailed description of the duties of this employment/activity. Please be sure to include any facts which could result in interference, conflict or incompatibility of this employment/activity and your District function and or duties: _____

Days and hours of outside employment/activity: _____

I hereby certify that the foregoing is a full and accurate statement. I have read and do understand the District policy and MOU provisions and will fully comply.

Employee Signature Date

Approve _____ Disapprove _____ Reason: _____

General Manager Date



January 29, 2019 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject : Emergency Preparedness for District Facilities

SUMMARY:

On September 13, 2018, Director Lee Renger requested a future agenda item providing information on the District's emergency preparedness, including an evaluation of the availability and need for backup power at key facilities. The attached memorandum describes the physical and operational measures that are in place, such as backup power and emergency supply interties, as well as the administrative measures, such as the use of the Standardized Emergency Management System (SEMS), to respond in the event of emergencies. The memorandum further describes programs and projects planned to enhance the District's emergency preparedness and improvement opportunities identified during the Woolsey Fire.

FISCAL IMPACT:

No

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

There is not financial impact associated with this report. For each fiscal year, the operating budget includes funding for on-going emergency preparedness measures, as well as proposed measures to enhance preparedness. Staff is currently exploring the potential use of Hazard Mitigation Grants from the California Office of Emergency Services for proposed projects such as the purchase of new stationary and portable emergency generators.

Prepared by: David R. Lippman, P.E., Director of Facilities and Operations

ATTACHMENTS:

Memorandum on Emergency Preparedness for District Facilities

January 15, 2019

To: David W. Pedersen, General Manager

From: David R. Lippman, Director of Facilities and Operations

Subject: Emergency Preparedness for District Facilities

Introduction

The District relies upon “life-line” utilities to meet its mission of ***providing high quality water service in a cost-effective and environmentally sensitive manner.*** These utilities include electricity, natural gas and communication services. Similar to the District’s infrastructure these utilities are susceptible to damage and outages from local and regional disasters. Recognizing that life-line utility outages will occur the District has implemented emergency preparedness measures at critical facilities and has plans to enhance these measures.

The District’s Business Values articulated in the Strategic Plan describe the commitments the District has made to its customers. The Business Values that support emergency preparedness include:

- *Reliable Water Supplies and Service*
 - *Low risk of sustained water shortage*
- *Protection of Public Health and Environment*
 - *Safe and reliable wastewater services*
- *Sound Planning and Appropriate Investment*
 - *Well prepared for emergencies*

Varying levels of emergency preparedness have been implemented at the over sixty potable water and recycled water pump stations and storage tanks, water reclamation and water treatment plants, sewage lift stations and administrative facilities. The level of emergency preparedness depends on how critical the facility is considered.

FEMA defines critical facilities in their Hazard Mitigation Assistance Guidance publication as:

“Structures and institutions necessary, in the community’s opinion, for response to and recovery from emergencies. Critical facilities must continue to operate during and following a disaster to reduce the severity of impacts and accelerate recovery. These would include Public and private utility facilities that are vital to maintaining or restoring normal services to affected areas before, during and after the event.”

This definition is very similar to how staff defines critical facilities. When considering the critical nature of a facility staff considers:

- The level of system redundancy
- Regulatory requirements
- Business continuity
- Public and staff safety
- Severity of loss of service

District design standards include provisions for emergency preparedness. As an example, storage tanks include storage equal to at least 5 hours of maximum day demand in addition to regulatory and fire flow storage. This provides time for staff to respond to localized emergencies such as loss of power to a pump station or a water main break. Most pump stations have a spare pump in addition to duty pumps to allow for preventative maintenance or failures while maintaining pumping capacity.

Regulatory requirements also dictate emergency preparedness. As an example, the NPDES permit for Tapia requires standby or emergency power facilities in the event of plant upset due to power failure.

Current State of Emergency Preparedness

Emergency preparedness measures can be categorized as either physical and operational or administrative.

Physical and Operational Measures

Appendix A describes the various physical and operational measures at the majority of District facilities. Please note that storage tanks are not included in the list. Most storage tanks need to communicate only the water level to the SCADA system for pump station operations. For the majority of the storage tanks solar panels power this signal with battery backup. For tanks that have utility power, batteries provide backup power.

As shown in Appendix A not all pump stations have dedicated emergency power facilities. At these facilities, the District relies on mobile generators to provide power and maintain service during power outages. At the August 28, 2018 Board meeting the Board authorized the purchase of two 200 kW mobile generators. The District’s various pump stations require different size generators depending on the number and horsepower of the pumps. The two 200 kW generators can be used in parallel to power the larger pump stations.

Water supply interties play an important role in emergency preparedness. The District currently has several emergency water supply interties. The largest is the connection with LADWP at Kittridge that can provide up to 20 cubic feet per second (cfs) of supply. This intertie is primarily used during MWD shutdowns. The following table shows the five emergency interties.

| Agency | Normal Supply | Comments |
|----------------------------|---------------|---------------------------|
| LADWP - Kittridge | 15 cfs | One way supply max 20 cfs |
| LADWP - Germain | 1 cfs | One way supply |
| LADWP – Hidden Hills | 300 gpm | One way supply |
| SoCal Water – Triunfo Cyn | 500 gpm | Two way supply |
| SoCal Water – Lakeview Cyn | 500 gpm | Two way supply |

Administrative Measures

The District has implemented a variety of administrative measures including:

- An Emergency Operations structure using the Standardized Emergency Management System (SEMS) model

- SEMS provides a structured and unified response to emergencies. All other agencies use a form of SEMS easing coordination efforts.
- Coordination with Utility Suppliers
 - Staff coordinates closely with the District utility providers during emergencies including Southern California Edison and MWD.
- Customer information sharing using social media, print media, call-um-all and signage
 - During an emergency, it is very important to share the status of the emergency and recovery with the District's customers.
- Conservation requests using social media, print media, call-um-all and signage
 - An important strategy during an emergency is a request to customers to conserve water for firefighting or system recovery.
- Membership in CALWARN
 - CALWARN is a consortium of water and wastewater agencies that provide mutual aid during emergencies.
- Use of MWD experts
 - The District has access to a variety of MWD experts such limnologists who have helped in us in the past with taste and odor issues at Las Virgenes Reservoir.
- Participation in Los Angeles County Disaster Management Area B
 - This organization provides information sharing, education and coordination on emergency planning efforts.
- On call purchase orders for fuel, parts and specialized maintenance needs.
- On call specialized consulting services, such as SCADA programing.
- Business data recovery plans.
 - Business data is backed-up on regular basis and resides off site providing for business continuity during emergencies that could affect administrative facilities.

Projects and Programs Planned to Enhance Emergency Preparedness

There are several projects planned to enhance emergency preparedness.

CMWD/LVMWD Intertie

An additional two-way intertie with CMWD is currently being designed that will provide up to 20 cfs. The intertie will connect to CMWD system at the county line on Lindero Canyon. This location provides a large emergency supply connection in the western part of the District's system. This intertie will provide emergency supply to both agencies and will be essential when MWD takes the Calabasas Feeder out of service for repairs. The Calabasas Feeder is the main supply line from MWD to the District.

Stationary Generators

Several subsystems either serve a large portion of the District, have high demands or do not have interties to other subsystems. These subsystems include the Seminole, Twin Lakes, Jed Smith and Warner/Cold Canyon subsystems. These subsystems are more susceptible to low pressure conditions or water outages from power outages. Stationary generators at critical pump stations in these subsystems will reduce the likelihood of water outages. Staff has begun the process of preliminary design and environmental analysis of installing these stationary generators.

Emergency Operation Center Improvements

Staff has identified opportunities for improvements in our response to large-scale emergencies following the Woolsey Fire. These improvements include enhanced GIS and SCADA capabilities in the EOC and information sharing. The majority of these improvements will be completed by the end of Fiscal Year 2018/19. Appendix B provides the identified improvements.

Public Safety Power Shutdown Planning

In alignment with its operational safety practices, Southern California Edison (SCE) has implemented a new protocol for Public Safety Power Shutoffs. Under the protocol, SCE may proactively shut off power in high fire risk areas when extreme fire conditions present a clear and imminent danger to public safety. The District is working closely with SCE to identify critical facilities affected by these shutoffs and to assure adequate communication and notification of any shutoffs.

| Appendix A | | |
|---|---------------------|--|
| Physical and Operational Emergency Preparedness Measures | | |
| | Emergency Generator | Notes |
| Administrative Facilities | | |
| Headquarters Campus | 750 kW | Generator provides power to buildings 7, 8 and vehicle storage. A 12,000-gallon fuel tank provides 235 hours of run time under full load. The tank also provides fuel for diesel equipment. Can also provide power to building # 1. |
| Recycled Water Facilities | | |
| Recycled Water Pump Station - East | No | Emergency power was not provided to the recycled water pump station because recycled water service can be interrupted or supplemented with potable water. |
| Recycled Water Pump Station - West | No | Emergency power was not provided to the recycled water pump station because recycled water service can be interrupted or supplemented with potable water. |
| Morrison Potable Supplement | No | Depending on the potable water gradient in the backbone system, potable water can be supplement at this facility by gravity. |
| Well # 1 & 2 | No | There are no facilities to operate the wells on emergency power. |
| Cordillera Potable Supplement | NA | Valve can manually be opened to supplement |
| Water Reclamation Facilities | | |
| Tapia WRF | Three 900 kW | A 4,000-gallon fuel tank provides 21 hours of run time under full load. Run time can be extended by not running the effluent pump station and discharging recycled water to the creek. |
| Rancho Composting Facility | 300 kW | This is a mobile generator staged at Rancho to provide power to critical functions, digestion, lighting and controls. To dewater and compost a larger rental generator needs to be provided. A 250-gallon fuel tank provides 11 hours of run time under full load. |

| | | |
|---------------------------------|--------|--|
| Centrate Treatment | 250 kW | A 1,000-gallon fuel tank provides 50 hours of run time at full load. Only one of the two blowers for the centrate treatment process can be operated at a time under emergency power, but they can be alternated to provide full treatment. |
| Lift Station # 1 | 250 kW | 1,000 gallon fuel tank provides 50 hours of run time at full load |
| List Station # 2 | 250kW | 1,000 gallon fuel tank provides 50 hours of run time at full load |
| | | |
| Potable Water Facilities | | |
| Agoura Booster | No | Mobile generator required. Serves 10 customers in the higher elevations of Old Agoura |
| Cold Canyon PS | No | Mobile generator required at Cold Canyon PS or Warner PS. Serves Warner sub-system in conjunction with Warner PS. Provides suction to Stunt Road PS. |
| Conduit Pump Station | No | Conduit Pump Station is needed when suppling water from LV-1 to the backbone system. The station has a natural gas engine driven pump and an electric motor driven pump providing alternative power sources. |
| Cornell Pump Station | 20kW | Generator provides power for lighting, controls and a SCADA hub. The station has a natural gas engine driven pump and an electric motor driven pump providing alternative power sources. |
| Dardenne PS | No | Mobile generator required. Low demand sub-system. |
| Jed Smith PS | No | Mobile generator required. High demand system. Serves Jed Smith subsystem in conjunction with Mountain Gate PS. |
| Kimberly PS | No | Mobile generator required. Low demand sub-system. |
| LV-2 Pump Station | 155 kW | Generator provides power for lighting, controls, a SCADA hub and the 100 hp pump. |
| McCoy PS | No | Mobile generator required but subsystem can be served from Warner subsystem via a pressure reducing station. |
| Mountain Gate PS | No | Mobile generator required if generator is not at Jed Smith. High demand system. Serves Jed Smith subsystem in conjunction with Jed Smith PS. |

| | | |
|-------------------------|----------|---|
| Mulwood PS | No | Mobile generator required but subsystem can be served from Warner subsystem via a pressure reducing station. |
| Oakridge PS | No | Mobile generator required. Low demand sub-system. |
| Ranchview PS | No | Mobile generator required. Low demand sub-system. |
| Saddletree PS | No | Mobile generator required. Low demand sub-system. |
| Seminole PS | No | Mobile generator required. Serves Seminole and Latigo subsystems. |
| Stunt Road Pump Station | 7 kW | Generator provides power to SCADA hub only. A mobile generator is needed to operate pumps. |
| Three Springs PS | No | Mobile generator required. Low demand sub-system that can be served from the Seminole subsystem via a pressure reducing station. |
| Twin Lakes PS | No | Mobile generator is required. Demand is expected to grow in the subsystem as the Deer Lake development is completed. |
| Upper & Lower Oaks PS | No | Mobile generator is required. |
| Upper Twin Lakes PS | No | Mobile generator is required. |
| Warner PS | No | Mobile generator required at Cold Canyon PS or Warner PS. Serves Warner sub-system in conjunction with Cold Canyon PS. Provides suction to Stunt Road PS. |
| Westlake Filter Plant | 400kW | 1,000-gallon fuel tank can provide 28 hours of run time under full load. |
| Westlake Pump Station | 1,500 kW | 7,500-gallon fuel tank can provide 72 hours of run time under full load. |

Appendix B

| Woolsey Fire EOC Observations & Improvements | | | | | |
|--|---|---------------------|-------------------|-----------|--|
| | Item | Assigned Department | Assigned Division | Completed | |
| 1 | Framed current gradients maps in EOC (Potable & REW) | F&O | | | |
| 2 | District map covered with a clear material we can use dry erase markers on | F&O | | | |
| 3 | Better internet service in the EOC | F&A | | | |
| 4 | Add an external diesel fuel tank to a District truck (Shawn has one in mind) to refuel e-gens | F&O | | | |
| 5 | Store masks and goggles in EOC cabinet | F&A | | | |
| 6 | What does it take to have fuel pumps operate on e-gen | F&O | | | |
| 7 | A better method of sign-ins/sign-outs to keep track of staff | F&O | | | |
| 8 | Does staff get their lvmwd.com e-mails at home? Is there a better/different way to contact them. i.e. non-essential staff not reporting | RCPO | | | |
| 9 | Have a cork board to pin up info in the EOC | F&O | | | |
| 10 | SCADA in the EOC | F&A & F&O | | | |
| 11 | Building 7 doors (fobs) to do not work on e-gen power | F&O | | | |
| 12 | Have remote sites (Rancho, Tapia, WLFP) sent regular sit-reps to the EOC | F&O | | | |
| 13 | Do we need radio training? | F&O | | | |
| 14 | CALWARN worked but we should have a SOP to contact them in the ERP | F&O | | | |
| 15 | Plan for secondary EOC if we had to leave the HQ campus, the trailer with go bags, brainstorm a list of options | All | | | |
| 16 | Additional fire hydrants or a connection to Res 2, sprinklers that would help during a fire or other ideas for HQ (see Larry & George) | F&O | | | |
| 17 | Better means to get through roadblocks, how can we better coordinate with police, etc. | All | | | |
| 18 | Get more LV car magnet signs for use in an emergency (store in EOC) | F&A | | | |
| 19 | Concerns about the HDPE gas line behind the digesters at Rancho | F&O | | | |
| 20 | Accelerate the stationary e-gen study | F&O | | | |
| 21 | Alternative to call um all | RCPO | | | |
| 22 | Have the ability to project SCADA & GIS on a big screen in the EOC | F&A & F&O | | | |

| | | | |
|----|---|-------------|--|
| 23 | I would like to add in GIS capabilities as an essential function when the EOC is opened. (Mike McN) | see 22 | |
| 24 | I would add to formalize and centralize communication to staff to ensure consistent message and reach. (Don P) | All | |
| 25 | We also need to ensure the fuel island works off the e-gen. (Shawn T) | see 6 | |
| 26 | I know there was some talk about the fire around the digesters and the possibilities of explosions. If we could set up a sprinkler system with a high pressure nozzles that could spray the hill sides around the digesters we could make the explosion possibilities less. (Wayne W) | see 19 | |
| 27 | Ability to connect Surface Pros to network in the EOC without relying on Wi-Fi. (Joe McD) | F&A | |
| 28 | It would be nice to have SCADA with water and wastewater. (Jim K) | see 10 & 22 | |
| 29 | Larger network switch so we don't have to rely on Wi-F (Jim K.) | see 3 & 27 | |
| 30 | Better chairs (Jim K.) (we can move them in from offices when the EOC is activated) | | |
| 31 | District overview laminated with dry erase markers (Jim K.) | see 2 | |
| 32 | We have a HAM (Amateur) radio in the EOC. As far as I know, I am the only licensed HAM radio operator KK6JUH, since Jeff Reinhardt, AA6JR and Deb Low, KI6IWI retired. Sue brown had indicated she is willing to obtain her HAM radio license. Sue has played a large part in our EOC set-up, operation, monthly MARS radio operator, and updated the EOC manual on her own. She has also taken some classes and attended some emergency response meetings with me in the past. Jeff told me a while back, he would be willing to train staff in the license preparation. It's not too difficult but you do have to prepare and study in order to pass the test. It could be beneficial in a large scale event to have more HAM operators licensed. (Larry M) | see 13 | |



January 29, 2019 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Claim by Vencislav Kurciski

SUMMARY:

The District received the attached claim, in the amount of \$4,950, from Vencislav Kurciski of Calabasas on November 5, 2018. The claim was for estimated expenses to re-landscape his front yard, including the addition of 30 drought tolerant plants. The claimant alleged that the landscaping work was required due damages from a District main break that occurred on August 19, 2018 near the corner of Valley View Road and Elm Drive and washed out his landscaping. Given the circumstances, staff negotiated the claim with Mr. Kurciski and settled it for \$1,400, which is within the General Manager's authority.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The total cost to settle the claim was \$1,400.

DISCUSSION:

Staff investigated the claim and confirmed that a District water main break on August 19, 2018 near the corner of Valley View Road and Elm Drive likely caused damages to the landscaping in the front of the claimant's home. Given the facts of the incident, staff negotiated the claim amount and reached a settlement, in the amount of \$1,400, which is within the General Manager's authority. In exchange, the claimant provided a full release of liability in favor of the District.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Mary Capps, Secretary

ATTACHMENTS:

Claim by Vencislav Kursiski



Claim Against Las Virgenes Municipal Water District
Government Code Sections 910 and 910.4

Mail or Deliver To: Executive Assistant/ Clerk of the Board
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302

Name of claimant/s: VENCISLAV KURCISKI

Address/location of accident or occurrence:

Address to where replies/notices should be sent (if different from the above):

Telephone numbers: Home: Work/Cell:

Please answer the following questions. If more space is required, please attach additional sheets. **Please attach any receipts, invoices, estimates or photos that may help in consideration of your claim.**

1. When did damage or injury occur? (Give exact date and hour)

AUGUST 2018

2. Where did the damage or injury occur?

FRONT YARD & SIDE YARD

3. How did the damage or injury occur? (Give full details)

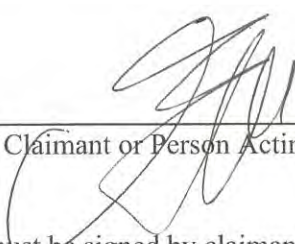
WATER & MUD GOT INTO THE FRONT YARD AS
THE MAIN PIPE ON THE STREET BURSTED

4. What damage or injuries do you claim?

- CINDER BLOCK WALL WAS DAMAGED
- MOST OF THE PLANTS WERE DESTROYED

- THE WHOLE FRONT YARD & DRIVEWAY WAS COVERED IN MUD

5. If this claim is for damage to property, are you the legal owner of said property?
 Yes No . If not, please list name and address of property owner.
6. What is the name/s of the District employee/s causing the injury, damage or loss, if known?
7. If District employees were involved in causing the damage or injury, do you believe there was a particular act or omission on the part of the employees that caused it?
8. What is the amount the damages claimed? (Attach copies of receipts, invoices, estimates, photos, etc.)
 Amount claimed as of this date: \$ _____
 Estimated amount of future expenses: \$ _____
 Total Amount Claimed: \$ 4,950
 Basis for computation of amounts claimed: AVERAGE OF TWO QUOTES
9. Other details? (Names, addresses of witnesses, doctors and hospitals)



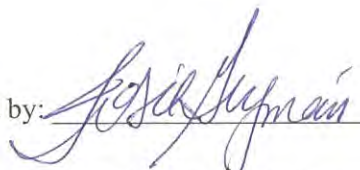
 Signature of Claimant or Person Acting on Claimant's Behalf

10.29.2018

 Date

This claim must be signed by claimant or by an authorized agent of the claimant. One copy must be filed with this office. Keep one copy for your records.

Notice: Section 72 of the Penal Code provides: "Every person who, with intent to defraud, presents for allowance or for payment to any state board or officer, or to any county, town, city, district, ward or village board or officer, authorized to allow or pay the same if genuine, any false or fraudulent claim, bill, account, voucher, or writing, is guilty of a felony".

Date Received: 11/5/18 Time: 12:30 PM Recorded by: 
VIA U.S. Mail

Note: This document is a Public Record and may be disclosed/released pursuant to the California Public Records Act.

Garden By Design
 (818) 625 0595
info@gardenbydesign.net
www.gardenbydesign.net

October 7th 2018

Landscape Quote:

Front Garden Area:

Site Clean:

- Site Clean
- Removal of trash, dirt, old mulch and selected plants as required
- Grading as required to allow for new landscape installation
- All waste removed off site

Total including all materials and labor \$1,400.00

Cinder Block Edge and Rock Work:

- Adjustment and reinstallation of cinder block edge along the road to create a clean edge
 - Set +/- 12" off the road
- Purchase and installation of gravel to line road edge and direct water away from the garden
- Realignment of the existing rocks around the garden into selected areas in the front garden

Total including all materials and labor \$1,200.00

Soil and Soil amendments:

- Purchase and installation of soil and soil amendments for front garden areas

Total including all materials and labor \$350.00

Plants:

- Purchase and installation of selected plants for the front garden areas
 - 20 x 5gal plants
 - 30 x 1gal plants
 - Suggested quantities to plant out garden area

Total including all materials and labor \$2,050.00

Garden By Design

(818) 625 0595

info@gardenbydesign.net

www.gardenbydesign.net

Mulch:

- *Purchase and installation of shredded woodchip mulch for the front garden bed areas*
 - *To reduce water requirement and hold moisture*

Total including all materials and labor \$1,300.00

Thank you for giving me the opportunity to quote on this landscape project.

If you have any question, please do not hesitate to call me.

Hadyn Lazarow

CHUCK'S LANDSCAPING

6816 Independence Ave., #105
Canoga Park, CA 91303
Charles (323) 396-5537
candkpw1@gmail.com
westlag2002@yahoo.com

QUOTE

Friday, October 5, 2018

| ITEM | PRICE |
|---|-------------------|
| Installation of Existing Square Tiles | \$ 350.00 |
| Clean Up Leaves and Add 30 One Gallon Drought Tolerant Plants | \$ 800.00 |
| Installation of Weed Mesh and Gravel | \$2,450.00 |
| Total: | \$3,600.00 |

Please visit our website at <https://landscapingbychuck.com> and check out some of our water features





Venustan Kurtsu



1000



91302

U.S. POSTAGE PAID
00156
WOODLAND HILLS, CA
01072918
COUNT
AMOUNT

\$1.21

R2304H107796-21

Executive Assistant / Clerk of the Board
Las Virgenes Municipal Water District
4232 Las Virgenes Rd.
CALABASAS, CA 91302

