



LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 Las Virgenes Road, Calabasas, California

AGENDA
REGULAR MEETING

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

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

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

5:00 PM

November 9, 2010

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER AND ROLL CALL

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

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

2. APPROVAL OF AGENDA

A Moved by Director_____, seconded by Director_____, and_____, that the agenda for the Regular Meeting of November 9, 2010, be approved as presented/amended.

3. PUBLIC COMMENTS

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

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Public Hearing - Proposed Ordinance Amendment: Schedule of Rate Adjustments

The full reading of the proposed Ordinance amending Ordinance No. 11-86-161 (Las Virgenes Code) As it Relates to Commodity Charges for Potable Water Service be waived, and the Board order publication within 30-days of adoption using a summary of the ordinance.

The Board by a roll call vote of Ayes: Noes: Abstain: Absent: that the proposed Ordinance amending Ordinance No. 11-86-161 (Las Virgenes Code) As it Relates to Commodity Charges for Potable Water Service, be given first reading by title only.

B Legislative and Regulatory Updates

5. CONSENT CALENDAR

A Minutes: Regular Meeting of September 14, 2010. Approve

B List of Demands: November 9, 2010. Approve

C Directors' Per Diem: October 2010. Ratify

D Claim submitted by Peter Baker: Deny the claim submitted by Peter Baker. Approve

6. TREASURER

7. BOARD OF DIRECTORS

A ACWA Health Benefits Authority (HBA) Election Ballot

The Board of Directors to recommend nominees within each geographical area; and authorize the General Manager to execute the agency voting ballot with the HBA Inspector of Election no later than Monday, November 22, 2010.

B Annual Report: Records Review and Destruction

Authorize the destruction of records as presented.

8. GENERAL MANAGER

A Thomas Safran & Associates/ Canyon Creek Partners, LP - 4803 El Canon Ave, Calabasas

Approve the agreement regarding potable water capacity fees and sewer connection fees

between Las Virgenes Municipal Water District and Canyon Creek Seniors, LP.

9. FACILITIES AND OPERATIONS

A 24" Recycled Water (REW) Pipeline from Tapia State Park to Mulholland Highway - Final Acceptance

Approve the execution of a Notice of Completion by the Secretary of the Board for and on behalf of the District and have the same recorded; and that in the absence of claims from subcontractors and others, release retention in the amount of \$350,239.18 thirty calendar days after filing the Notice of Completion for the 24" Recycled Water (REW) Pipeline from Tapia State Park to Mulholland Highway.

B Kimberly and Mulwood Tanks Renovation Project (2009) - Final Acceptance

Approve the execution of a Notice of Completion by the Secretary of the Board for and on behalf of the District and have the same recorded; approve the final Progress Payment, in the amount of \$37,531.51 to Crosno Construction, Inc., and that in the absence of claims from subcontractors and others, release retention in the amount of \$82,025.24 thirty calendar days after filing the Notice of Completion for Kimberly and Mulwood Tanks Renovation Project.

C Westlake Filtration Building and Control House Re-roofing - Final Acceptance

Approve the execution of a Notice of Completion by the Secretary of the Board for and on behalf of the District and have the same recorded; approve the final Progress Payment, in the amount of \$208,188.90 to Cabral Roofing & Waterproofing Corporation; and in the absence of claims from subcontractors and others, release retention in the amount of \$23,132.00 thirty calendar days after filing the Notice of Completion for the Westlake Filtration Building and Control House Re-roofing Project.

10. FINANCE AND ADMINISTRATION

A Award of Bid: Outsourcing of Mailing Customer Bills

The Board of Directors authorize the General Manager to issue a one year contract with two one-year renewal options to V3 Corporation for the outsourcing of the weekly process of mailing customer bills. Proposed price is for an estimated average quantity of 3,000 pieces of mail per week at \$0.447 per piece processed. The estimated annual cost to the District for this service is \$60,000.

11. RESOURCE CONSERVATION AND PUBLIC OUTREACH

A Landscape Maintenance Services

Authorize the General Manager to enter into a one-year agreement, with two (2) one-year renewal options, with Villa Esperanza Services to provide landscape maintenance services in an amount not to exceed \$4,783 per month.

B National Geographic - Water for Tomorrow

Provide direction to staff as to the Board's preference on continuing to subscribe to *Water for Tomorrow* for another four issues to be distributed to customers (two times each year, one in the spring, the other in autumn) in 2011 and 2012.

12. LEGAL SERVICES

A Resolution of Intent for Continuation of Potable Water Standby Charge

Approve the Letter Agreement for Professional Services with Datastream Business Solutions, Inc. for assistance on the Standby Charge Program, at an amount not to exceed \$20,500 per year (excluding postage) for a two year period; adopt the proposed Resolution of Intent (Resolution No. 11-10-2409) continuing the Standby Charge pursuant to the "Municipal Water District Law" with property owner notification pursuant to California Water Code, Section 71638.3; and Set a Public Hearing for 5:00 PM, January 11, 2011 to consider the continuation of the Standby Charge.

RESOLUTION NO. 11-10-2409: A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING JULY 1, 2011.

(Reference is hereby made to Resolution No. 11-10-2409 on file in the District's Resolution Book and by this reference the same is incorporated herein and made a part of hereof.)

13. NON-ACTION ITEMS

A Organization Reports

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

B Director's Reports on Outside Meetings

C General Manager Reports

D Director's Comments

14. FUTURE AGENDA ITEMS

15. CLOSED SESSION

A Conference with District Counsel - Anticipated Litigation (Government Code Section 54956.9(b): one case):

1. Disclosure of identity of the parties would prejudice the interests of the District.

B Conference with District Counsel - Existing Litigation (Government Code Section 54956.9(a)):

1. Cooper, et al. v. Calabasas Park Estates, et al.
2. San Diego County Water Authority v. Metropolitan Water District, et al.
3. Arnaldes v. EH Excavation, Inc. and Las Virgenes Municipal Water District

16. OPEN SESSION AND ADJOURNMENT



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Public Hearing - Proposed Ordinance Amendment: Schedule of Rate Adjustments

SUMMARY:

Government Code Section 53756 allows retail water purveyors to pass along wholesale water cost increases to customers under several conditions. One of those conditions requires the adoption of a Schedule of Adjustments.

On November 24, 2009 the Board of Directors adopted Ordinance No. 11-09-259 creating a Schedule of Adjustments to Pass-Through Wholesale Cost Increases. Prior to adoption of this ordinance customers were notified by mail of the proposed Schedule of Adjustments and the District's intent to pass along future wholesale water cost increases in compliance with State law.

Metropolitan Water District of Southern California, the wholesale water supplier to the District, increased its water cost 7.5% effective January 1, 2011. This increases the cost of purchased water to the District by approximately \$800,000 per year. Passing this along to customers raises each rate tier by \$0.08 per hundred cubic feet (HCF) of water. The average customer who uses 70 HCF of water bi-monthly will see an increase in cost of \$2.82/month or 3.3%.

Considering the Board approved a planned spend down of reserves as part of its financial planning in 2007, the loss of revenue due to water allocations and the budgeted operating loss in the Water Fund of \$3 million dollars for FY 2010/11, it is recommended that the Board approve the pass through of the Metropolitan increase.

RECOMMENDATION(S):

The full reading of the proposed Ordinance amending Ordinance No. 11-86-161 (Las Virgenes Code) As it Relates to Commodity Charges for Potable Water Service be waived, and the Board order publication within 30-days of adoption using a summary of the ordinance.

The Board by a roll call vote of Ayes: Noes: Abstain: Absent: that the proposed Ordinance amending Ordinance No. 11-86-161 (Las Virgenes Code) As it Relates to Commodity Charges for Potable Water Service, be given first reading by title only.

FINANCIAL IMPACT:

Metropolitan's wholesale water rate increase is estimated to cost the District an additional \$800,000 per year. This increase, along with the two previous increases from Metropolitan, are significantly more than the wholesale water cost projections provided by Metropolitan in 2007 and used by the District in setting water rates through FY 2011/12. Of this \$800,000 almost \$400,000 is related to the increase in Metropolitan's Readiness To Serve (RTS) charge. The RTS is a fixed charge that is paid to Metropolitan regardless of the amount of water purchased.

A more detailed financial review of the Water Fund financials will be provided at the regularly scheduled
ITEM 4A

November 9, 2010 Board meeting.

Prepared By: John Mundy, General Manager

ATTACHMENTS:

[Proposed Ordinance Schedule of Adjustments](#)

ORDINANCE NO. XX-XX-XXX

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF
LAS VIRGENES MUNICIPAL WATER DISTRICT
AMENDING ORDINANCE NO. 11-86-161
(LAS VIRGENES CODE)
AS IT RELATES TO COMMODITY CHARGES FOR
POTABLE WATER SERVICE**

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT as follows:

1. Purpose.

This ordinance amends the Las Virgenes Code to memorialize rate increases resulting from the pass-through increased cost of water supply.

2. Findings.

The board finds, determines and declares as follows:

- (a) The District has adopted a schedule of adjustments in accordance with Government Code Section 53756 to establish a schedule to pass through increases in the cost of water;
- (b) The adjustments set forth herein reflect the increased cost of water supplied to the District by the Metropolitan Water District of Southern California;
- (c) This ordinance will not produce significant environment impacts.

3. Amendment.

Section 3-4.103 of Ordinance No. 11-86-161 is hereby amended and reenacted to read as follows:

“3-4.103 Commodity Charges

- (a) In addition to the readiness to serve charge, each customer shall pay a commodity charge for water delivered through each meter in a bimonthly period based on the class of customer, tier allotments and the elevation zone within which the customer’s property is located as follows.
- (b) A tier allotment is the number of units of water allocated to a customer for a bimonthly billing period. Tier allotments, stated in billing units, for single-family class of customers are follows:

	Single Family
Tier 1	First 16
Tier 2	Next 51
Tier 3	Next 133
Tier 4	Over 200

Tier allotments, stated in billing units, for a multi-family class of customers are as follows:

	Multi-Family per dwelling unit
Tier 1	First 12
Tier 2	Next 2
Tier 3	Next 10
Tier 4	Over 24

Tier allotments for commercial and irrigation classes of customers are determined by multiplying the single-family class tier allotments by the meter capacity ratio for the meter serving the property.

Meter Size	Meter Capacity Ratio
3/4"	1.0
1"	1.7
1-1/2"	3.3
2"	5.3
3"	10.7
4"	16.7
6"	33.3
8"	53.3
10"	76.7

(c) Each customer shall pay a charge for the units of water delivered to offset the cost of delivery, other than pumping above zone one, as follows:

Volume Charge per Unit	Commencing with meter reads on or after:		
	7/1/2010	1/1/2011	7/1/2011
Tier 1	\$ 1.58	\$ 1.66	\$ 1.71
Tier 2	1.93	2.01	2.08
Tier 3	2.77	2.85	2.95
Tier 4	4.05	4.13	4.28

Elevation Charge per Unit	Commencing with meter reads on or after:	
	7/1/2010	7/1/2011
Zone 2	\$ 0.35	\$ 0.36
Zone 3	0.60	0.62
Zone 4	1.05	1.09
Zone 5	2.11	2.19

(d) Each customer shall pay a charge for each unit of water delivered to offset the cost of pumping above zone one as follows:

4. Other.

Except as provided herein, Ordinance No. 11-86-161 is hereby reaffirmed and readopted.

PASSED, APPROVED AND ADOPTED on November 23, 2010.

Charles Caspary, President

ATTEST:

Glen Peterson, Secretary

[Seal]

Approved as to Form:

Wayne K. Lemieux, District Counsel



LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 Las Virgenes Road, Calabasas, California

MINUTES
REGULAR MEETING

5:00 PM

September 14, 2010

PLEDGE OF ALLEGIANCE

At the request of President Caspary, the Pledge of Allegiance to the Flag was given by Director Smith.

1. CALL TO ORDER AND ROLL CALL

A Call to order and roll call.

The meeting was called to order at 5:00 p.m. by President Caspary in the District offices. Assistant Deputy Secretary Conklin called the roll. Those answering present were Directors Bowman, Caspary, Renger and Smith.

Directors absent: Peterson.

2. APPROVAL OF AGENDA

A Approval of agenda.

Legal Counsel O'Neill stated subsequent to posting of the agenda a second case of potential litigation was discovered, and requires addition to 14.A Closed Session - Conference with District Counsel - Potential Litigation.

On a motion by Director Joseph Bowman, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve by a roll call vote of Ayes: 5; Noes: 0; and Abstain: 0, the addition of a second case to 14.A Closed Session - Conference with District Counsel - Potential Litigation.

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

On a motion by Director Joseph Bowman, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the Regular Board Meeting of September 14, 2010, as amended by recommendation of Legal Counsel O'Neill.

ITEM 5A

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

3. PUBLIC COMMENTS

Five speaker cards were received from the public. (1) Jim Moorhead discussed termination of water service at the Smith property, which has not yet been restored; (2) Linda Stock who requested notification of whether the potential litigation cases on the agenda were related to T-Mobile or Synergy (Legal Counsel O'Neill stated that neither the one potential litigation case listed on the agenda, nor the second potential litigation case added to the agenda were for T-Mobile or Synergy); (3) Liat Samouhi requested the Board not give into any pressure that may be exerted by T-Mobile or Synergy for executing of the cell tower site agreement at Adamsville Avenue (Mulwood Tank), and stated that she has not yet received a response to her letter dated July 5, 2010, in regards to rescinding the Board action taken on June 22, 2010, and the purported Brown Act and CEQA violations; (4) Howard Rodgers spoke on behalf of Steve Kessler in regards to his water budget allocation, and made general comments regarding the proposed revisions to the adjustment and appeal process; and (5) Steve Kessler who discussed the need for some customers to have an additional appeal for their water budget allocations due to special circumstance(s).

Director Peterson arrived at 5:17 p.m. during Mr. Kessler's public comments.

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

Public Affairs and Communications Manager Reinhardt provided a legislative update including opposition of AB 2049 (Arambula) transfers of water; support of SB 918 (Pavelly) water recycling; and stated Kathy Cole would be present at the board meeting of December 14, 2010 to provide an update of legislative activities for calendar year 2010.

B Las Virgenes Unified School District - School Programs

Director Bowman reiterated that the proposed one dollar check box on Las Virgenes bills would be considered illegal (correct per Legal Counsel O'Neill as this would be a solicitation of funds), and that for the computer advertising proposal a fair value needs to be determined (also correct per Legal Counsel O'Neill).

Public Affairs Associate Low gave a presentation entitled "LVMWD's Educational Outreach Update".

Director of Resource Conservation and Public Outreach Reyes stated that Las Virgenes USD has been asked to provide costs for computer advertising in order for staff to determine value; Las Virgenes USD has received \$115,000 in rebates; and that Las Virgenes MWD has also participated in an artificial turf program at Lupin Hill Elementary.

5. CONSENT CALENDAR

On a motion by Director Joseph Bowman, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve Consent Calendar 5A-5C as presented in the recommendations.

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

A List of Demands: September 14, 2010. Approve

B Directors' Per Diem: August 2010. Ratify

C Claim submitted by Mercury Insurance on behalf of Robert Ball. Deny

6. TREASURER

Treasurer Smith stated that he spoke to the auditors (Diehl Evans) regarding the field work conducted the week of June 7, 2010; and stated additional field work would be conducted the week of October 4, 2010 with a report to the Board in November.

7. BOARD OF DIRECTORS

A Total Compensation Study - Expanded Scope of Work

Discuss the strategy as outlined in the Fox Lawson & Associates document entitled "Las Virgenes Municipal Water District Discussion Draft - Purpose and Philosophy", and provide the General Manager direction on the Board's interest in this matter.

General Manager Mundy discussed the expanded scope of work in the Fox Lawson & Associates Memorandum of September 1, 2010 in the amount of \$10,000; stated private sector total compensation was not part of the negotiated agreement with the represented units, but the data may be useful in the future, Fox Lawson anticipates private sector companies to disclose salary data, but doubts that they will disclose benefit data.

Director Bowman requested staff provide the Board with 4-6 reports on private vs. public sector compensation. Director Caspary asked that the reports be impartial.

On a motion by Director Lee Renger, seconded by Director Jeff Smith, the Board of Directors voted 5-0 to Approve acceptance of the terms in the expanded scope of work in an amount not to exceed \$10,000.

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

B Thomas Safran & Associates: Sewer Service - 4803 El Canon Avenue, Calabasas

General Manager Mundy stated just prior to the board meeting, Thomas Safran & Associates had provided the public financing information, which he has not had an opportunity to review. Director Bowman stated it needs to be well established that this is not a gift of public funds. President Caspary stated he personally invited Hal Helsley to the board meeting to provide public comments on this item, but that Mr. Helsley was not in attendance this evening.

8. FACILITIES AND OPERATIONS

A Rancho Las Virgenes Composting Facility: Biofilter Maintenance

Authorize the General Manager to approve a purchase order for Viramontes Express for biofilter media supply, removal, replacement and disposal in an amount not to exceed \$38,930.

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

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

B Reyes Adobe Freeway Crossing Pipeline Installation: Authorize Purchase Order

Authorize the General Manager to issue a purchase order in the amount of \$287,202.14 to the City of Agoura Hills for construction of the proposed waterline.

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

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

9. FINANCE AND ADMINISTRATION

A Award of Bid for Water Meters

The Board of Directors authorize the General Manager to issue a one-year contract , with two one-year renewal options to Ferguson Waterworks, for the purchase and delivery of water meters. The estimated annual cost for these meters is \$394,853.10.

Director of Resource Conservation and Public Outreach Reyes stated the award of bid recommendation was being made to the lowest bidder who met the specifications; Las Virgenes does not currently use Elster meters, but they are fully compatible with the Datamatic system; and the annual cost will be based on the number of meters purchased each year with the price being set for a period of 12 months. The meters also meet the lead regulations as mentioned by President Caspary.

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

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

B Claim from Charles L. Weber

Deny the claim submitted by Charles L. Weber.

Director of Facilities and Operations Lippman stated Los Angeles County is still working on a remediation plan, and the Las Virgenes line is still hi-lined above the street.

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

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

10. RESOURCE CONSERVATION AND PUBLIC OUTREACH

A Education Program - Solar Cup

Provide direction to staff to proceed with sponsoring a Solar Cup team as part of the District's Education Outreach programming.

Director of Resource Conservation and Public Outreach Reyes stated in the past, the school district has not responded to invitations for participation in this event, however this year a qualified instructor, Ty Kastendiek of Camp David Gonzalez had expressed an interest in the Solar Cup program. Director and MWD Representative Peterson stated that if someone has an interest, Las Virgenes should sponsor the program and extend sponsorship to Camps Miller, Kirkpatrick and Gonzalez.

On a motion by Director Glen Peterson, seconded by Director Lee Renger, the Board of Directors voted 4-1 to Authorize team sponsorship in the amount of \$4,000 for Metropolitan Water District's Solar Cup educational outreach program.

AYES: Director(s) Caspary , Peterson , Renger , Smith

NOES: Director(s) Bowman

B Water Shortage Response - Revisions to the Adjustment and Appeal Process

Approve the Water Budget Adjustment and Appeal Process dated September 14, 2010.

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

ITEM 5A

11. INFORMATION ITEMS

A Water Shortage Update - July 2010

Director Bowman in response to the water shortage and allocation numbers requested that staff monitor rain and water levels, and if there are additional shortages Las Virgenes needs to be on top of the numbers.

12. NON-ACTION ITEMS

A Organization Reports(1) MWDa. Representative Report/Agenda(s) (2)Other

(1) MWD Representative Peterson discussed general business of Metropolitan including Diana Sanchez - new director from Compton; Blue Ribbon Committee updates - report due in December 2010; power agreements for turbines in the desert; feeders to parks; term of office for General Manager; severance packages; and upper Colorado River tour - salinity program to reduce salts.

(2) None.

B Director's Reports on Outside Meetings

Director Bowman reported on his attendance at the ACWA Federal Affairs Committee meeting of September 10, 2010, topics included WRDA bill - no allocations before the election; no budget for 2010-11 is expected; EPA released estimate of \$336 billion to repair outdated water system infrastructure; Title XVI monies \$136 million still not spent; and EPA comments are due by September 17, 2010 in regards to strategy related to Oberstar bill.

C General Manager Reports

General Manager Mundy provided an update regarding general business of the district including termination of service policy; today's fire at the entrance of Mountain View Estates; AWA Reagan Library and ACWA Fall Conference events.

D Director's Comments

Director Bowman requested an update on his request for staff to contact CASA Conference presenter Mr. Gardiner regarding customer outreach for specific issues such as the allocation process, etc. General Manager Mundy stated he had left a message for Mr. Gardiner, but had not yet received a response.

Director Bowman discussed the editorial in The Acorn regarding \$5 million cost for composting. President Caspary requested the report provided to the JPA Board on July 19, 2010 be provided again as it includes the costs for dewatering and composting.

Director Renger inquired on the co-generation project, and Director of Facilities and Operations Lippman stated the project will begin in December 2010.

Director Bowman stated that he did not see reserves on the pending list and wants to review them prior to, or at least at the same time as any future rate increases are presented; NPDES accolades - soul search on what was learned technically and the way we relate to the Regional Board staff; and stated the last Executive Officer of the Regional Board (Tracy Egosque) was excellent in regards to dealing with environmental agencies; excellent letter from staff to Koehler.

13. FUTURE AGENDA ITEMS

None.

The meeting adjourned to break at 7:10 p.m.

14. CLOSED SESSION

The meeting reconvened to Closed Session at 7:20 p.m.

A Conference with District Counsel - Potential Litigation (Government Code Section 54956.9: one case):

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

B Conference with District Counsel - Existing Litigation (Government Code Section 54956.9(a)):

1. Cooper, et al. v. Calabasas Park Estates, et al.
2. Mehta Construction Company v. LVMWD
3. San Diego County Water Authority v. Metropolitan Water District, et al.
4. Arnaldes v. EH Excavation, Inc. and Las Virgenes Municipal Water District

15. OPEN SESSION AND ADJOURNMENT

The meeting reconvened into Open Session at 8:04 p.m. and members of the public who were present were readmitted to the Board Room.

On a motion by Director Lee Renger, seconded by Director Glen Peterson, the Board of Directors voted 5-0 to Authorize the General Manger Mundy to execute the Joint Defense Agreement in an amount not to exceed \$10,000 with participation from West Basin Municipal Water District at 50%; Foothill Municipal Water District at 25% and Las Virgenes Municipal Water District at 25% for San Diego County Water Authority v. Metropolitan Water District, et al.

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

The Chair declared the meeting adjourned at 8:06 p.m.

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

ATTEST:

GLEN PETERSON, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: JEFF SMITH, TREASURER

Payments for Board Meeting of: November 9, 2010

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

Wells Fargo Bank A/C No. 4806-994448

Checks Nos. 54229 through 54339 were issued in the total amount of \$ 824,325.50

Payments through wire transfers as follows:

10/25/2010 Bank of New York Mellon	Payment Sani Refunding Revenue Bond	\$ 2,175,544.64
10/29/2010 Metropolitan Water Dist.	Payment for water deliveries in the month of August 2010	\$ 1,791,284.30

Total payments \$ 4,791,154.44

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

**CHECK LISTING FOR BOARD MEETING
11/09/10**

Company Name	Company No.	Check No. 54229 thru 54264 10/26/10	Check No. 54265 thru 54286 11/02/10	Check No. 54287 thru 54339 11/09/10	Total
		Amount	Amount	Amount	Amount
Potable Water Operations	101	3,871.91	12,442.40	10,077.53	26,391.84
Recycled Water Operations	102			1.00	1.00
Sanitation Operations	130	3.61	361.49	2,812.82	3,177.92
Potable Water Construction	201	1,351.75			1,351.75
Water Conservation Construction	203			1,712.13	1,712.13
Potable Water Replacement	301	500.00		14,115.18	14,615.18
Reclaimed Water Replace	302				0.00
Sanitation Replacement	330			11,557.42	11,557.42
Internal Service	701	30,659.28	6,652.49	29,274.03	66,585.80
Joint Venture Operations	751	11,798.28	25,314.16	42,707.94	79,820.38
Joint Venture Construction	752	602,143.93		1,871.15	604,015.08
Joint Venture Replacement	754		15,230.00		15,230.00
Total Printed		650,328.76	60,000.54	114,129.20	824,458.50

Voided Checks/Payment Stopped:

Ck#54162

Internal Service	701	(133.00)			(133.00)
Total Voids		(133.00)	0.00	0.00	(133.00)

ITEM 5B

Net Total		650,195.76	60,000.54	114,129.20	824,325.50
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**LAS VIRGENES MUNICIPAL WATER DISTRICT
WIRE TRANSFER REQUEST**

DATE NEEDED: October 25, 2010

REQUESTED BY: Jennifer Chen

FUNDS WIRING TO: LAS VIREGENES MWD 09 BOND PMT FUND A/C

BENEFICIARY BANK NAME: BANK OF NEW YORK MELLON ABA No. 021000018

BENEFICIARY BANK A/C NO. 111565 TSA NO. 850024 LAS VIRGENES

DISTRICT DR. A/C NO.: 4806994448 (Wells Fargo Bank)

AMOUNT TO BE WIRED: \$ 2,175,544.64

REMARKS: Transfer Fund to A/C No. 850024-Las Virgenes Bond Pmt Account for Principal & Interest Payments due on 11/1/10 for 2009 Sani Refunding Revenue Bond.

APPROVED BY: *Sandra Schmitt*

APPROVED BY: *[Signature]*, Gen MGR
9/28/10

*****ACCOUNTING DEPARTMENT USE ONLY*****

WIRE ENTERED BY: *Jennifer Chen* DATE: 10-12-2010

WIRE VERIFIED/SENT BY: *[Signature]* DATE: 10-12-2010

WIRE EFFECTIVE DATE: 10/25/10

JE NUMBER JC53510 BATCH NO.: 205097

G/L DATE 10-25-2010 BATCH DATE 11-02-2010

JE PREPARED BY: Jennifer Chen



MWD

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

700 North Alameda Street

Los Angeles, CA, 90012-2944

INVOICE

Billed To:

Las Virgenes Municipal Water District



Service Address

4232 Las Virgenes Road
Calabasas, CA 91302

August 2010	Page No. 1 of 1
Mailed: 09/10/2010	Due Date: 10/29/2010
Invoice Number: 6775	Revision: 0

NOTICE

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

DELIVERIES

Volume (AF)

Total Water Treated Delivered	2,399.3
-------------------------------	---------

SALES

Type

Volume (AF)

Rate (\$ /AF)

Total (\$)

Full Service	Tier 1 Supply Rate	2,399.3	\$101.00	\$242,329.30
	System Access Rate	2,399.3	\$154.00	\$369,492.20
	Water Stewardship Rate	2,399.3	\$41.00	\$98,371.30
	System Power Rate	2,399.3	\$119.00	\$285,516.70
	Delta Supply Surcharge	2,399.3	\$69.00	\$165,551.70
	Treatment Surcharge	2,399.3	\$217.00	\$520,648.10

SUBTOTAL

\$1,681,909.30

OTHER CHARGES AND CREDITS

Rate (\$ /AF)

Conservation Debit/Credit	\$1,200.00
Readiness To Serve Charge(Payment Schedule: M)	\$80,995.00
Capacity Charge(Payment Schedule: M)	\$27,180.00

SUBTOTAL

\$109,375.00

ADDITIONAL INFORMATION

Volume (AF)

Tier1 %

Peak Day

Flow (CFS)

Purchase Order Commitment (Jan 2003 to Dec 2012)	137,103.0			
Purchase Order Firm Delivery To Date (Jan 2003 to Dec 2012)	179,155.8			
Tier 1 Annual Limit (For Current Calendar Year)	20,698.5			
Tier 1 YTD Deliveries (For Current Calendar Year)	14,324.3	69.0		
Tier 1 Current Month Deliveries	2,399.3			
Capacity Charge			8/15/2008	45.3

INVOICE TOTAL

[Signature] 10/26/10
Approved for payment by
John R. Mundy, General Manager

Volume AF

2,399.3

Amount Now Due

\$1,791,284.30

Note: Amount Due is based on Non-Righted Funds

Approved for Payment

[Signature] 10-21-10
Marsha Eubanks

Approved for Payment

[Signature] 10/22/10
David R. Lippman

PAID
ITEM 25
Wired on 10/29/10
JC

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Key itm Co	Amount	Invoice Number
54229	10/26/10	12280	ARAMARK UNIFORM SERVICES	9/10 UNIFORMS/MATS & TWLS	PV	108066	001 00701	68.03	502-5369876
				9/10 UNIFORMS/MATS & TWLS	PV	108066	002 00701	69.54	502-5369876
				9/10 UNIFORMS/MATS & TWLS	PV	108067	001 00701	11.74	502-5376599
				9/10 UNIFORMS/MATS & TWLS	PV	108067	002 00701	67.37	502-5376599
				9/10 UNIFORMS/MATS & TWLS	PV	108068	001 00701	72.67	502-5383379
				9/10 UNIFORMS/MATS & TWLS	PV	108068	002 00701	80.76	502-5383379
				9/10 UNIFORMS/MATS & TWLS	PV	108069	001 00701	21.01	502-5390154
				9/10 UNIFORMS/MATS & TWLS	PV	108069	002 00701	67.37	502-5390154
				9/10 UNIFORMS/MATS & TWLS	PV	108071	001 00701	3.91	502-5369884
				9/10 UNIFORMS/MATS & TWLS	PV	108071	002 00701	11.44	502-5369884
				9/10 UNIFORMS/MATS & TWLS	PV	108072	001 00701	29.20	502-5376607
				9/10 UNIFORMS/MATS & TWLS	PV	108072	002 00701	11.43	502-5376607
				9/10 UNIFORMS/MATS & TWLS	PV	108073	001 00701	3.91	502-5383387
				9/10 UNIFORMS/MATS & TWLS	PV	108073	002 00701	11.44	502-5383387

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document . . .	Item Number	Key Co	Amount	Invoice Number
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108074	001	00701	29.20	502-5390162
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108074	002	00701	11.43	502-5390162
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108075	001	00701	3.91	502-5396965
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108075	002	00701	11.44	502-5396965
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108076	001	00701	323.35	502-5369878
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108077	001	00701	249.26	502-5376601
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108078	001	00701	338.46	502-5383381
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108079	001	00701	290.93	502-5390156
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108080	001	00701	312.67	502-5396959
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108081	001	00701	57.01	502-5369877
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108081	002	00701	36.59	502-5369877
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108082	001	00701	12.98	502-5376600
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108082	002	00701	36.58	502-5376600
				& TWLS						
	9/10			UNIFORMS/MATS	PV	108083	001	00701	59.33	502-5383380
				& TWLS						

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Key Co	Amount	Invoice Number
UNIFORMS/MATS										
				& TWLS						
				9/10	PV	108083	002	00701	52.58	502-5383380
UNIFORMS/MATS										
				& TWLS						
				9/10	PV	108084	001	00701	29.20	502-5390155
UNIFORMS/MATS										
				& TWLS						
				9/10	PV	108084	002	00701	69.24	502-5390155
UNIFORMS/MATS										
				& TWLS						
				9/10	PV	108085	001	00701	50.06	502-5396958
UNIFORMS/MATS										
				& TWLS						
				9/10	PV	108085	002	00701	36.58	502-5396958
UNIFORMS/MATS										
				& TWLS						
				9/10	PV	108086	001	00701	61.08	502-5396957
UNIFORMS/MATS										
				& TWLS						
				9/10	PV	108086	002	00701	67.37	502-5396957
UNIFORMS/MATS										
				& TWLS						
				Payment Amount					2,669.07	
54230	10/26/10	2398	ARBOR OILFIELD SPECIALTIES	316 SS ROLLERS W/INSERT	PV	108061	001	00701	1,267.69	32276
UNIFORMS/MATS										
				Payment Amount					1,267.69	
54231	10/26/10	2869	AT&T	SRV 10/05-11/04/1	PV	108064	001	00101	30.95	9054/100510
UNIFORMS/MATS										
				0						
UNIFORMS/MATS										
				L.RENGER'S 10/05-11/04	PV	108065	001	00701	35.42	01866/100510
UNIFORMS/MATS										
				Payment Amount					66.37	
				SRV 09/04-10/03/1	PV	108033	001	00701	82.17	992789332X101 12010
UNIFORMS/MATS										
				0						
UNIFORMS/MATS										
				SRV 09/04-10/03/1	PV	108033	002	00701	110.59	992789332X101 12010
UNIFORMS/MATS										
				0						
UNIFORMS/MATS										
				SRV 108033	PV	108033	003	00701	28.42	992789332X101

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
	09/04-10/03/1										12010
0											
SRV					PV	108033	004	00701		517.01	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	005	00701		116.53	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	006	00701		56.84	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	007	00701		82.17	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	008	00701		28.42	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	009	00701		77.17	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	010	00701		19.89	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	011	00701		8.53	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	012	00701		170.52	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	013	00701		198.94	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	014	00701		28.42	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	015	00701		198.94	992789332X101
	09/04-10/03/1										12010
0											
SRV					PV	108033	016	00701		28.42	992789332X101
	09/04-10/03/1										12010
0											

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key	Item	Co	Amount	Invoice Number
SRV	09/04--10/03/1				PV	108033	017	00701		28.42	992789332X101
0											12010
SRV	09/04--10/03/1				PV	108033	018	00701		28.42	992789332X101
0											12010
SRV	09/04--10/03/1				PV	108033	019	00701		28.42	992789332X101
0											12010
SRV	09/04--10/03/1				PV	108033	020	00701		97.90	992789332X101
0											12010
SRV	09/04--10/03/1				PV	108033	021	00701		65.91	992789332X101
0											12010
SRV	09/04--10/03/1				PV	108033	022	00701		28.42	992789332X101
0											12010
SRV	09/04--10/03/1				PV	108033	023	00701		28.42	992789332X101
0											12010
SRV	09/04--10/03/1				PV	108033	024	00701		28.42	992789332X101
0											12010
SRV	09/04--10/03/1				PV	108033	025	00701		227.36	992789332X101
0											12010
				Payment Amount						2,314.67	
54233	10/26/10	2425	BANK OF AMERICA	VISA CHRG-WLK	PV	108008	001	00701		168.97	7493/100710
				WTP-SEPT'10							
				VISA CHRG-WLK	PV	108008	002	00701		126.21	7493/100710
				WTP-SEPT'10							
				VISA CHRG-WLK	PV	108008	003	00701		21.94	7493/100710
				WTP-SEPT'10							
				VISA CHRG-WLK	PV	108008	004	00701		72.18	7493/100710
				WTP-SEPT'10							
				VISA CHRG-WLK	PV	108008	005	00701		15.00	7493/100710
				WTP-SEPT'10							
				VISA	PV	108009	001	00701		984.64	2688/100710
				CHRG-FIN&ADM-SEPT'10							

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Number	Item	Key Co	Amount	Invoice Number
				VISA	PV	108010	001	00701	48.40	2083/100710
				CHRG-ENGRG#1-SEPT'10						
				VISA	PV	108019	001	00701	100.82	8384/100710
				CHRG-TAPIA-SEPT'10						
				VISA	PV	108019	002	00701	48.24	8384/100710
				CHRG-TAPIA-SEPT'10						
				VISA	PV	108020	001	00701	2,252.87	8418/100710
				CHRG-OPNS-SEPT'10						
				VISA	PV	108021	001	00701	65.84	8102/100710
				CHRG-WTR DIST#2-SEPT'10						
				VISA	PV	108021	002	00701	254.19	8102/100710
				CHRG-WTR DIST#2-SEPT'10						
				VISA	PV	108021	003	00701	580.02	8102/100710
				CHRG-WTR DIST#2-SEPT'10						
				VISA	PV	108022	001	00701	1,658.00	8185/100710
				CHRG-FIN&ADM#2-SEPT'10						
				VISA	PV	108023	001	00751	136.45	9938/100710
				CHRG-OPNS ADM-SEPT'10						
				VISA	PV	108023	002	00751	3.61	9938/100710
				CHRG-OPNS ADM-SEPT'10						
				VISA	PV	108023	003	00751	61.91	9938/100710
				CHRG-OPNS ADM-SEPT'10						
				VISA	PV	108023	004	00751	257.39	9938/100710
				CHRG-OPNS ADM-SEPT'10						
				VISA	PV	108024	001	00701	388.80	8219/100710
				CHRG-J.MUNDY-SEPT'10						
				VISA	PV	108025	001	00101	57.32	0848/100710
				CHRG-RES CONS-SEPT'10						

Batch Number - 205045
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
				VISA CHRG-RES	PV	108025	002	00101	219.05	0848/100710
				CONS-SEPT'10						
				VISA CHRG-RES	PV	108025	003	00101	52.00	0848/100710
				CONS-SEPT'10						
				VISA CHRG-RES	PV	108025	004	00101	207.11	0848/100710
				CONS-SEPT'10						
				VISA CHRG-RES	PV	108025	005	00101	635.00	0848/100710
				CONS-SEPT'10						
				VISA CHRG-RES	PV	108025	006	00101	170.27	0848/100710
				CONS-SEPT'10						
				VISA CHRG-RES	PV	108025	007	00101	45.00	0848/100710
				CONS-SEPT'10						
				VISA	PV	108026	001	00701	275.00	6305/100710
				CHRG-L.RENGER						
				-SEPT'10						
				VISA	PV	108027	001	00701	1,148.20	0921/100710
				CHRG-K.CONKLI						
				N-SEPT'10						
				VISA	PV	108028	001	00701	23.00	3044/100710
				CHRG-C.REYES-						
				SEPT'10						
				VISA	PV	108030	001	00701	275.00	6407/100710
				CHRG-J.BOWMAN						
				-SEPT'10						
				VISA	PV	108031	001	00701	682.00	8243/100710
				CHRG-D.LIPPMA						
				N-SEPT'10						
				VISA	PV	108032	001	00701	75.00	5654/100710
				CHRG-G.PETERS						
				ON-SEPT'10						
				VISA	PV	108036	001	00701	71.78	1302/100710
				CHRG-MAINT						
				DEPT-SEPT'10						
				VISA	PV	108036	002	00701	126.86	1302/100710
				CHRG-MAINT						
				DEPT-SEPT'10						
				VISA	PV	108036	003	00701	169.24	1302/100710
				CHRG-MAINT						
				DEPT-SEPT'10						
				VISA	PV	108036	004	00701	169.25	1302/100710
				CHRG-MAINT						

Batch Number - 205045
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
54234	10/26/10	16012	BEVERLY HILLS HOUSE & WINDOW CLEANING	DEPT-SEPT10 VISA	PV	108036	005	00701	35.84	1302/100710
				CHRG-MAINT						
				DEPT-SEPT10						
				VISA	PV	108036	006	00701	90.82	1302/100710
				CHRG-MAINT						
				DEPT-SEPT10						
				Payment Amount					11,773.22	
				CLEAN WNDWS	PV	108087	001	00701	620.00	081051
				2BLDGS WLK						
				Payment Amount					620.00	
54235	10/26/10	3319	BLOIS CONSTRUCTION, INC.	PROG	PV	108014	001	00701	588,139.23	10440/#10
				PMT#10-24"RW						
				PIE10/25/10						
				10% RETENTION	PD	108015	001	00752	58,813.92	10440/RTN#10
				ON PMT#10						
				Payment Amount					529,325.31	
54236	10/26/10	17816	COBRA RESOURCES, INC.	SEMINAR-BNF	PV	108049	001	00701	95.00	COBRA-6949
				FED COMPLNC						
				10/20						
				Payment Amount					95.00	
54237	10/26/10	17434	COTTON, SHIRES AND ASSOCIATES, INC.	6/1-9/26 PROF	PV	108048	001	00701	8,898.68	93737/IE5040
				SRV-COOPER V						
				LV						
				Payment Amount					8,898.68	
54238	10/26/10	2547	COUNTY SANITATION DISTRICTS OF LA COUNTY	9/10 REFUSE	PV	108055	001	00701	371.88	48892/0910
				DISP						
				Payment Amount					371.88	
54239	10/26/10	15339	DEPARTMENT OF INDUSTRIAL RELATIONS	CONVEYANCE	PV	108051	001	00701	225.00	E889568GN
				PRMT-BLDG 7						
				CONVEYANCE	PV	108052	001	00701	225.00	E889569GN
				PRMT-HQ LOBBY						
				Payment Amount					450.00	
54240	10/26/10	2658	FEDERAL EXPRESS CORP	IS 10/15	PV	108059	001	00701	162.46	7-260-46390
				FEDEX						

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Tr	Document Number	Key Item	Key Co	Amount	Invoice Number
54241	10/26/10	17801	FIRST CITIZENS BANK	DELIVERY	PV	108016	001	00752	162.45	10440/RTN#10
				Payment Amount					58,813.92	
				RETENTION#10/ BLOIS						
54242	10/26/10	15793	FLEMING ENVIRONMENTAL INC.	Payment Amount	PV	108060	001	00701	280.00	6381
				10/22 EMERG CALL OUT						
54243	10/26/10	18023	CHARLES L. GARDINER	Payment Amount	PV	108050	001	00701	579.82	100
				CONSULT SRVS 10/12 BRD MTG						
54244	10/26/10	2688	GEOLABS	Payment Amount	PV	108053	001	00701	1,196.50	21004027
				3/10 TESTG SRV-TWIN LAKE P/S						
54245	10/26/10	2688	GEOLABS	Payment Amount	PV	108054	001	00701	4,363.50	21010012
				9/10 24" RW LINE-GEOTECH						
54246	10/26/10	3083	JCI JONES CHEMICALS, INC	Payment Amount	PV	108056	001	00701	2,957.47	486505
				SODIUM HYPOCHLORITE 12.5%-4861						
				SODIUM HYPOCHLORITE 12.5%-4861						
54247	10/26/10	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount	PV	108034	001	00201	155.25	6937/092810
				TEMP WTR 08/31-09/28						
54248	10/26/10	2789	LIEBERT CASSIDY WHITMORE	Payment Amount	PV	108017	001	00701	1,738.00	122518
				PROF SRV-RE:EE APPEAL						
54249	10/26/10	2365	MSO TECHNOLOGIES	Payment Amount	PV	108038	001	00701	250.00	3445
				08/01-08/31/1 0 CONSULT SRV						

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document . . .		Key	Amount	Invoice Number
						Number	Item			
				07/01-08/31/1	PV	108039	001	00701	250.00	3444
				0 CONSULT SRV						
				Payment Amount					500.00	
54250	10/26/10	3399	JOHN MUNDY	REIMB:AWWA	PV	108044	001	00701	335.58	100810
				CNF10/5-10/8						
				Payment Amount					335.58	
54251	10/26/10	3589	AT&T	SRV	PV	108062	001	00701	541.07	0853939017-10
				10/05-11/04/1						0510
				0						
				Payment Amount					541.07	
54252	10/26/10	7745	PETTY CASH - CAROL PALMA	REPL PETTY	PV	108063	001	00701	45.50	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	002	00701	12.60	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	003	00701	12.40	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	004	00701	19.21	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	005	00701	35.89	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	006	00701	5.00	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	007	00701	40.75	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	008	00701	8.55	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	009	00701	50.00	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	010	00701	50.00	102010
				CASH						
				8/30-10/11						
				REPL PETTY	PV	108063	011	00701	50.00	102010
				CASH						

Batch Number - 205045
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key Item	Co	Amount	Invoice Number
				CASH						
	8/30-10/11			REPL PETTY	PV	108063	012	00701	10.96	102010
				CASH						
	8/30-10/11			REPL PETTY	PV	108063	013	00701	3.83	102010
				CASH						
	8/30-10/11			REPL PETTY	PV	108063	014	00701	17.00	102010
				CASH						
	8/30-10/11			REPL PETTY	PV	108063	015	00701	18.74	102010
				CASH						
	8/30-10/11			REPL PETTY	PV	108063	017	00701	59.76	102010
				CASH						
	8/30-10/11			Payment Amount					440.19	
54253	10/26/10	16786	REGENCY LIGHTING	RECYCLEPAK/4' 88'	PV	108041	001	00701	295.75	1922745
				FLOURESC						
			Alt Payee 16847 REGENCY LIGHTING 23661 NETWORK PLACE CHICAGO IL 60673-1213							
				Payment Amount					295.75	
54254	10/26/10	3566	CARLOS REYES	REIMB:WEFTEC CNF10/3-10/6	PV	108043	001	00701	396.90	100610
				Payment Amount					396.90	
54255	10/26/10	15800	SAFE AND BEAUTIFUL TREE CO., INC.	WEED ABATEMENT@SAD DLEPEAK	PV	108037	001	00701	1,850.00	101410
				Payment Amount					1,850.00	
54256	10/26/10	16120	SOIL CONTROL LAB	FINISHED COMPOST PKG	PV	108045	001	00751	300.00	0090070
				Payment Amount					300.00	
54257	10/26/10	18024	JAMES SPICER	REIMB REGIST&MLG CWEA	PV	108042	001	00701	82.00	092910
				Payment Amount					82.00	

Batch Number - 205045
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Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Document Ty	Document Number	Key Lim	Key Co	Amount	Invoice Number
54258	10/26/10	2964	STATE BOARD OF EQUALIZATION		PV	108018	001	00701	1,396.72	97-817885/SEP 10
54259	10/26/10	18022	TDW SERVICES, INC.	Payment Amount FREEZE 2-6" LINES TO REBUILD	PV	108018	002	00701	.28	97-817885/SEP 10
54260	10/26/10	3429	UNITED PARCEL SERVICE	Payment Amount SRV 09/12--10/09/1 0	PV	108047	001	00701	2,500.00	JC107758 000025W020410
54261	10/26/10	16271	USA MOBILITY WIRELESS, INC	Payment Amount SRV 09/08--10/09/1 0	PV	108035	001	00701	519.30	T0143084J
54262	10/26/10	3035	VWR SCIENTIFIC	Payment Amount FREIGHT CHRG	PV	108035	002	00701	50.94	T0143084J
				Payment Amount SRV 09/08--10/09/1 0	PV	108035	003	00701	41.15	T0143084J
				Payment Amount SRV 09/08--10/09/1 0	PV	108035	004	00701	41.15	T0143084J
				Payment Amount FREIGHT CHRG	PV	108046	001	00701	3.70	43192906
			Alt Payee 3216 VWR INTERNATIONAL, INC P. O. BOX 31001-1257 PASADENA CA 91110-1257	Payment Amount A/C REPR FOR COMPUTER RM	PV	108058	001	00701	242.75	S27927
54263	10/26/10	3048	WEST COAST AIR CONDITIONING	Payment Amount Total Amount of Payments Written					242.75	
				Payment Amount Total Number of Payments Written					640,687.56	35

Batch Number - 205050
Bank Account - 00146807 Cash-General

Payment . . . Number	Date	Address Number	Name	Payment Stub Message	Tr	Document . . . Number	Key itm	Co	Amount	Invoice Number
54264	10/26/10	17344	TOPANGA ANTHROPOLOGIC AL CONSULTANTS	10/06-10/20 CONSULT SRV	PV	108102	001	00701	9,641.20	10 FINAL(10-21-1 0)

Payment Amount 9,641.20

Total Amount of Payments Written 9,641.20

Total Number of Payments Written 1

Batch Number - 205091
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document . . .	Key	Amount	Invoice Number
54265	11/02/10	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	10/21 WTRWISE BRKFST & ATTD	108183	001 00701	160.00	05-4275
				Payment Amount			160.00	
54266	11/02/10	2869	AT&T	SRV 10/07~11/06/1	PV 108092	001 00101	65.61	0123/100710
				0				
				SRV 10/07~11/06/1	PV 108093	001 00101	32.30	0124/100710
				0				
				SRV 10/07~11/06/1	PV 108094	001 00101	386.39	2043/100710
				0				
				SRV 10/07~11/06/1	PV 108095	001 00101	196.40	2045/100710
				0				
				SRV 10/07~11/06/1	PV 108096	001 00701	114.22	7719/100710
				0				
				SRV 10/07~11/06/1	PV 108098	001 00701	114.22	7720/100710
				0				
				SRV 10/07~11/06/1	PV 108099	001 00701	83.27	7721/100710
				0				
				SRV 10/07~11/06/1	PV 108100	001 00130	196.40	2220/100710
				0				
				SRV 10/07~11/06/1	PV 108101	001 00130	164.99	2439/100710
				0				
				Payment Amount			1,353.80	
54267	11/02/10	9631	AT&T LONG DISTANCE	SRV 09/05~10/04/1	PV 108133	001 00701	231.09	806368136/100 410
				0				
				SRV 09/05~10/04/1	PV 108133	002 00701	3.94	806368136/100 410
				0				
				SRV 09/05~10/04/1	PV 108133	003 00701	.03	806368136/100 410
				0				

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Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
0											
SRV	09/05--10/04/1				PV	108133	004	00701		29.84	806368136/100 410
0											
SRV	09/05--10/04/1				PV	108133	005	00701		2.43	806368136/100 410
0											
SRV	09/05--10/04/1				PV	108133	006	00701		409.45	806368136/100 410
0											
SRV	09/05--10/04/1				PV	108133	007	00701		14.19	806368136/100 410
0											
SRV	09/05--10/04/1				PV	108133	008	00701		.31	806368136/100 410
0											
SRV	09/05--10/04/1				PV	108133	009	00701		.13	806368136/100 410
0											
SRV	09/05--10/04/1				PV	108133	010	00701		.10	806368136/100 410
0											
				Payment Amount						691.51	
54268	11/02/10	7965	B&B PALLET CO.	125YDS WOOD	PV	108108	001	00701		1,302.50	105186
				CHIPS 1"							
				125YDS WOOD	PV	108109	001	00701		1,302.50	105187
				CHIPS 1"							
				125YDS WOOD	PV	108110	001	00701		1,302.50	105188
				CHIPS 1"							
				125YDS WOOD	PV	108111	001	00701		1,302.50	105189
				CHIPS 1"							
				125YDS WOOD	PV	108112	001	00701		1,302.50	105190
				CHIPS 1"							
				125YDS WOOD	PV	108113	001	00701		1,302.50	105191
				CHIPS 1"							
				125YDS WOOD	PV	108114	001	00701		1,302.50	105192
				CHIPS 1"							
				125YDS WOOD	PV	108115	001	00701		1,302.50	105193
				CHIPS 1"							
				125YDS WOOD	PV	108116	001	00701		1,302.50	105194
				CHIPS 1"							

Batch Number - 205091
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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key ltrm	Key Co	Amount	Invoice Number
54269	11/02/10	5376	CALIFORNIA ELECTRIC SUPPLY		PV	108117	001	00701	497.11	8997-728975
				Payment Amount					11,722.50	
				SHORT LAMPHOLE/ELEC Z/LAMP						
				10) ULT B432PUNVHP/A-5	PV	108118	001	00701	335.18	8997-728987
				2) GEC MCTA301TC	PV	108119	001	00701	94.04	8997-729181
				2) GEC MCTA301TC	PV	108120	001	00701	94.04	8997-730417
				MISC WIRE DEEP STRUT, STRUT	PV	108121	001	00701	305.55	8997-729178
				STRAP,TWLS	PV	108187	001	00701	289.56	8997-728685
				Alt Payee 5451 CALIFORNIA ELECTRIC SUPPLY P.O. BOX 14196 ORANGE CA 92863						
54270	11/02/10	2658	FEDERAL EXPRESS CORP		PV	108107	001	00701	58.40	7-268-57635
				Payment Amount					1,615.48	
				IS 10/22 FEDEX DELIVERY						
54271	11/02/10	2655	FERGUSON ENTERPRISES		PV	108106	001	00701	141.58	0358246-1
				Payment Amount					58.40	
				HYDRANT CAP, 2-1/2", PLASTI C,						
				Alt Payee 3207 FERGUSON ENTERPRISES, INC FERGUSON WATERWORKS FILE 56809						
54272	11/02/10	2672	FRUIT GROWERS LABORATORY, INC.		PV	108122	001	00701	19.80	009489A
				Payment Amount					141.58	
				LAB ANALYSIS						
				LAB ANALYSIS	PV	108123	001	00701	102.30	009665A
				LAB ANALYSIS	PV	108124	001	00701	102.30	009666A
				Payment Amount					224.40	
				WHARDHEAD	PV	108125	001	00701	956.62	7016822-01
				CASH DISCOUNT GALVANIZE	PV	108125	002	00701	8.81-	7016822-01
					PV	108126	001	00701	307.30	7016822-02

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Payment Number	Payment Date	Alt Payee	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
				NIPPLE							
				CASH DISCOUNT		PV	108126	002	00701	2.80-	7016822-02
		8141		GROENIGER & COMPANY P.O. BOX 3629 HAYWARD CA 94540-3629							
				Payment Amount						1,262.31	
54274	11/02/10	3083		JCI JONES CHEMICALS, INC		PV	108128	001	00701	3,020.14	487126
				Payment Amount							
				SODIUM HYPOCHLORITE 12.5%-4964							
				SODIUM BISULFITE, 38%-4164GALS		PV	108191	001	00701	7,467.72	487241
		13647		JCI JONES CHEMICALS, INC DEPARTMENT LA 23561 PASADENA CA 91185-3561							
				Payment Amount						10,487.86	
54275	11/02/10	2752		KAMAN INDUSTRIAL TECHNOLOGIES		PV	108193	001	00701	1,790.89	0325336
				Payment Amount							
				SUNDSTRAND HYDRAULIC MOTOR FREIGHT		PV	108193	002	00701	124.53	0325336
				Payment Amount						1,915.42	
54276	11/02/10	2611		LA DWP		PV	108088	001	00101	180.09	10298/101310
				Payment Amount							
				RECTIFIER 05/13-10/13/1 0		PV	108089	001	00101	32.18	09501/101410
				RECTIFIER SRV 09/14-10/14/1 0							
				TWIN LAKES 09/13-10/13/1 0		PV	108103	001	00101	8,687.90	22930/101310
				Payment Amount						8,900.17	
54277	11/02/10	3352		LAS VIRGENES MUNICIPAL WATER DISTRICT		PV	108090	001	00101	869.59	0896/101210
				Payment Amount							
				MALIBU SYPHN 08/09-10/11/1 0		PV	108091	001	00751	38.80	0006/101110
				Payment Amount						908.39	

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Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
54278	11/02/10	4783	LAWSON PRODUCTS, INC	HEX NUTS &	PV	108197	001 00701	198.14	9675886
				DRILL PARTS					
				FREIGHT	PV	108197	002 00701	9.88	9675886
				Payment Amount				208.02	
54279	11/02/10	3398	RANDAL ORTON	REIMB MILEAGE	PV	107888	001 00701	133.00	0922210
				RE:BUS MTGS					
				Payment Amount				133.00	
54280	11/02/10	9543	PINKY'S TIRE SERVICE	2 NEW TIRES/JD	PV	108104	001 00701	850.90	1411118
				TRACTOR#722					
				Payment Amount				850.90	
54281	11/02/10	2907	RED WING SHOE STORE	SAFETY/SHOES/M	PV	108127	001 00701	139.63	131000009426
				IXON,CARMEN					
				Payment Amount				139.63	
54282	11/02/10	18025	UTILITY TRAINING ACADEMY	UTILITY LOCATOR TRAINING	PV	108132	001 00701	2,500.00	06231001
				Payment Amount				2,500.00	
54283	11/02/10	8455	VARNA ELECTRONICS	REPR SATELITE RECEIVERS	PV	108203	001 00701	207.25	01513
				REPR SATELITE RECEIVERS	PV	108203	002 00701	207.25	01513
				Payment Amount				414.50	
54284	11/02/10	17127	VENTURA BUILDERS	FARM BLDG REMODEL PMT#2	PV	108105	001 00701	15,230.00	755
				Payment Amount				15,230.00	
54285	11/02/10	16064	WELLS FARGO FINANCIAL LEASING, INC.	SCNR PRINTER/PMT#4	PV	108130	001 00701	591.49	6765498038
				0-NOV'10					
				SCNR PRINTER/PROP TAX	PV	108131	001 00701	318.82	6765498038/TA X
				Payment Amount				910.31	
54286	11/02/10	8510	WORK BOOT WAREHOUSE	SAFETY/SHOE/RE ED,KEN	PV	108129	001 00701	172.36	08098
				Payment Amount				172.36	
				Total Amount of Payments Written				60,000.54	
				Total Number of Payments Written				22	

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Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Lim	Key Co	Amount	Invoice Number
54287	11/09/10	4997	ACOM SOLUTIONS	12/10-11/11SO FTWARE ANNL MAINT	PV	108200	001	00701	1,768.00	0163440-IN
54288	11/09/10	8680	ADS, LLC	Payment Amount 10/10 FLOW METERING SRVS	PV	108166	001	00701	673.15	12579.22-1010
54289	11/09/10	17077	AECOM USA, INC.	Payment Amount 8/28-9/24 WDLND HLS C/C RW EXT	PV	108167	001	00701	2,692.58	7087420
54290	11/09/10	18027	ANTHONY ALVARADO	6/26-10/15 REYES ADOBE RD	PV	108168	001	00701	1,500.93	7088386
54291	11/09/10	2398	ARBOR OILFIELD SPECIALTIES	Payment Amount RFND OVERPMT-CLOSE D AC	PV	108151	001	00101	112.24	751488
54292	11/09/10	16878	DANIEL BROWN	Payment Amount SHOULDER SPACER HUBS,RLRS DEP-CLOSING BILL	PV	108156	001	00101	1,175.30	9997032
54293	11/09/10	3360	CALEX ENGINEERING	Payment Amount RFND OVERPMT-CLOSE D AC	PV	108157	001	00101	1,038.35	9997032/JNT
54294	11/09/10	18028	MAXIMILLIAN DANESHMAN	Payment Amount RFND OVERPMT-CLOSE D AC	PV	108153	001	00101	.60	9996692
54295	11/09/10	10124	DIEHL, EVANS	Payment Amount 2ND PMT-LV	PV	108162	001	00701	392.57	432030
									81.55	11,000.00

ITEM CB

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Number	Item	Co	Amount	Invoice Number
			& COMPANY, LLP	AUDIT SRV						
			YE6/30/10							
			1ST PMT-JPA		PV	108163	001	00751	1,500.00	1023842
			AUDT SRV							
			YE6/30/10							
			1ST PMT-JPA		PV	108164	001	00751	2,000.00	1023846
			SINGL AUDT							
			6/30/10							
			Payment Amount						14,500.00	
			OIL&GREASE		PV	108215	001	00701	326.00	1000225701
			STNDRD,DRYG							
			CARTRG							
			FREIGHT		PV	108215	003	00701	8.83	1000225701
			OIL&GREASE		PV	108218	001	00701	240.00	1000219948
			FILTERS							
			RTN-EMPORE		PD	108220	001	00701	308.00	1000221176
			FILTERS							
			Payment Amount						266.83	
			RFND		PV	108152	001	00101	134.58	2180370
			OVERPMT-CLOSE							
			D AC							
			Payment Amount						134.58	
			RFND		PV	108154	001	00101	1,070.46	9996912
			DEP-CLOSING							
			BILL							
			INTEREST		PV	108155	001	00101	3.06	9996912/INT
			Payment Amount						1,073.52	
			N-HAXANES		PV	108172	001	00701	430.46	6615009
			HAZ MAT CHG,		PV	108172	002	00701	61.10	6615009
			SHIPPING							
			Alt Payee 3202 FISHER SCIENTIFIC							
			ACCOUNT #479936-001							
			FILE #50129							
			LOS ANGELES CA 90074-0129							
			Payment Amount						491.56	
			LAB ANALYSIS		PV	108174	001	00701	89.93	009025A
			FRUIT GROWERS							
			LABORATORY,							
			INC.							
			LAB ANALYSIS		PV	108175	001	00701	50.33	009490A

ITEM 5

543000 11/09/10

Batch Number - 205307
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Name	Address Number	Payment Stub Message	TY	Number	Item	Co	Amount	Invoice Number
54301	11/09/10	FUGRO WEST, INC.	4971	LAB ANALYSIS	PV	108176	001	00701	193.88	009655C
				LAB ANALYSIS	PV	108177	001	00701	581.64	010029A
				LAB ANALYSIS	PV	108178	001	00701	102.30	010049A
				Payment Amount					1,018.08	
				8/26-9/30	PV	108160	001	00301	3,294.00	3000.019-0000
				MNTRG						027
				INCLINOMTRS						
				7/1-9/30 GEO	PV	108161	001	00301	2,666.00	3288.002-0000
				CONSULT						047
				8/26-9/30	PV	108171	001	00701	4,277.25	3000.026-0000
				GEOTECH/GEOPH						001
				YS EVAL						
				Alt Payee						
				6803 FUGRO WEST, INC.						
				P. O. BOX 200559						
				HOUSTON TX 77216-0559						
				Payment Amount					10,237.25	
54302	11/09/10	G.I. INDUSTRIES	6770	9/27-10/15	PV	108180	001	00701	446.77	2503254-0283-
				10YD						3
				ROLLOFF-TAPIA						
				9/27-10/15	PV	108181	001	00701	655.33	2527373-0283-
				10YD						3
				ROLLOFF-SHOP						
				Alt Payee						
				6771 G.I. INDUSTRIES						
				P. O. BOX 541065						
				LOS ANGELES CA 90054-1065						
				Payment Amount					1,102.10	
54303	11/09/10	GEBBIA HOLDING CO.	13743	RFND UNUSED	PV	108202	001	00701	1,681.62	R0569750
				DEPOSIT						
				INTEREST	PV	108204	001	00701	49.08	R0569750/INT
				Payment Amount					1,730.70	
54304	11/09/10	GEOLABS	2688	7/10 WARNER	PV	108158	001	00301	431.00	21008046
				TNK ACCESS RD						
				WOOLSEY CYN	PV	108159	001	00301	431.00	21008047
				TNK ACCESS RD						
				Payment Amount					862.00	
54305	11/09/10	GRAINGER, INC.	2701	SPEED AIR	PV	108201	001	00701	211.63	9375625838
				CONDENSATE						
				SEPARATOR						
				Alt Payee						
				5453 GRAINGER, INC.						
				DEPT 805178142						

ITEM 5B

Batch Number - 205307
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
PALATINE IL 60038-0001										
54306	11/09/10	16857	GROTH CORPORATION	Payment Amount GROTH MODEL 8450-1&2-1 FREIGHT	PV	108205	001 00701	211.63	2,905.14	GP91007133
54307	11/09/10	18031	JAMES HODSON	Payment Amount RFND OVERPMT-CLOSE D AC	PV	108199	001 00101	2,979.57	74.43	GP91007133
54308	11/09/10	16809	ICTUS CONSULTING, LLC	Payment Amount 10/10 LIBRARY/RCRDS MGMT SRV	PV	108206	001 00701	743.91	3,750.00	LVMWD-101101
54309	11/09/10	2997	J G TUCKER & SONS	Payment Amount ITX BATTERIES,REG ULATORS SHIPPING	PV	108207	001 00701	3,750.00	591.22	00071139
54310	11/09/10	8329	JAMS	Payment Amount MEDJATN SRV-CPR/SMTHV CALB PK E	PV	108231	001 00701	600.73	2,654.57	0002141040-20 0
54311	11/09/10	4783	LAWSON PRODUCTS, INC	Payment Amount RESTOCK BOLT BINS-RLV FREIGHT	PV	108211	001 00701	2,654.57	586.95	9685047
54312	11/09/10	2798	LOS ANGELES COUNTY ASSESSOR	Payment Amount 9/15 ASSESSOR MAPS (1)	PV	108212	001 00701	609.71	22.76	9685047
54313	11/09/10	16226	PAUL DAN MATTHIES	Payment Amount REFD DEPOSIT ON CLOSED A/C INTEREST	PV	108136	001 00101	4.00	1,302.87	9997042
54314	11/09/10	14322	MILES CHEMICAL COMPANY, INC	Payment Amount 10/15 BULK FERRIC CHLORIDE	PV	108137	001 00101	1,303.48	.61	9997042/INT
54315	11/09/10	2839	MOTION INDUSTRIES,	Payment Amount MISC TAPIA MAINT SUPPL	PV	108227	001 00701	6,750.77	117.57	138558 CA22-530003

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
			INC.							
		10317	MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074	12M3K HYDRAULIC HOSE	PV	108213	001	00701	328.03	CA22-530001
54316	11/09/10	10037	MOUNTAINS RECREATION & CONSV AUTHORITY	EASEMENT-RECY CLEED WTRLINE	PV	108140	001	00102	1.00	P23345
				Payment Amount					445.60	
54317	11/09/10	2365	MISO TECHNOLOGIES	09/01-09/30/1 0 CONSULT SRV	PV	108143	001	00701	265.00	3464
				Payment Amount					1.00	
				9/01-9/30/10 CONSULT SRV	PV	108225	001	00701	1,250.00	3465
				Payment Amount					1,515.00	
54318	11/09/10	2853	NEWARK	LAMP INCAND BAYONET	PV	108208	001	00701	41.50	19623187
			Alt Payee 7119 NEWARK P. O. BOX 94151 PALATINE IL 60094-4151							
54319	11/09/10	17329	ODYSSEY POWER	REPR GENERATOR COOLING SYST REPR GENERATOR COOLING SYST REPR GENERATOR COOLING SYST REPR GENERATOR COOLING SYST	PV	108217	001	00701	1,156.09	25737
				Payment Amount					41.50	
				REPR GENERATOR COOLING SYST	PV	108219	001	00701	1,930.40	25742
				REPR GENERATOR COOLING SYST	PV	108221	001	00701	2,139.67	25743
				REPR GENERATOR COOLING SYST	PV	108222	001	00701	3,668.86	25745
				REPR GENERATOR COOLING SYST	PV	108223	001	00701	2,104.78	25754
				Payment Amount					10,999.80	

Batch Number - 205307

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document	Key	Amount	Invoice Number
54320	11/09/10	17370	OWL CLAN CONSULTANTS	9/7-9/11/10 CONSULT SRV	PV	108190 001 00701	906.15	A003
				9/27-9/28/10 CONSULT SRV	PV	108192 001 00701	965.00	A004
54321	11/09/10	14548	PATTON BOGGS, LLP	Payment Amount 9/10 CONSULT SRV	PV	108182 001 00701	4,853.09	10310488
				Payment Amount			1,871.15	
54322	11/09/10	16876	NOELLE PUGH	Payment Amount REFD O/P ON CLOSED A/C	PV	108138 001 00101	10.87	800222
54323	11/09/10	2905	RAIN FOR RENT	Payment Amount GASKET-NON DRAIN ALUM3	PV	108198 001 00701	258.94	039503245
			Alt Payee	3200 RAIN FOR RENT FILE 52541 LOS ANGELES CA 90074-2541				
54324	11/09/10	16859	RMC WATER AND ENVIRONMENT	Payment Amount 8/28-9/24/10 CONSULT SRV	PV	108224 001 00701	11,557.42	11330
54325	11/09/10	9247	SANCON ENGINEERING, INC.	Payment Amount REFD DEPOSIT ON CLOSED A/C	PV	108134 001 00101	1,320.43	9997012
				Payment Amount			11,557.42	
54326	11/09/10	14593	SIEMENS WATER TECHNOLOGIES CORP	INTEREST Payment Amount MISC TAPIA MAINT SUPPL	PV	108135 001 00101	.93	9997012/INT
				Payment Amount			1,321.36	
				FREIGHT DETERGENT ADDITIVE FREIGHT	PV	108195 006 00701	35.00	3196719
					PV	108196 001 00701	259.98	3203480
					PV	108196 002 00701	20.00	3203480
			Alt Payee	14594 SIEMENS WATER TECHNOLOGIES CORP P. O. BOX 360766 PITTSBURGH PA 15250-6766				
				Payment Amount			5,206.08	
54327	11/09/10	18030	SIGNATURE SIGNS, INC.	SINAGE HQ/RLV/TAPIA/ WLK SINAGE	PV	108145 001 00701	186.58	2010-3398
					PV	108145 002 00701	111.94	2010-3398

Batch Number - 205307

Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Key		Amount	Invoice Number
					Ty	Lim		
				HQ/RLVTAPIA				
				WLK				
				SINAGE	PV	108145 004 00701	18.66	2010-3398
				HQ/RLVTAPIA				
				WLK				
				Payment Amount			317.18	
54328	11/09/10	18029	SHILPI SINHA	REFD O/P ON	PV	108139 001 00101	30.00	830814
				CLOSED A/C				
				Payment Amount			30.00	
54329	11/09/10	2956	SOUTH COAST AIR QUALITY MGMT DIST	RULE1472-EMER G GENERATORS	PV	108232 001 00751	515.96	102610
				Payment Amount			515.96	
54330	11/09/10	8645	SOUTHERN CALIFORNIA TROPHY COMPANY	SRV AWRD-GLASER & NORTHRUP	PV	108144 001 00701	60.04	100125-10
				Payment Amount			14.46	
54331	11/09/10	9530	US COMPOSTING COUNCIL	PKG HNDL:UPS FY10-11 LVMWD IN USCC	PV	108228 001 00701	250.00	102610
				Payment Amount			74.50	
54332	11/09/10	10225	US EQUIPMENT CO., INC.	COALESCING FILTER	PV	108214 001 00701	602.98	175099
				Payment Amount			250.00	
				FREIGHT	PV	108214 003 00701	15.32	175099
				VALVE AUTO	PV	108216 001 00701	251.78	175152
				DRAIN				
				FREIGHT	PV	108216 002 00701	15.31	175152
				Payment Amount			885.39	
54333	11/09/10	2780	VALLEY NEWS GROUP	ADS:CRANK IT BACK 10/15/10	PV	108141 001 00101	210.00	101510
				ADS:QRTLTY	PV	108142 001 00101	120.00	102210
				TOUR: COMPOST				
				ADS:QRTLTY	PV	108142 002 00101	280.00	102210
				TOUR: COMPOST				
				Payment Amount			610.00	
54334	11/09/10	2456	VINCE BARNES AUTOMOTIVE	VEHICLE MAINT#801	PV	108146 001 00701	232.37	018013
				VEHICLE MAINT#866	PV	108147 001 00701	50.26	018018
				VEHICLE	PV	108148 001 00701	811.84	018021

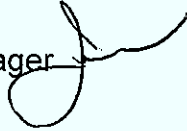
ITEM 01 B

Batch Number - 205307
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
Number	Date	Number				Number	Lim Co		Number
MAINT#859									
54335	11/09/10	2729	VULCAN MATERIALS CO.	Payment Amount	PV	108226	001 00701	1,094.47	258381
				10/19 HOT MIX ASPHALT				399.35	
Alt Payee VULCAN MATERIALS COMPANY FILE 55572 LOS ANGELES CA 90074-5572									
54336	11/09/10	3109	W. LITTEN	Payment Amount	PV	108184	001 00701	399.35	03201365
				0 RANCHO				3,840.10	
				10/17-10/23/1				3,590.05	03201366
				0 RANCHO				359.10	03201362
				9/19-9/25/10					
				ADJ LABOR RATES				287.20	03201363
				9/29-10/02/10					
				ADJ LABOR RATES				317.85	03201364
				10/3-10/9/10					
				ADJ LABOR RATES				510.00	35906
54337	11/09/10	3037	WAITE BROS. PLUMBING	Payment Amount	PV	108149	001 00701	8,394.30	
				PLUMBING REPR @TAPIA				510.00	
54338	11/09/10	3687	WATER ENVIRONMENT FEDERATION	Payment Amount	PV	108229	001 00701	267.00	102610
54339	11/09/10	18032	WATEREUSE RESEARCH FOUNDATION	Payment Amount	PV	108230	001 00701	1,200.00	100110
				SUBSC FEES CALENDAR'2010					
Payment Amount									1,200.00
Total Amount of Payments Written									114,129.20
Total Number of Payments Written									53

November 2, 2010

To: Payroll

From: John Mundy, General Manager 

Subject: Per Diem Request
October 2010

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

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

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

Name	Meeting Attendance	Rate	Total
Joseph Bowman	5	\$ 200.00	\$ 1,000.00
Charles Caspary	1	200.00	200.00
*Glen Peterson 4-LVMWD and 4-MWD	8	200.00	1,600.00
Lee Renger	6	200.00	1,200.00
Jeffery Smith	3	200.00	600.00

Thank you.

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

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

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

DATE: 10/26/10

TO: Kimmey Conklin, Las Virgenes Municipal Water District
Linda Casey-Hadlow, Las Virgenes Municipal Water District

FROM: Joseph M. Bowman
LVMWD Director, Division 4

SUBJECT: **Meeting Attendance Per Diem Request**

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

Date		Description
<u>12</u>		<u>LVMWD</u>
<u>19-20</u>		<u>DWR conf Long Beach</u>
<u>21</u>		<u>AWA</u>
<u>26</u>	<u>(5)</u>	<u>LVMWD</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

(Signed) Joseph Bowman
Joseph Bowman

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

DATE:

11/1/2010

TO:

Kimmey Conklin, Las Virgenes Municipal Water District
Linda Casey-Hadlow, Las Virgenes Municipal Water District

FROM:

Charles Caspary
LVMWD Director, Division 1

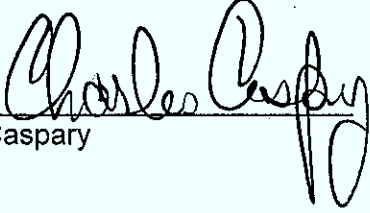
SUBJECT:

Meeting Attendance Per Diem Request

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

Date	Description
10/26/2010	①
_____	Reg LVMWD Bd Mtg
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(Signed)


Charles Caspary



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

DATE: Oct 2010
TO: Kimmey Conklin, Las Virgenes Municipal Water District
Linda Casey-Hadlow, Las Virgenes Municipal Water District
FROM: Glen Peterson
LVMWD Director, Division 2
SUBJECT: Meeting Attendance Per Diem Request

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

Date	Description
<u>4</u>	<u>LV JPA</u>
<u>6</u>	<u>MO SO CAL WATER COUNCIL</u>
<u>8</u>	<u>MO NATURAL COUNCIL + PROPS COUNCIL</u>
<u>11</u>	<u>MO COUNCIL</u>
<u>12</u>	<u>MO/CA BOARDS</u>
<u>21</u>	<u>LV AWA</u>
<u>24</u>	<u>MO/CA COUNCIL + BOV</u>
<u>2</u>	<u>MO TREE PEOPLE COUNCIL</u>

(8)

LVMWD
MWD

4
4
8

(Signed)


Glen Peterson



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

DATE: 10-26-10
TO: Kimmey Conklin, Las Virgenes Municipal Water District
Linda Casey-Hadlow, Las Virgenes Municipal Water District
FROM: Lee Renger
LVMWD Director, Division 3
SUBJECT: **Meeting Attendance Per Diem Request**

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

Date	Description
<u>10-4</u>	<u>JPA Board mtg</u>
<u>10-12</u>	<u>LVMWD " "</u>
<u>10-19</u>	<u>WEF Conference, Long Beach</u>
<u>10-20</u>	<u>" " " "</u>
<u>10-21</u>	<u>AWA mtg</u>
<u>10-26</u>	<u>LVMWD Board mts</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

(L)

(Signed) Lee Renger
Lee Renger

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

DATE: 10/26/10

TO: Kimmey Conklin, Las Virgenes Municipal Water District
Linda Casey-Hadlow, Las Virgenes Municipal Water District

FROM: Jeff Smith
LVMWD Director, Division 5

SUBJECT: **Meeting Attendance Per Diem Request**

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

Date	Description
<u>10/4/10</u>	<u>JPA</u>
<u>10/12/10</u>	<u>LVMWD</u>
<u>10/26/10</u>	<u>LVMWD</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(3)

(Signed) 
Jeff Smith



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Claim submitted by Peter Baker: Deny the claim submitted by Peter Baker.

SUMMARY:

On October 8, 2010, the District received a claim from Peter Baker of Chatsworth. Mr. Baker's automobile had damages in the estimated amount of \$721 when the water main near Las Virgenes Road and Agoura Road was punctured on August 12, 2010, causing damage his vehicle.

This is similar to the claim made by Robert Ball and denied by the Board on September 14, 2010. The responsible party is the contractor who was installing an electrical conduit for the City of Calabasas. The contractor installing the conduit was Terno Electric, headquartered in La Mirada, CA. The District is also filing a claim against the contractor for cost of repair and cost of water loss.

Staff has discussed the contractor's liability with Mr. Baker.

District Counsel concurs with the recommendation.

Prepared By: Sandra Hicks, Director of Finance and Administration

ATTACHMENTS:

[Peter Baker Claim](#)



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

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

Name of claimant: PETER BAKER

Address/location of accident or occurrence:

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

SAME AS ABOVE

Telephone numbers: Home (818) 668-7105 ; Work () _____

Please answer the following questions. If more space is required, please attach additional sheets. Make sure to reference the item number and sign and date the additions.

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

August 12TH 2010
Appx 11:20 - 12:00 NOON

2. Where did the damage or ~~injury~~ occur?

ON THE LAS VIRGENES ROAD
BY MACDONALDS RESTAURANT

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

FALLING ROCKS MIXED WITH MUD + WATER
FROM BROKEN MAIN WATER LINE

4. What damage or ~~injuries~~ do you claim?

MY TOYOTA WAS DAMAGED ON THE ROOF + HOOD.

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 or names of the District employee or employees causing the injury, damage or loss, if known?

NONE

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?

u/k

8. What is the amount of claim to date – actual? (Bills verifying such amounts may be required)

u/k/NONE

9. What is the amount of claim to completion date? (Estimates verifying such amounts may be required. Three (3) estimates are recommended.)

PLEASE. SEE V.I.P. AUTO BODY ESTIMATE

9. Other details? (Names, addresses of witnesses, doctors and hospitals)

NONE

Peter Baker

Signature of Claimant or Person Acting on Claimant's Behalf

10-3-2010

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: 10/08/2010 Time: 3:00pm Recorded by: Klonklyn

Date: 8/12/2010 12:26 PM
 Estimate ID: 3
 Estimate Version: 0
 Preliminary
 Profile ID: VIP Standard

V.I.P. Auto Body

9934 CANOGA AVE., CHATSWORTH, CA 91311

Damage Assessed By: TERRY MILLER

Deductible: UNKNOWN

Owner: PETER BAKER

Mitchell Service: 910698

Description: 2007 Toyota Camry LE
 Body Style: 4D Sed Drive Train: 3.5L Inj 6 Cyl 6A FWD
 VIN: 4T1BK46K17U042758 License: 5ZXU461 CA
 OEM/ALT: O Search Code: None
 Options: VEHICLE ANTI-THEFT, PASSENGER AIRBAG, DRIVER SIDE AIRBAG, POWER DRIVER SEAT
 POWER LOCK, POWER WINDOW, REAR WINDOW DEFOGGER, MANUAL AIR CONDITION
 CRUISE CONTROL, TILT STEERING COLUMN, ANTI-LOCK BRAKE SYS.
 TIRE INFLATION/PRESSURE MONITOR, REMOTE FUELDOR RELEASE, CD PLAYER
 POWER ADJUSTABLE EXTERIOR MIRROR, FRONT AIR DAM, FIRST ROW BUCKET SEAT
 SECOND ROW BENCH SEAT, KEYLESS ENTRY, SECOND ROW FOLDING SEAT
 OUTSIDE TEMPERATURE GAUGE, CLOTH SEAT, ULEV/SULEV/ZLEV EMISSIONS
 VARIABLE ASSISTED STEERING, TACHOMETER, SIDE AIRBAGS, AUTOMATIC HEADLIGHTS
 SIDE HEAD CURTAIN AIRBAGS, REMOTE DECKLID OR TAILGATE RELEASE, MP3 PLAYER
 DAYTIME RUNNING LIGHTS

"All crash parts on this estimate are "new" original equipment manufacturer parts, unless otherwise specified. Parts described as rechromed, recored, remanufactured or reconditioned are considered "rebuilt" parts. Crash parts described as "quality replacement parts" are non-original equipment manufacturer aftermarket new parts."

Line Item	Entry Number	Labor Type	Operation	Line Item Description	Part Type/ Part Number	Dollar Amount	Labor Units
1	002710	BDY	REPAIR	Roof Panel	Existing		2.0*
2	AUTO	REF	REFINISH	Roof Panel			C 3.0
3	002971	BDY	REMOVE/INSTALL	R Roof Drip Moulding			0.4
4	002972	BDY	REMOVE/INSTALL	L Roof Drip Moulding			0.4
5	002739	BDY	REMOVE/REPLACE	R Roof Moulding Clip 2@1.17	75561-33030	2.34	
6	002740	BDY	REMOVE/REPLACE	L Roof Moulding Clip 2@1.17	75561-33030	2.34	
7	900500	REF *	REFINISH/REPAIR	Blend paint	Existing		2.0*
8	AUTO	REF	ADD'L OPR	Clear Coat			1.2*
9	933003	REF	ADD'L OPR	Tint Color			0.5*
10	AUTO	REF	ADD'L OPR	Finish Sand And Buff			0.9
11	933018	REF	ADD'L OPR	Mask For Overspray		7.50 *	0.5*
12	AUTO		ADD'L COST	Paint/Materials		201.00 *	
13	AUTO		ADD'L COST	Shop Materials		3.00 *	
14	AUTO		ADD'L COST	Hazardous Waste Disposal		5.00 *	

ESTIMATE RECALL NUMBER: 08/12/2010 12:26:42 3

Mitchell Data Version: OEM: JUL_10_V UltraMate is a Trademark of Mitchell International
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* - Judgment Item
 C - Included in Clear Coat Calc

Estimate Totals

I. Labor Subtotals	Units	Rate	Add'l Labor Amount	Sublet Amount	Totals	II. Part Replacement Summary	Amount
Body	2.8	44.00	0.00	0.00	123.20	Taxable Parts	4.68
Refinish	8.1	44.00	7.50	0.00	363.90	Sales Tax @ 9.750%	0.46
Non-Taxable Labor					487.10	Total Replacement Parts Amount	5.14
Labor Summary	10.9				487.10		
III. Additional Costs					Amount	IV. Adjustments	Amount
Taxable Costs					204.00	Customer Responsibility	0.00
Sales Tax @ 9.750%					19.89		
Non-Taxable Costs					5.00		
Total Additional Costs					228.89		
Paint Material Method: Rates Init Rate = 30.00 , Init Max Hours = 99.9, Addl Rate = 0.00							
						I. Total Labor:	487.10
						II. Total Replacement Parts:	5.14
						III. Total Additional Costs:	228.89
						Gross Total:	721.13
						IV. Total Adjustments:	0.00
						Net Total:	721.13

This is a preliminary estimate.
Additional changes to the estimate may be required for the actual repair.



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject: ACWA Health Benefits Authority (HBA) Election Ballot

SUMMARY:

On October 8, 2010, Las Virgenes MWD received notification from ACWA requesting consideration and voting for candidates to serve on the ACWA HBA Board of Directors. Voting by ballot for one (1) nominee in Northern region - Agency with less than 20 participating employees; Northern region - general, two (2) nominees; Southern - Agency with less than 20 participating employees, one (1) nominee; and Southern region - general, two (2) nominees.

RECOMMENDATION(S):

The Board of Directors to recommend nominees within each geographical area; and authorize the General Manager to execute the agency voting ballot with the HBA Inspector of Election no later than Monday, November 22, 2010.

FINANCIAL IMPACT:

None.

Prepared By: Kimmey Conklin, Executive Assistant/Clerk of the Board

ATTACHMENTS:

[ACWA HBA Ballot](#)

[Valley Center Water District Letter of Support Merle Aleshire](#)

[Cucamonga Valley Water District Letter of Support Randall Reed](#)



**ACWA
Health Benefits
Authority**

*Rec'd 10/08/10
Kc*

IT'S TIME TO VOTE!



**ACWA Health Benefits Authority
Board of Directors**

ELECTION FORMS ENCLOSED

Please take a moment to cast your vote

**Ballots to be received during the period of
October 25, 2010 to November 23, 2010**

**Please use the enclosed envelope
and do not return them to the ACWA HBA office**

*Thank you for your continuing participation
and engagement in the ACWA HBA plans*

ASSOCIATION OF CALIFORNIA WATER AGENCIES
HEALTH BENEFITS AUTHORITY

BALLOT - PAGE A

This Ballot is to vote on the selection of the HBA Board of Directors as provided in Article III, Section 8 of the HBA Bylaws Amended and Restated as of June 1, 2010. For this election to be valid, the HBA Inspectors of Election must receive properly completed Ballots during the Balloting Period from no less than 20% of the HBA Membership.

This entire Ballot is comprised of two separate pages, Page A and Page B. Please follow the instructions below to ensure that your Ballot is properly cast and valid.

1. Ballot Page A - fill in the information block indicating your Agency name and address.
2. Ballot Page A - must be signed by the designated Agency Representative (the General Manager or other person that was appointed by the Agency).
3. Ballot Page B - mark your selection for Directors according to each geographical area. Do not place your signature or Agency name on Ballot Page B.
4. Place the entire Ballot comprised of both Ballot Page A and Ballot Page B in the envelope provided. The entire Ballot must be received by the HBA's Inspector of Election during the Balloting Period which begins on October 25, 2010, and ends at 5:00 P.M. on November 23, 2010. The sealed envelope containing the entire Ballot may be mailed or hand-delivered to:

Bruce McLaughlin, HBA Inspector of Election
Braun Blaising McLaughlin, P.C.
915 L Street, Suite 1270
Sacramento, CA 95814

This information block must be completed in order for this Ballot to be valid.	
Agency name	
Agency address	
Agency representative (printed)	
Agency representative (signature)	

The Ballots shall be counted publicly by the Inspectors of Election at 10:00 A.M. on December 9, 2010 at:

Braun Blaising McLaughlin, P.C.
915 L Street, Suite 1270
Sacramento, CA 95814

ASSOCIATION OF CALIFORNIA WATER AGENCIES
HEALTH BENEFITS AUTHORITY

BALLOT - PAGE B

Mark your selection for Directors according to each geographical area. Do not place your signature or Agency name on this Ballot Page B.

Northern region - Agency with less than 20 participating employees

Vote for no more than 1 nominee

Rick Gilmore, Byron-Bethany Irrigation District

Northern region – general

Vote for no more than 2 nominees

E. G. "Jerry" Gladbach, ACWA JPIA (bio included)

Bette Boatman, Contra Costa WD (bio included)

Southern - Agency with less than 20 participating employees.

Vote for no more than 1 nominee

Robert Wilson, La Habra Heights CWD (bio included)

Southern region – general

Vote for no more than 2 nominees

Merle Aleshire, Valley Center MWD (bio included)

Robert Moore, South Coast WD

Randall Reed, Cucamonga Valley WD

Howard Williams, Vista ID (bio included)

E.G. "Jerry" Gladbach

27491 Hillcrest Place / Valencia, CA 91354
Phone: (661) 297-2200 / Email: ejglad@aol.com

EXPERIENCE / COMMITMENT / DEDICATION

PROFESSIONAL / COMMUNITY EXPERIENCE

ACWA – Joint Powers Insurance Authority

<i>Executive Committee</i>	2006 – present
	2002 – 2003
<i>Chair, Building and Property Ad Hoc Committee</i>	2008 – present
<i>Chair, Liability Sub-Committee</i>	2007 – present
<i>Board of Directors</i>	2002 – present

Association of California Water Agencies (ACWA)

<i>President</i>	2004 – 2005
<i>Vice President</i>	2002 – 2003
<i>Chair, Region 8</i>	1998 – 2001
<i>Board of Directors</i>	1998 – present
<i>Chair, Energy Committee</i>	1982 – 1989
	2006 – 2007

Castaic Lake Water Agency

<i>Board of Directors</i>	1985 – present
<i>President</i>	1987 – 1990
<i>Chair, Water Resources Committee</i>	2003 – present
<i>Chair, Finance, Administration, PR Committee</i>	1991 – 2002

LAFCO – Los Angeles

<i>Chair</i>	2006 – present
<i>First Vice-Chair</i>	2005 – 2006
<i>Commissioner</i>	2002 – present
<i>Alternate Commissioner</i>	2001 – 2002

California Association of LAFCOs

<i>Treasurer</i>	2008 – present
<i>Member, Board of Directors</i>	2005 – present

Water Education Foundation, Board of Directors 1987 – 2009

Los Angeles Department of Water and Power

Leadership in Engineering, Management, Environmental Planning / retired after 35 years

Past Member, United States EPA Groundwater Task Force

Past Advisor to U.S. Commission on Water Quality

Past Member, Advisory Committee, California Polytechnic State University,

San Luis Obispo, Civil and Environmental Engineering

Professional Engineer, Registered in California

Life Member, American Society of Civil Engineers

Master of Science Degree In Civil Engineering / Water Resources

PERSONAL

Married with 3 children, and 6 grandchildren, I have lived in the Santa Clarita Valley over 40 years and have been devoted to community service for that entire period.



Bette Boatmun, Director, Division 4

Bette Boatmun was elected to the Contra Costa Water District Board of Directors in 1974, representing Pittsburg, Antioch, and the northeast portion of Concord. She served as president of the Board of Directors from 1990 to 1992, and vice president from 1981 to 1989. She is the former executive director of the YWCA of Contra Costa County, and continues to be active in a number of community organizations, including the Concord American Association of University Women, Sons of Italy, and Soroptomist International. She is a member of the Board of Directors for the Kennedy King Scholarship Foundation and Gallery Concord. In 2002 and 2003, she was president of the Association of California Water Agencies (ACWA), a statewide organization that represents approximately 90 percent of the water delivered in California, and is past chair of ACWA Region 5. She currently holds chair positions on the Governing Board of East County Water Management Association and the Contra Costa Special Districts' Association and is past chair of the Sanitation & Water Agencies of Contra Costa County. In March 2001, Ms. Boatmun was honored as the California State Assembly's "Woman of the Year" for the 11th Assembly District.

Ms. Boatmun has a Bachelor of Science degree from Russell Sage College, Troy, New York, and a Master of Education from Holy Names College, Oakland, California. She was a teacher in public schools in California and New York and a consultant for the Job Corps.



June 2009

ROBERT C. WILSON

CANDIDATE FOR DIRECTOR TO THE BOARD OF A.C.W.A. HEALTH BENEFIT
AUTHORITY

I would like to introduce myself. My Name is Robert C. Wilson. I have lived in California for over the past sixty years and my wife Cheryl and I have lived in La Habra Heights for the past 35 years. I have been a Director on the board of the La Habra Heights County Water District for the past 12 years.

In my professional career I worked for the Santa Fe Springs Fire Department for over 35 years, The last eight years as Fire Chief. As Fire Chief I was responsible for a department of over 100 employees in 6 divisions. As Fire Chief I was also responsible for a 12 million dollar budget. I also hold A California teaching credential and was on the faculty of Rio Hondo Collage in Whittier California.

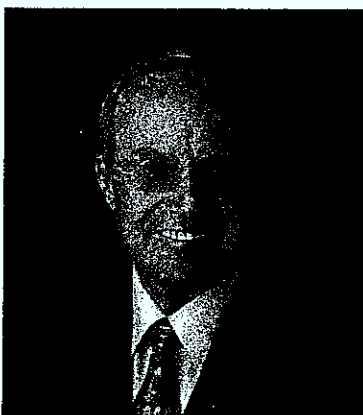
With over 40 years of municipal government experience I feel that experience will be helpful as a board member.

Thanking you in advance for your support.

CANDIDATE STATEMENT: ACWA-HBA Board of Directors

Merle J. Aleshire, Ph.D.

My background has required me to develop skills that I believe can help guide the new ACWA-Health Benefits Authority. The ACWA-HBA is a joint powers risk sharing pool that will face significant challenges with the new federal health care program. My goal will be to help provide comprehensive health care options for all of our agencies at the most affordable cost.



I currently serve on the Board of Directors for the Valley Center Municipal Water District. I am past Chairman of Region 10 for the Association of California Water Agencies (ACWA) that includes agencies throughout San Diego and Orange Counties. As the Region Chair, I also served on the Board of Directors for ACWA.

Most recently, I served for six years on the Executive Committee for the ACWA-Joint Powers Insurance Authority (JPIA). ACWA-JPIA is also a risk sharing pool that provides property, liability and workers compensation insurance to nearly 300 water agencies and irrigation districts throughout California. This prior service with the ACWA-JPIA risk sharing pool provides me with directly related experience to serve the ACWA-Health Benefits Authority.

I am a retired aerospace executive after 33 years in research, development and senior management positions for the General Dynamics Corporation. I conducted various studies for the Department of Defense and published numerous papers on weapon systems and space vehicles. I was an original developer of the Tomahawk Cruise Missile.

My civic duties have included; President of the Escondido Union School District Board of Education, President of the Boys & Girls Club, Board of Directors for the March of Dimes, Vice Chairman of the Palomar Council of the Boy Scouts of America, President of the Association of Resident Owners in Hidden Meadows and a founding member of the Hidden Meadows Community Foundation.

I have degrees in electrical engineering, mathematics, digital processes & control systems, leadership and human behavior. I own and operate a grain farm in Illinois. I am also a private pilot with hobbies of hunting, fishing, golfing and outdoor activities.

My technical education and many years in research & development required me to develop skills required to solve difficult problems. These skills plus my previous experience with risk sharing pools is the expertise I offer to ACWA-HBA. I believe that will be most important as we work through the many complexities in implementing the new federal health care legislation.

I am asking for your support.

Merle Aleshire



HOWARD WILLIAMS BIO

Howard Williams has served on the Vista Irrigation District Board of Directors since July 31, 1991. He is currently serving his fourth term as Board President. In addition to serving as Board President, Mr. Williams has been VID's representative to the San Diego County Water Authority since 1994. He serves as chair of the District's Warner Ranch Committee and is also a member of the Fiscal Policy Committee.

From 1983 to 1989, Mr. Williams served as Vice-President of Communications of the Southern California Physicians Insurance Exchange, a physician-owned medical malpractice insurance company. Mr. Williams has a degree in journalism from the University of Southern California, and is an award-winning trailblazer in television editorials. He worked for 25 years in United Press International, television and newspapers and won an Emmy for his on-air editorials at Channel 2 in Los Angeles. Williams is also a member of the Palomar Airport Advisory Committee.



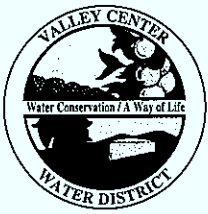


Association of California Water Agencies

Leadership Advocacy Information *Since 1910*

910 K Street, Suite 100, Sacramento, California 95814-3577

Bruce McLaughlin,
HBA Inspector of Election
Braun Blaising McLaughlin, P.C.
915 L Street, Suite 1270
Sacramento, CA 95814



VALLEY CENTER WATER DISTRICT

A Public Agency Organized July 12, 1954

Rec'd 10/08/10
ka
Board of Directors
Gary A. Broomell
President
Robert A. Polito
Vice President
Merle J. Aleshire
Director
Charles W. Stone, Jr.
Director
Randy D. Haskell
Director

AN OPEN LETTER TO ACWA HBA MEMBERS IN SUPPORT OF ELECTING

Merle Aleshire, HBA Board of Directors

Valley Center Municipal Water District is proud to support and endorse the election of **Dr. Merle J. Aleshire** to the newly forming ACWA Health Benefits Authority Board of Directors.


This endorsement is made with the confidence that Merle will bring a wealth of local water agency, ACWA, ACWA - JPIA and real-world private sector experience to the new ACWA HBA Board.

In his 13 years on the VCMWD Board, Merle has been an active leader and contributor to our issues and initiatives. Beyond his local role, Merle has served as ACWA Region 10 Chair and Vice Chair, member of the ACWA Board of Directors, and most recently as a member of the ACWA – JPIA Executive Committee.

Prior to coming to the water world, Merle worked for over 33 years as an aerospace executive and was very active in civic affairs, including the local elementary school board, Boys and Girls Club, March of Dimes and Boy Scouts.

As is born out by his attached candidate statement, Merle understands water, ACWA, business and giving back to the community. Most critically for the issue at hand, Merle understands the principles and keys to operating insurance risk pools which is now a central part of the ACWA HBA operation and responsibility.

Hopefully as an ACWA HBA member, you will see the wisdom of putting Merle's experience and directly related expertise to work helping the new ACWA HBA deal with the future health care challenges for ACWA and its member agencies.

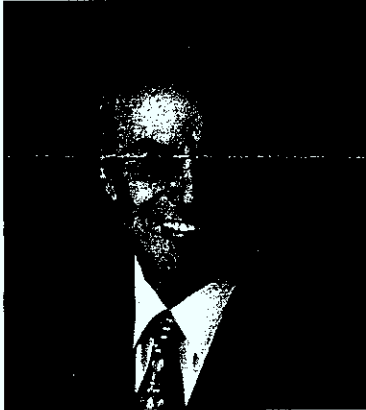

Gary A. Broomell
President, Board of Directors


Gary Arant
General Manager

CANDIDATE STATEMENT: ACWA-HBA Board of Directors

Merle J. Aleshire, Ph.D.

My background has required me to develop skills that I believe can help guide the new ACWA-Health Benefits Authority. The ACWA-HBA is a joint powers risk sharing pool that will face significant challenges with the new federal health care program. My goal will be to help provide comprehensive health care options for all of our agencies at the most affordable cost.



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Most recently, I served for six years on the Executive Committee for the ACWA-Joint Powers Insurance Authority (JPIA). ACWA-JPIA is also a risk sharing pool that provides property, liability and workers compensation insurance to nearly 300 water agencies and irrigation districts throughout California. This prior service with the ACWA-JPIA risk sharing pool provides me with directly related experience to serve the ACWA-Health Benefits Authority.

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My civic duties have included; President of the Escondido Union School District Board of Education, President of the Boys & Girls Club, Board of Directors for the March of Dimes, Vice Chairman of the Palomar Council of the Boy Scouts of America, President of the Association of Resident Owners in Hidden Meadows and a founding member of the Hidden Meadows Community Foundation.

I have degrees in electrical engineering, mathematics, digital processes & control systems, leadership and human behavior. I own and operate a grain farm in Illinois. I am also a private pilot with hobbies of hunting, fishing, golfing and outdoor activities.

My technical education and many years in research & development required me to develop skills required to solve difficult problems. These skills plus my previous experience with risk sharing pools is the expertise I offer to ACWA-HBA. I believe that will be most important as we work through the many complexities in implementing the new federal health care legislation.

I am asking for your support.

Merle Aleshire



CUCAMONGA VALLEY WATER DISTRICT

*Reed 10/29/10
Ke*

10440 Ashford Street
Rancho Cucamonga, CA 91730-2799
(909) 987-2591 Fax (909) 476-8032

ROBERT A. DeLOACH
Secretary / General Manager/CEO

October 21, 2010

John Mundy
Las Virgenes MWD
4232 Las Virgenes Rd
Calabasa, CA 91302-1994

Dear John Mundy,

On July 27, 2010 the Cucamonga Valley Water District (CVWD) Board of Directors unanimously voted to support President Randall Reed's nomination for the Association of California Water Agencies Health Benefits Authority (ACWA/HBA).

President Randall Reed has a strong interest in issues concerning ACWA/HBA. His leadership and background experience make him an excellent choice to represent ACWA/HBA. We believe he will make an excellent candidate to serve on the HBA Board of Directors. Attached is his candidate statement, which details his many achievements and demonstrates his ability to provide solid consistent leadership to the Health Benefits Authority.

You should be receiving your ballot shortly from ACWA/HBA, when you do we urge you and your Board of Directors to support President Randall Reed by putting a check by his name. Should you have any questions regarding this information please contact me at (909) 987-2591.

Respectfully,

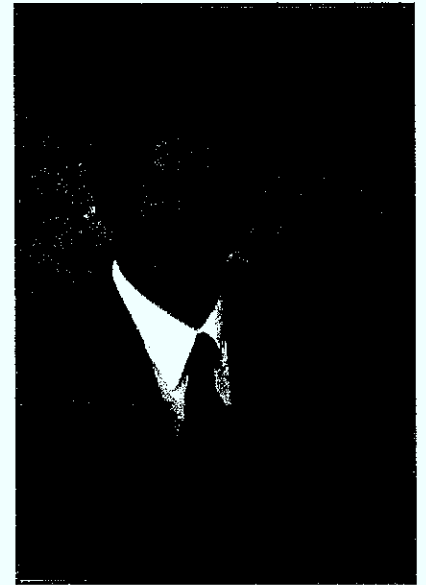
Robert A. DeLoach
General Manager/CEO

Randall Reed
Candidate Statement
Association of California Water Agencies–Health Benefit Authority

Hello,

My name is Randall Reed and I am a candidate for the position on the Association of California Water Agencies, Health Benefit Authority (ACWA/HBA) Board of Directors.

The cost of health care benefits are continuing to rise and managing these cost is critical for water agencies throughout the state. As a member of the HBA I will work diligently to oversee the plans, rates, and budgets of the ACWA/HBA to ensure our membership's needs are met.



I was elected to the Board of Directors in November 2003 and I am currently serving in the capacity as President. My years of experience serving on the CVWD Board of Directors, Finance Committee has provided me with a solid foundation to provide the oversight and expertise that this position requires.

Professionally, I have worked over the past 15 years in the wastewater management field as an electrical and instrumentation supervisor. I have a Bachelor of Arts degree in Information Management Systems from California State University San Bernardino and have been an active member in the Association of California Water Agencies, California Special Districts and the California Water Environment Association.

I believe my experience and leadership qualify me as an excellent candidate to represent the vast diversity of water agencies throughout the state. I look forward to the opportunity to work with and serve each of our member organizations.

Randall James Reed
ITEM 7A



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject: Annual Report: Records Review and Destruction

SUMMARY:

Pursuant to Title 2, Section 2-8.307, of the Las Virgenes Code, the Secretary is required to report at least annually, in writing, to the Board of Directors at a public meeting concerning District records. A records retention schedule is maintained by the Executive Assistant/Clerk of the Board, which has been approved by the Board. A list of documents to be destroyed was presented to Legal Counsel, Department Heads, the General Manager and the Secretary for review, and has been approved. The destruction list is in accordance with the District's records retention schedules and the Las Virgenes Code.

The proposed listing of records scheduled for destruction in November 2010 is included within the agenda as reference.

RECOMMENDATION(S):

Authorize the destruction of records as presented.

FINANCIAL IMPACT:

Funds are available in Records Management account 701121.6235 for shredding services, which has a historical annual average cost of \$350.00.

Prepared By: Kimmey Conklin, Executive Assistant/Clerk of the Board

ATTACHMENTS:

[Annual Records Destruction Listing](#)

AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010

DEPARTMENT: General Manager / Administration		DATE: August 17, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
18	G-2010-06	SUBJECT AND CORRESPONDENCE ADM-1-1 Leak Adjustment Policy	2 AR ✓	1/1/2004 12/31/2004	ke
		ADM-1-1 Remittance Processor		1/1/1991 12/31/1991	
		ADM-1-3 U.S. Census Survey		1/1/2001 12/31/2001	
		ADM-2 Green, Leonard (Green Lakes re: Water Theft & Related) 1985-87		1/1/1985 12/31/1987	
		ADM-3-1 Environmental Protection Agency Tapia Sewage Sludge Annual Rpts 1995		1/1/1995 12/31/1996	
		ADM-3-2 California Department of Health Services		1/1/2002 12/31/2002	
		ADM-3-2 California Regional Water Quality Control Board - Coliform Controversy 1979		1/1/1979 12/31/1979	ke
The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.					
APPROVALS:					
DEPARTMENT HEAD: <i>Clark</i>		DATE: 09/09/10		GENERAL MANAGER: <i>John R. Munday</i>	
				DATE: 9/16/10	

AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010

DEPARTMENT: General Manager / Administration		DATE: August 17, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
GM 18	G-2010-07	SUBJECT AND CORRESPONDENCE	2 AR ✓		
		ADM-3-2 California Regional Water Quality Control Board - Correspondence 1976		1/1/1976	12/31/1976 <i>ke</i>
		ADM-3-2 CRWQCB - Correspondence 1980 January-February		1/1/1980	2/29/1980
		ADM-3-2 CRWQCB - Correspondence 1980 March-April		3/1/1980	4/30/1980
		ADM-3-2 CRWQCB - Correspondence 1980 May-Dec		5/1/1980	12/31/1980
		ADM-3-2 CRWQCB - Correspondence 1981-86		1/1/1981	12/31/1986
		ADM-3-2 CRWQCB - Correspondence / Reports 1976		1/1/1976	12/31/1976
		ADM-3-2 CRWQCB - Correspondence / Reports 1977		1/1/1977	12/31/1977
		ADM-3-2 CRWQCB - Correspondence / Reports 1978		1/1/1978	12/31/1978
		ADM-3-2 CRWQCB - Correspondence / Reports 1979		1/1/1979	12/31/1979
		ADM-3-2 CRWQCB - Correspondence / Reports 1980		1/1/1980	12/31/1980
		ADM-3-2 CRWQCB - Correspondence / Reports 1981		1/1/1981	12/31/1981
		ADM-3-2 CRWQCB - Correspondence / Reports 1982		1/1/1982	12/31/1982
		ADM-3-2 CRWQCB - Injunction Against 80-9 (Superior Court) '80		1/1/1980	12/31/1980
		ADM-3-2 CRWQCB - Order 80-9 (2/25/80)		2/25/1980	2/25/1980 <i>ke</i>
<p><i>The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.</i></p>					
APPROVALS:					
DEPARTMENT HEAD: <i>Clint Donahoe</i>		DATE: <i>09/09/10</i>		GENERAL MANAGER: <i>John R. Munder</i>	
				DATE: <i>9/16/10</i>	

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: General Manager / Administration		DATE: August 17, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
GM-18	G-2010-08	SUBJECT AND CORRESPONDENCE ADM-3-2 California Regional Water Quality Control Board - Reclaimed Water Standards ADM-3-2 CRWQCB, Los Angeles Region 1969-72 ADM-3-2 CRWQCB - Restraining Order Against 80-9 1980 ADM-3-2 California State - EPA Toxic Substances California State Department of Water Resources 1977-78 California State Water Resources Control Board - Appeal - 1980 #1 California State Water Resources Control Board - Appeal - 1980 #2 California State Water Resources Control Board - Appeal - Frommhagen 1980 California State Water Resources Control Board - Appeal - Monte Nido VPOA 1980 California State Water Resources Control Board - Appeal - Montgomery Input 1980 California State Water Resources Control Board - Appeal - A.B.C.D. 1980 No. 1 California State Water Resources Control Board - Appeal - A.B.C.D. 1980 No. 2	2 AR ✓	1/1/1975 12/31/1979 1/1/1969 12/31/1972 1/1/1980 12/31/1980 1/1/2007 12/31/2007 1/1/1977 12/31/1978 1/1/1980 12/31/1980 1/1/1980 12/31/1980 1/1/1980 12/31/1980 1/1/1980 12/31/1980 1/1/1980 12/31/1980 1/1/1980 12/31/1980 1/1/1980 12/31/1980 1/1/1980 12/31/1980	KE KE

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *Donelin*

GENERAL MANAGER: *John R. Munday*

DATE: 09/09/10 DATE: 9/16/10

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: General Manager / Administration		DATE: August 10, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
GM-18	G-2010-09	SUBJECT AND CORRESPONDENCE	2 AR ✓		
		ADM-3-2 Non-NPDES Order #79-107 RLV Annual Rpts		1/1/1996	12/31/1996 <i>ke</i>
		ADM-3-2 Non-NPDES Order #79-107 RLV Monthly Rpts 2002-2003		1/1/2002	12/31/2003
		ADM-3-2 Department of Industrial Relations Elevator Permit		1/1/2006	12/31/2006
		ADM-3-2 Constructed Wetlands Order No. R4-2002-158, CI 8475 Annual Reports		1/1/2007	12/31/2007
		ADM-3-2 California State Water Resources Control Bd. - Review of Order No. 77-54		1/1/1977	12/31/1977
		ADM-3-2 California State Water Resources Control Board - Request for Stay Order		1/1/1980	12/31/1980
		ADM-3-2 California State Water Resources Control Board - Creek Monitoring Study 5/8/76 - 5/8/79		1/1/1976	12/31/1979
		ADM-3-2 California State Water Resources Control Board - Creek Discharge Transcript - State Board 11/17/85		1/1/1985	12/31/1985
		ADM-3-2 California State Water Resources Control Board - Creek Discharge Transcript - Reg. Board 8/23/76		1/1/1976	12/31/1976
		ADM-3-2 California State Water Resources Control Board - Creek Discharge Transcript - Reg. Board 4/25/77		1/1/1977	12/31/1977
		ADM-3-2 California State Water Resources Control Board - Creek Discharge Transcript - Reg. Board 2/28/1977		1/1/1977	12/31/1977
		ADM-3-2 California State Water Resources Control Board - Creek Environmental Review 1977		1/1/1977	12/31/1977 <i>ke</i>

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *K Conklin*

DATE: 09/09/10

GENERAL MANAGER:

John R. Munday DATE: 9/16/10

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: General Manager / Administration		DATE: August 10, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
GM-18	G-2010-10	SUBJECT AND CORRESPONDENCE	2 AR ✓		
		ADM-3-2 Non-NPDES Order No. 79-107 RLV Monthly Rpts 2006-2007		1/1/2006	12/31/2007
		ADM-3-2 Non-NPDES Order No. 79-107 RLV Monthly Rpts 2004-2005		1/1/2004	12/31/2005
		ADM-3-2 Non-NPDES Permit No.64-104 Reclaimed Water Qtrly Rpts 2001-2003		1/1/2001	12/31/2003
		ADM-3-2 Non-NPDES Permit No.64-104 Reclaimed Water Qtrly Rpts 2004-2005		1/1/2004	12/31/2005
		ADM-3-2 Non-NPDES Permit No.64-104 Reclaimed Water Qtrly Rpts 2006-2007		1/1/2006	12/31/2007
		ADM-3-2 NPDES Permit No. CA0056014 Discharge Monitoring Rpt 2006		1/1/2006	12/31/2006
		ADM-3-2 NPDES Permit No. CA0056014 Effluent Disposal Monthly Rpt 2004		1/1/2004	12/31/2004
		ADM-3-2 NPDES Permit No. CA0056014 Effluent Disposal Monthly Rpt 2005		1/1/2005	12/31/2005

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *Conklin*

DATE: 09/09/10

GENERAL MANAGER: *John R. Munday*

DATE: 9/16/10

**REQUEST FOR
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Onsite Destruction - 2010**

DEPARTMENT: General Manager / Administration		DATE: August 10, 2010				
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	SUBJECT AND CORRESPONDENCE	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
GM-18	G-2010-11			2 AR ✓		
		ADM-3-2 NPDES Permit No. CA0056014 Effluent Disposal Monthly Rpts 2006	ADM-3-2 NPDES Permit No. CA0056014 Effluent Disposal Monthly Rpts 2006		1/1/2006 12/31/2006	ke
		ADM-3-2 NPDES Permit No. CA0056014 Effluent Disposal Monthly Rpts 2007	ADM-3-2 NPDES Permit No. CA0056014 Effluent Disposal Monthly Rpts 2007		1/1/2007 12/31/2007	
		ADM-3-2 NPDES Permit No. CA0056014 Workplans	ADM-3-2 NPDES Permit No. CA0056014 Workplans		1/1/2006 12/31/2006	
		ADM-3-2 NPDES Permit No. CA0056014, CI 4760 & CA0064271, CI-8059 2003-2004	ADM-3-2 NPDES Permit No. CA0056014, CI 4760 & CA0064271, CI-8059 2003-2004		1/1/2003 12/31/2004	
		ADM-3-2 NPDES Permit No. CA0064271 Annual Rpts	ADM-3-2 NPDES Permit No. CA0064271 Annual Rpts		1/1/2004 12/31/2005	
		ADM-3-2 NPDES Permit No. CA0064271, Order Nos. 99-066, 00-046 1999 - 2006	ADM-3-2 NPDES Permit No. CA0064271, Order Nos. 99-066, 00-046 1999 - 2006		1/1/1999 12/31/2006	
		ADM-3-2 NPDES Permit No. CAG994001 Tapia Groundwater Qtrly Rpts 2000-2002	ADM-3-2 NPDES Permit No. CAG994001 Tapia Groundwater Qtrly Rpts 2000-2002		1/1/2000 12/31/2002	
		ADM-3-2 NPDES Permit No. CAG994001 and No. CAG994004 Tapia Groundwater Qtrly Rpts 2003-	ADM-3-2 NPDES Permit No. CAG994001 and No. CAG994004 Tapia Groundwater Qtrly Rpts 2003-		1/1/2003 12/31/2004	
		ADM-3-2 NPDES Permit No. CAG994004 Tapia Groundwater Qtrly Rpts 2005-2006	ADM-3-2 NPDES Permit No. CAG994004 Tapia Groundwater Qtrly Rpts 2005-2006		1/1/2005 12/31/2006	ke

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *S. Clark*

DATE: 09/09/10

GENERAL MANAGER:

DATE: 9/16/10

**REQUEST FOR
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DEPARTMENT: General Manager / Administration		DATE: August 10, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
GM 18	G-2010-12	SUBJECT AND CORRESPONDENCE ADM-3-3 L.A. County - Lighting Maintenance Dist. 1687 Negotiated Tax Exchange	2 AR ✓	1/1/2006 12/31/2006	Ke
		ADM-3-3 LAFCO 1998-2006		1/1/1998 12/31/2006	
		ADM-3-3 Los Angeles, County of - Dept of Auditor-Controller		1/1/2001 12/31/2007	
		ADM-3-3 Los Angeles, County of - Dept. of Health Services - Rancho Permit 2001		1/1/2006 12/31/2006	
		ADM-3-3 SCAQMD Software Submittals 2005		1/1/2005 12/31/2006	
		ADM-3-4 MWD - Bay Delta Information No. 1		1/1/1987 12/31/1990	
		ADM-3-4 MWD - Bay Delta Information No. 2		1/1/1990 12/31/1990	
		ADM-3-4 MWD - Peripheral Canal 1979		1/1/1979 12/31/1979	
		ADM-3-4 MWD - Peripheral Canal 1980		1/1/1980 8/31/1980	
		ADM-3-4 MWD - Peripheral Canal 1980 SEPT		9/1/1980 9/30/1980	
		ADM-3-4 MWD - Peripheral Canal 1980 OCT-DEC		10/10/1980 12/31/1980	
		ADM-3-4 MWD - Peripheral Canal 1981		1/1/1981 12/31/1981	Ke

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: Clare Condekin DATE: 09/09/10 GENERAL MANAGER: John R. Munder DATE: 9/16/10

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: General Manager / Administration		DATE: June 29, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
GM-7	G-2010-01	CONTRACT FILES CON-1 District Contracts and Agreements: Kennedy/Jenks/Chilton EIR	CM+10 ✓	10/26/1987 2/2/1989	KE
GM 18		SUBJECT AND CORRESPONDENCE ADM-2 Interagency Service Evaluation & Benchmarking Study for TSD 2000 ADM-3-2 California Regional Water Quality Control Board - Cease and Desist March 1980 ADM-3-4 MWD Water District - Revenue Design Study - 1992 ADM-3-4 Tapia / Certification ADM-3-4 TRIUNFO Sanitation District - Joint Facility Study - Kimberly Tank BRD-1-1 Board Policy Statements 1982 BRD-1-1 Brown, Ralph M. Act - Users Guide BRD-1-1 Ethics BRD-1-2 Friedl, Jim - Correspondence	2 AR ✓	1/1/2000 12/31/2000 1/1/1980 12/31/1983 1/1/1992 12/31/1992 1/1/1998 12/31/1998 1/1/2005 12/31/2005 1/1/1982 12/31/1982 1/1/1990 12/31/1990 1/1/2006 12/31/2006 1/1/2006 12/31/2006	KE

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:
 DEPARTMENT HEAD: *Robertin* DATE: *09/09/10* GENERAL MANAGER: *John R. Munday* DATE: *9/16/10*

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Offsite Destruction - 2010**

DEPARTMENT: General Manager / Administrative DATE: June 22, 2010

RRS ITEM NUMBER	LV MWD Box Number	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES		COMMENTS
				FROM	TO	
ADM-1	G-097	AGENDA PACKETS	10 ✓			
		BRD-2-1 Agenda Packets 1999		1/1/1999	12/31/1999	<i>to</i>



The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *[Signature]* DATE: 09/09/10

GENERAL MANAGER: *[Signature]* DATE: 9/16/10

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: Facilities and Operations - Tapia		DATE: June 15, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
135	T-2010-01	LAB RAW DATA FILES: TAPIA DATA FILES Lab Data Files	10 ✓	1/1/1994 12/31/1997	ke
135	T-2010-02	LAB RAW DATA FILES: TAPIA DATA FILES Lab Data Files	10 ✓	1/1/1994 12/31/1997	ke
140	T-2010-03	PERMIT FILES LOC-6-2 LACFD Consolidated Permit to Operate	S+5 ✓	10/6/1999 7/10/2004	ke
144		REPORTS GEN-2-6 Reports Internal - Pepperdine LOC-3-4 LA County DPW Monthly Sludge Disposal Reporting	3 ✓	1/1/2004 12/31/2006 5/24/2001 12/31/2006	ke
		LOC-6-2 Business Plans LACFD Hazardous Materials		1/1/2006 12/31/2006	
		LOC-3-5 County of LA DOHS and DOPH Solid Waste Facility Inspection Report		1/1/2003 12/31/2006	
		STA-2-4 RWQCB Monthly Reports		1/6/2004 12/8/2006	ke
290		SAFETY FILES SAF-1 Safety Records General, OSHA DIR SAF-7 SECORP Monthly SCBA Inspections	5 ✓	1/1/2004 12/31/2004 1/1/2002 12/31/2004	ke
299		HAZARDOUS MATERIAL MANIFESTS ENV-3 Uniform Hazardous Waste Manifest	6 ✓	6/28/2001 9/9/2003	ke
The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.					
APPROVALS:					
DEPARTMENT HEAD:			DATE: 9/10/10	GENERAL MANAGER:	 DATE: 9/16/10

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: Rancho		DATE: June 22, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
	E-2010-01				
247		RAW DATA FILES GEN-6-4 Lab Raw Data Worksheets	10 ✓	1/1/1999	12/31/1999 <i>ve</i>
280		MONITORING FILES GEN-6-6 Biofilter Monitoring 2004 GEN-6-6 Biofilter Monitoring 2005 GEN-6-6 Biofilter Monitoring 2006	3 ✓	1/1/2004 1/1/2005 1/1/2006	12/31/2004 <i>ve</i> 12/31/2005 <i>ve</i> 12/31/2006 <i>ve</i>
287		COMPOST RECORDS GEN-6-6 Plant Operations - Cure Pile Temperature Logs GEN-6-6 Plant Operations - Compost Shipments 2004	5 ✓	1/1/2004 1/1/2004	12/31/2004 <i>ve</i> 12/31/2004 <i>ve</i>
288		GAS FLARE CHARTS GEN-6-6 Plant Operations - Gas Flare Charts 2007	2 ✓	1/1/2007	12/31/2007 <i>ve</i>

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS: _____
 DEPARTMENT HEAD: *DRK* DATE: 9/10/10 GENERAL MANAGER: *John R. Munday* DATE: 9/16/10
DL

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: Westlake		DATE: July 6, 2010				
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES		COMMENTS
				FROM	TO	
171	W-2010-01	EQUIPMENT FILES FAC-8-2 Backflow Device Westlake Pump Station	CM ✓	1/1/1999	12/31/1999	Ke
175		MONITORING FILES Process Monitoring Files FAC-8-4 Maintenance Program File: Building and Site	5 ✓	1/1/1994 1/1/1988	12/31/2004 12/31/1992	Ke Ke
268		LAB DATA WRQ-2-2 Lab Test Results WRQ-3-5 MTBE Reports	10 ✓	1/1/1999 1/1/1998	12/31/1999 12/31/1999	Ke Ke
293		REPORTS WRQ-2-1 Westlake Reservoir Monthly Reports WRQ-3-6 Westlake Plant Report WRQ-3-6 Monthly Turbidity and Disinfection Report	3 ✓	1/1/2000 1/1/2006 1/1/2006	12/31/2004 12/31/2006 12/31/2006	Ke Ke Ke

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS: _____ DATE: 9/10/10 GENERAL MANAGER: *John R. Munday* DATE: 9/16/10

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: Resource Conservation / Customer Service		DATE: June 29, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
86	CS-2010-01	CUSTOMER SERVICE ORDERS CUS-1 Customer Service Orders	2 ✓	1/1/2007 3/31/2007	ke
	CS-2010-02	CUS-1 Customer Service Orders		4/1/2007 6/30/2007	ke
	CS-2010-03	CUS-1 Customer Service Orders		7/1/2007 9/30/2007	ke
	CS-2010-04	CUS-1 Customer Service Orders		10/1/2007 12/31/2007	ke
256	CS-2010-05	APPLICATIONS CUS-2 Temporary Meters	10 ✓	1/1/1998 12/31/1999	ke
94	CS-2010-06	RETURNED CHECKS	1 ✓	1/1/2008 12/31/2008	ke
229		ADJUSTMENT FILES CUS-8 Adjustments	2 ✓	1/1/2007 12/31/2007	ke

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *Carlos G. Reyes* CR DATE: 9/13/10
 GENERAL MANAGER: *John R. Munder* JM DATE: 9/16/10

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: Accounting		DATE: June 22, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
20	A-2010-01	ACCOUNTS RECEIVABLE RECORDS	5 ✓	6/1/1997 4/30/2004	KC
34		CHECK REGISTERS Accounts Payable Payment Register 2006-2007	2 ✓	7/1/2006 6/30/2007	KC
271		SALES AND USE TAX RETURN ACC-17-2 Tax - Use Tax Returns	5 ✓	1/1/2004 12/31/2004	KC
282		1099 FORMS ACC-17-2 Tax - 1099 Forms	5 ✓	1/1/2001 12/31/2004	KC
283		WIRE TRANSFERS Wire Transfer Requests	5 ✓	10/1/2000 6/30/2004	KC
272	A-2010-02	ACCOUNTS PAYABLE POSTING REPORT General Ledger Post Report	2 ✓	7/1/2006 2/27/2007	KC
272	A-2010-03	ACCOUNTS PAYABLE POSTING REPORT General Ledger Post Report	2 ✓	3/1/2007 6/30/2007	KC

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *Andrew Schmidt* DATE: 9-14-2010 GENERAL MANAGER: *John R. Munday* DATE: 9/16/10

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Offsite Destruction - 2010**

DEPARTMENT: Accounting		DATE: June 22, 2010			
RRS ITEM NUMBER	LV MWD Box Number	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
25	A-668	BANK RECONCILIATIONS Bank Reconciliations July-June	5 ✓	7/1/2003 6/30/2004	<i>Ke</i>
41		DEPOSITS	5 ✓		
	A-659	Customer Deposits Jan-Feb		1/1/2003 2/28/2003	<i>Ke</i>
	A-660	Customer Deposits March-April		3/1/2003 4/30/2003	
	A-661	Customer Deposits May-June		5/1/2003 6/30/2003	
	A-662	Customer Deposits July-Aug		7/1/2003 8/31/2003	
	A-663	Customer Deposits Sept-Oct		9/1/2003 10/31/2003	
	A-664	Customer Deposits Nov-Dec		11/1/2003 12/31/2003	
	A-665	Customer Deposits Jan-Feb		1/1/2004 2/28/2004	
	A-666	Customer Deposits March-April		3/1/2004 4/30/2004	
	A-667	Customer Deposits May-June		5/1/2004 6/30/2004	
	A-693	CS Deposits		9/1/2004 10/31/2004	
	A-694	CS Deposits		11/1/2004 12/31/2004	
	A-698	CS Deposits		7/1/2004 9/30/2004	
	A-737	Deposits		7/1/2003 6/30/2004	<i>Ke</i>

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *Shirley Johnson* DATE: 9-14-2010 GENERAL MANAGER: *John R. Munday* DATE: 9/16/10

REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010

DEPARTMENT: Accounting / Purchasing		DATE: June 22, 2010				
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES		COMMENTS
				FROM	TO	
124	P-2010-01	REQUISITION LOG	5 ✓			
		PUR Purchasing Records		6/1/2004	12/31/2004	<i>Ke</i>

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *[Signature]* DATE: *9-14-2010* GENERAL MANAGER: *[Signature]* DATE: *9/16/10*

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
*Offsite Destruction - 2010***

RRS ITEM NUMBER	LV MWD Box Number	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES		COMMENTS
				FROM	TO	
123		PURCHASE ORDER FILES	5 ✓			
	P-045	Purchase Orders A - F		1/1/2004	12/31/2004	<i>Re</i>
	P-046	Purchase Orders G - P		1/1/2004	12/31/2004	<i>Re</i>
	P-047	Purchase Orders Q - Z		1/1/2004	12/31/2004	<i>Re</i>
253		WAREHOUSE INVENTORY REQUISITIONS	2 ✓			
	P-058	Warehouse Inventory Requisitions 2007		1/1/2007	12/31/2007	<i>Re</i>

DEPARTMENT: Purchasing DATE: June 22, 2010

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS: _____
 DEPARTMENT HEAD: *[Signature]* DATE: *9-14-2010* GENERAL MANAGER: *[Signature]* DATE: *9/16/10*

JH

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: Human Resources		DATE: June 15, 2010				
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES		COMMENTS
				FROM	TO	
115	PE-2010-01	DEFERRED COMPENSATION FILES BEN-4 Deferred Compensation	6 ✓	1/1/2001	12/31/2002	ke
235	PE-2010-02	REIMBURSEMENTS BEN-5-4 Reimbursements Professional Organizations BEN-5-7 Reimbursements Steel-Toe Shoes	2 ✓	1/1/2006	12/31/2006	ke
118		JOB APPLICANT FILES EMP-1-3 General - DMV EMP-1-3 DMV Reports	2 ✓	1/1/2005	12/31/2006	ke
236		SAFETY RECORDS SAF-1-3 General Safety Plans, Programs, Policies SAF-4-2 Medical Testing - Hearing	5 ✓	1/1/2004	12/31/2004	ke
237		SUBJECT AND CORRESPONDENCE BEN-2-2 Medical Insurance Information Subject File EMP-5-7 Compensation Salary Survey	AR+2 ✓	1/1/2000	12/31/2002	ke
				1/1/2006	12/31/2006	ke
				1/1/2007	12/31/2007	ke OK

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *[Signature]* DATE: 9-14-2010 GENERAL MANAGER: *[Signature]* DATE: 9/16/10

REQUEST FOR
 AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010

DEPARTMENT: *HUMAN RESOURCES*

RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES		COMMENTS
				FROM	TO	
115	PE-2010-03	DEFERRED COMPENSATION FILES BEN-4 Deferred Compensation	6 ✓	1/1/2000	12/31/2003	<i>Ke</i>
118	PE-2010-04	JOB APPLICANT FILES REC-1-1 Recruitment Files: Environmental Analyst - Human Resources Intern	2 ✓	1/1/2004	12/31/2006	<i>Ke</i>
118	PE-2010-05	JOB APPLICANT FILES REC-1-1 Recruitment Files: Instrumentation Technician - through - Water Reclamation Plant Operator	2 ✓	1/1/2006	12/31/2006	<i>Ke</i>
118	PE-2010-06	JOB APPLICANT FILES REC-1-1 Recruitment Files: Water Reclamation Plant Operator-in-training - through - Water Worker	2 ✓	1/1/2006	12/31/2006	<i>Ke</i>
118	PE-2010-07	JOB APPLICANT FILES REC-1-1 Recruitment Files: Director Resource Conservation - through - Water Worker	2 ✓	1/1/2007	12/31/2007	<i>Ke</i>
235	PE-2010-08	REIMBURSEMENTS BEN-5-2 Certifications BEN-5-2 Certifications	2 ✓	1/1/2006 1/1/2007	12/31/2006 12/31/2007	<i>Ke</i> <i>Ke</i>

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: *Andrew Schmidt* DATE: *9-14-2010* GENERAL MANAGER: *John R. Munday* DATE: *9/16/10*

JK

**REQUEST FOR
AUTHORITY TO DESTROY OBSOLETE RECORDS
Onsite Destruction - 2010**

DEPARTMENT: Finance and Administration		DATE: June 29, 2010			
RRS ITEM NUMBER	2010 File Review BOX ID	RECORDS SERIES (File Classification)	TOTAL RETENTION (Event + years)	INCLUSIVE DATES FROM TO	COMMENTS
FIN-101	G-2010-02	LEGAL FILES	CM+5 ✓	1/1/1993 12/31/1996	ke
		LAW-2 District Lawsuits - Cases: County of LA v. LVMWD; Waterworks and Road Improvement		1/1/1994 12/31/1994	
		LAW-2 District Lawsuits - Cases: Garabedian Class Action Settlement		1/1/1998 12/31/1998	
		LAW-2 District Lawsuits - Cases: Lester T. Hope - 3 files		1/1/1976 12/31/1987	
		LAW-2 District Lawsuits - Cases: LVMWD v. JPIA		1/1/1999 12/31/2001	
		LAW-2 District Lawsuits - Cases: LVMWD v. PUC		1/1/2001 12/31/2002	
		LAW-2 District Lawsuits - Cases: McCoy Construction Co.		1/1/1993 12/31/1996	
		LAW-2 District Lawsuits - Cases: Vo v. LVMWD - Deposition Only		1/1/1997 12/31/1998	✓

The above records are submitted for destruction in accordance with procedures outlined in the Las Virgenes Municipal Water District Records Management Manual Revised 2008.

APPROVALS:

DEPARTMENT HEAD: Andrew Schmidt DATE: 9-14-2010 GENERAL MANAGER: John R. Munder DATE: 9/16/10



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject: Thomas Safran & Associates/ Canyon Creek Partners, LP - 4803 El Canon Ave, Calabasas

SUMMARY:

On August 24, 2010 the Board of Directors approved negotiation of a conditional payment agreement for connection fees with Thomas Safran & Associates. The attached agreement has been prepared consistent with the Board's motion and is being presented herein for consideration and approval.

RECOMMENDATION(S):

Approve the agreement regarding potable water capacity fees and sewer connection fees between Las Virgenes Municipal Water District and Canyon Creek Seniors, LP.

FINANCIAL IMPACT:

Current capacity fees for a 75 unit project amount to \$525,000 for Sanitation, \$78,933 for a 3" domestic meter and \$12,333 for a 1" irrigation meter. If approved the agreement will set the capacity fees for Sanitation at \$36,750, the 3" meter at \$5,525.31 and the 1" meter at \$863.31. Administrative fees, equipment and installation costs are in addition to the capacity fees and will be paid by the developer at full cost.

DISCUSSION:

In August of 2010 Thomas Safran & Associates approached the District with a request to lower the capacity fees to their project located at 4803 El Canon Ave, Calabasas, CA. The project currently under construction is a 75 unit low income affordable senior housing project within the City of Calabasas. Ninety three percent (93%) of the project is being funded by federal, state and local public money or tax credits. The Las Virgenes Administrative Code allows the waiver of capacity fees from public entities and is normally handled through an administrative process. However, because this project is being constructed by a private entity with the majority of funding from public money any reduction in capacity fees must be granted by the Board.

On August 24, 2010 the Board approved negotiation of a conditional payment agreement for connections fees with Thomas Safran & Associates. Due to funding conditions placed on the developer it is necessary to approve the agreement before November 16, 2010.

The major elements of the agreement include recording a land use restriction agreement against the property for 30 years, requires full fees to be paid anytime the project no longer retains its low income status and requires successors and assigns to be responsible for the conditions of the agreement.

Prepared By: John Mundy, General Manager

ATTACHMENTS:

[Agreement LVMWD and Canyon Creek Seniors, LP](#)

**AGREEMENT REGARDING POTABLE WATER CAPACITY FEES AND SEWER
CONNECTION FEES
BETWEEN LAS VIRGENES MUNICIPAL WATER DISTRICT
AND CANYON CREEK SENIORS, LP**

As of November 9, 2010, **Las Virgenes Municipal Water District**, herein "District," and **Canyon Creek Seniors, LP**, herein "Developer," agree as follows:

Section 1. Purpose.

District is a municipal water district formed and operating pursuant to California Water Code § 71000 *et seq.* Developer is developing a 75-unit senior low income affordable housing project designed to provide housing for fixed income seniors in Calabasas, California ("Project"). The Project is located at 4803 El Canon Avenue, in Calabasas, California, which is within the District's service area. The District currently maintains facilities to provide water and sewer service to the Project. Financing for the Project is being provided by several public sources: the City of Calabasas; the County of Los Angeles, the State of California and federal tax credits. This public funding accounts for 93% of the Project cost.

District imposes potable water capacity fees and sewer connection fees on new development in its service area to help defray the cost of capital improvements needed to serve new developments. The funding for the Project cannot support the level of potable water capacity fees and sewer connection fees normally imposed by the District on a project of this size. District is authorized to reduce these fees per Sections 3-2.206(e), 3-2.208(g) and 5-2.207(d) of the Las Virgenes Municipal Water District Administrative Code. By way of this agreement, the parties intend that District will reduce its potable water capacity fees and sewer connection fees commensurate with the amount of public investment in the Project, in consideration for Developer agreeing to extend the affordability of the Project to a 30 year term.

Section 2. Description of Property.

The Developer's property is located at 4803 El Canon Avenue in Calabasas, California, and is more particularly described in the Legal Description attached as **Attachment A.**

Section 3. Agreement.

In consideration of District’s agreement to reduce its potable water capacity fees and sewer connection fees for the Project, Developer agrees to include one hundred percent (100%) of the housing units in a land use restriction agreement (“LURA”) for a period of 30 years, beginning November 10, 2010. The LURA shall be recorded against the Project with the Los Angeles County Recorder’s Office. In exchange, Developer will pay the reduced fees to District as described in **Attachment B**.

Developer also agrees to purchase and install a three-inch meter and a detector check for fire protection as part of Project construction, and to pay expenses for plan check, inspection, and easement processing.

At anytime in the future, should the project lose its low income affordability status, the property owner will be responsible to pay the District 100% of the then current potable water capacity fees and sewer connection fees. Failure to pay these fees will result in termination of water and sanitation service to the property.

All of the terms, covenants and conditions of this agreement shall be binding upon the Developer and the successors and assigns of the Developer.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement or have caused it to be executed on the day, month and year first above written.

District:
Las Virgenes Municipal Water District

Developer:
Canyon Creek Seniors, LP

Charles Caspary, Board President

[Print Name & Title]

Approved as to Form.

Wayne K. Lemieux, District Counsel

ATTACHMENT A

LEGAL DESCRIPTION OF THE SITE

All that certain real property situated in the County of Los Angeles, State of California, described as follows:

That portion of Lot 2 in fractional section 23, in Township 1 North, Range 17 West, S.B.B.&M., in the City of Calabasas, County of Los Angeles, State of California, described as follows:

Beginning at the most Easterly corner of the land conveyed to Charles Cooper by deed recorded in Book 5731 Page 257 of Deeds, records of said County; thence Southeasterly along the Northeasterly line of said Lot 2, a distance of 108.31 feet; thence South 68° 26' 30" West 383.10 feet; thence Northerly in a straight line to a point in the Southerly line of land described in said deed to said Cooper, distant Southwesterly 299.85 feet to the point of beginning.

Except portion that granted to Las Virgenes Municipal Water District, recorded July 11, 1972 as Instrument No. 1601, of Official Records.

Assessor's Parcel Number: 2068-004-016

ATTACHMENT A

ITEM 8A

ATTACHMENT "B"

**4803 El Canon Ave, Calabasas, CA 91302
75-Unit Senior Affordable Housing Development**

11/1/2010

Sewer Connection Fees (75 Units)	Normal Fees	Capital Fees 7%	Other Fees
75 \$ 7,000.00	\$ 525,000.00	\$ 36,750.00	
Water Capacity Fees for 3" Domestic Meter			
Construction Fund	\$ 46,400.00	\$ 3,248.00	
Conservation Fund	\$ 32,533.00	\$ 2,277.31	
Admin	\$ 260.00		\$ 260.00
Meter Cost (meter only/developer installs service piping)	\$ 1,900.00		\$ 1,900.00
Installation (cost for setting meter)	\$ 240.00		\$ 240.00
Water Connection Fees for 1" Irrigation Meter			
Construction Fund	\$ 7,250.00	\$ 507.50	
Conservation Fund	\$ 5,083.00	\$ 355.81	
Admin	\$ 260.00		\$ 260.00
Meter Cost (meter only/developer installs service piping)	\$ 70.00		\$ 70.00
Installation (cost for setting meter)	\$ 50.00		\$ 50.00
Detector Check			
Admin	\$ 260.00		\$260.00
Meter Cost	by developer		
Installation	by developer		
Total amount due for water and sewer connection fees:	\$ 619,306.00	\$ 43,138.62	\$3,040.00

Extra Costs: to be determined by J. Valente
 Plan Check
 Easement Processing
 Inspection



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: 24" Recycled Water (REW) Pipeline from Tapia State Park to Mulholland Highway - Final Acceptance

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

SUMMARY:

On October 27, 2009, the Board awarded a contract to Blois Construction, Inc. (Blois) to construct 8,966 feet of the 24" Recycled Water (REW) Pipeline from Tapia State Park to Mulholland Highway. This project was constructed to provide additional capacity, redundancy, reliability, and operation flexibility in the recycled water transmission system. Six change orders were approved during the construction. As of October 29, 2010, the project was completed. It is appropriate at this time to file the Notice of Completion, make the final payment and release retention as stipulated in the contract.

RECOMMENDATION(S):

Approve the execution of a Notice of Completion by the Secretary of the Board for and on behalf of the District and have the same recorded; and that in the absence of claims from subcontractors and others, release retention in the amount of \$350,239.18 thirty calendar days after filing the Notice of Completion for the 24" Recycled Water (REW) Pipeline from Tapia State Park to Mulholland Highway.

FINANCIAL IMPACT:

This project is funded through CIP Work Order Account 10281 with a budget of \$5,506,651. A federal grant in the amount of \$1,949,474.77 (less federal administrative costs of \$149,474.77) will reimburse the JPA for a portion of the project costs. Final costs are as follows:

Project Budget	\$5,506,651
Design Costs	\$611,651
Construction Contract	\$3,502,391
Services During Construction	\$286,686
Inspection/Project Mgmt/Administration	\$497,437
TOTAL PROJECT COST	\$4,898,165
Less Federal Grant Reimbursement	<\$1,800,000>
NET PROJECT COST	\$3,098,165

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

ATTACHMENTS:

[Notice Of Completion 24" REW Pipeline](#)

RECORDING REQUESTED BY

Las Virgenes Municipal Water District

AND WHEN RECORDED MAIL TO

Name Carol Giroto
Street Address Las Virgenes Municipal Water District
City & State 4232 Las Virgenes Road
Zip Calabasas, CA 91302

SPACE ABOVE THIS LINE FOR RECORDER'S USE

T 420 LEGAL (9-94)

Notice of Completion

NOTICE IS HEREBY GIVEN THAT:

- 1. The undersigned is the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is Las Virgenes Municipal Water District (NAME).
3. The full address of the undersigned is 4232 Las Virgenes Road, Calabasas, CA 91302

(NUMBER AND STREET, CITY, STATE, ZIP).

- 4. The nature of the title of the undersigned is (E.G., owner in fee OR vendee under contract of purchase OR lessee OR OTHER APPROPRIATE DESIGNATION).
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

N/A

- 6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work of improvement herein referred to are (OR IF NO TRANSFER WAS MADE, INSERT THE WORD "none"):

N/A

- 7. A work of improvement on the property hereinafter described was completed on October 29, 2010 (DATE).
8. The name of the original contractor, if any, for the work of improvement was Blois Construction, Inc. (NAME OF CONTRACTOR, OR IF NO CONTRACTOR FOR THE WORK OF IMPROVEMENT AS A WHOLE, INSERT THE WORD "none"). [IF NOTICE COVERS COMPLETION OF CONTRACT FOR ONLY PART OF THE WORK OF IMPROVEMENT, ADD: The kind of work done or material furnished was (GIVE GENERAL STATEMENT, E.G., furnishing of concrete for sidewalks).
9. The property on which the work of improvement was completed is in the City of Calabasas, County of Los Angeles, State of California, and is described as follows: 24" Recycled Water Pipeline from Tapia State Park to Mulholland Highway (set forth description of jobsite sufficient for identification, using legal description if possible).
10. The street address of the said property is (NUMBER AND STREET, OR, IF THERE IS NO OFFICIAL STREET ADDRESS, INSERT THE WORD "none".)

Dated: November 9, 2010

Glen Peterson (SIGNATURE)
Glen Peterson (TYPED NAME)

VERIFICATION

I, the undersigned, say:
I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Calabasas, California, this 9th day of November, 2010

Glen Peterson, Secretary (SIGNATURE)

DO NOT RECORD

Recommended Procedure in the Preparation of a Notice of Completion

A notice of completion must be filed for record *within 10 days* after completion of the work of improvement (to be computed exclusive of the day of completion), as provided in section 3093, Civil Code.

The "owner" who must file for record a notice of completion of a building or other work of improvement means the owner (or his successor in interest at the date of notice is filed) on whose behalf the work was done, though his ownership is less than the fee title. For example, if A is the owner in fee, and B, lessee under a lease, causes a building to be constructed, then B, or whoever has succeeded to his interest at the date the notice is filed, must file the notice.

If the ownership is in *two or more persons as joint tenants or tenants in common*, the notice may be signed by any one of the co-owners (in fact, the foregoing form is designed for giving of the notice by only one co-tenant), but the names and addresses of the other co-owners must be stated in paragraph 5 of the form.

In paragraphs 3 and 5, the full address called for should include street number, city, county and state.

As to paragraph 6, insert the date of completion of the work of improvement as a *whole* if applicable. However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, strike the words "a work of improvement" and insert a general statement of the kind of work done or materials furnished pursuant to such contract (e.g. "The foundations for the improvements").

If the notice is to be given as a notice of completion of the work of improvement as a *whole*, insert the name of the prime contractor, if any, in paragraph 7. No contractor's name need be given if there is no general contractor, e.g., on so-called "owner-builder jobs". However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, insert the name of the contractor who performed that particular contract.

Paragraph 8 should be completed only where the notice is signed by a successor in interest of the owner who caused the improvement to be constructed.

In paragraph 9, insert the *full legal* description, not merely a street address or tax description. Refer to deed or policy of title insurance. If the space provided for description is not sufficient, a rider may be attached.

In paragraph 10, show the street address, if any, assigned to the property by any competent public or governmental authority.

**NOTICE
OF COMPLETION**

CHICAGO TITLE COMPANY



WESTERN DIVISION HEADQUARTERS
245 S. LOS ROBLES AVENUE, SUITE 105
PASADENA, CALIFORNIA 91101-2820
(818) 432-7600

CHICAGO TITLE COMPANY





November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Kimberly and Mulwood Tanks Renovation Project (2009) - Final Acceptance

SUMMARY:

On November 10, 2009, the Board awarded a contract to Crosno Construction, Inc. in the amount of \$885,755.06 for significant repairs and upgrades at Kimberly and Mulwood tanks and with a completion date of July 13, 2010. The scope included internal coating repairs, partial (spot) exterior repairs (with the option of a full repair if necessary), mechanical and piping improvements, roadway repairs, and security system upgrades. Minor repairs of the roadways around Woolsey and Indian Hills tank were also included. The existing cathodic protection (CP) systems at both tanks were inspected and refurbished.

A total of one (1) Change Order was administratively approved for a total net credit of \$65,502.69. Change Order 1 consists of following four items:

1) A credit of \$71, 890 for exterior coating that was found in good conditions and did not need to be fully repaired. 2) An increase of \$21,260 for additional 1,063 linear feet of asphalt dike at bid price of \$20 per linear foot. 3) An increase of \$4,391.31 for the increased length and height of a retaining wall due to field conditions. 4) A credit of \$19,264.00 for miscellaneous structural repairs that were found in good condition.

A additional 108 day time extension was included in Change Order 1. to account for various delays due to site and weather conditions and sub-contractor changes.

As of October 29, 2010, the project was completed and both tanks are back in service. It is appropriate at this time to file the Notice of Completion, make the final payment and release retention as stipulated in the contract.

RECOMMENDATION(S):

Approve the execution of a Notice of Completion by the Secretary of the Board for and on behalf of the District and have the same recorded; approve the final Progress Payment, in the amount of \$37,531.51 to Crosno Construction, Inc., and that in the absence of claims from subcontractors and others, release retention in the amount of \$82,025.24 thirty calendar days after filing the Notice of Completion for Kimberly and Mulwood Tanks Renovation Project.

FINANCIAL IMPACT:

This project is funded through CIP Work Order 10423 that has adequate budget to fund the project.

Prepared By: John Zhao, P.E., Principal Engineer

ATTACHMENTS:

[Notice of Completion Kimberly and Mulwood Tanks](#)

RECORDING REQUESTED BY

Las Virgenes Municipal Water District

AND WHEN RECORDED MAIL TO

Name Carol Giroto
Street Address Las Virgenes Municipal Water District
City & State 4232 Las Virgenes Road
Zip Calabasas, CA 91302

SPACE ABOVE THIS LINE FOR RECORDER'S USE

T 420 LEGAL (9-94)

Notice of Completion

NOTICE IS HEREBY GIVEN THAT:

- 1. The undersigned is the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is Las Virgenes Municipal Water District (NAME).
3. The full address of the undersigned is 4232 Las Virgenes Road, Calabasas, CA 91302

(NUMBER AND STREET, CITY, STATE, ZIP).

- 4. The nature of the title of the undersigned is (E.G., owner in fee OR vendee under contract of purchase OR lessee OR OTHER APPROPRIATE DESIGNATION).
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

Names Addresses

N/A

- 6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work of improvement herein referred to are (OR IF NO TRANSFER WAS MADE, INSERT THE WORD "none"):

Names Addresses

N/A

- 7. A work of improvement on the property hereinafter described was completed on October 29, 2010 (DATE).

- 8. The name of the original contractor, if any, for the work of improvement was Crosno Construction Inc. (NAME OF CONTRACTOR, OR IF NO CONTRACTOR FOR THE WORK OF IMPROVEMENT AS A WHOLE, INSERT THE WORD "none"). [IF NOTICE COVERS COMPLETION OF CONTRACT FOR ONLY PART OF THE WORK OF IMPROVEMENT, ADD: The kind of work done or material furnished was (GIVE GENERAL STATEMENT, E.G., furnishing of concrete for sidewalks).

- 9. The property on which the work of improvement was completed is in the City of Calabasas, County of Los Angeles, State of California, and is described as follows: Kimberly and Mulwood Tanks Renovation Project (2009)

(set forth description of jobsite sufficient for identification, using legal description if possible).

- 10. The street address of the said property is (NUMBER AND STREET, OR, IF THERE IS NO OFFICIAL STREET ADDRESS, INSERT THE WORD "none".)

Dated: November 9, 2010

(SIGNATURE)
Glen Peterson (TYPED NAME)

VERIFICATION

I, the undersigned, say:
I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Calabasas, California, this 9th day of November, 2010

(SIGNATURE)
Glen Peterson, Secretary

ITEM 9B

DO NOT RECORD

Recommended Procedure in the Preparation of a Notice of Completion

A notice of completion must be filed for record *within 10 days* after completion of the work of improvement (to be computed exclusive of the day of completion), as provided in section 3093, Civil Code.

The "owner" who must file for record a notice of completion of a building or other work of improvement means the owner (or his successor in interest at the date of notice is filed) on whose behalf the work was done, though his ownership is less than the fee title. For example, if A is the owner in fee, and B, lessee under a lease, causes a building to be constructed, then B, or whoever has succeeded to his interest at the date the notice is filed, must file the notice.

If the ownership is in *two or more persons as joint tenants or tenants in common*, the notice may be signed by any one of the co-owners (in fact, the foregoing form is designed for giving of the notice by only one co-tenant), but the names and addresses of the other co-owners must be stated in paragraph 5 of the form.

In paragraphs 3 and 5, the full address called for should include street number, city, county and state.

As to paragraph 6, insert the date of completion of the work of improvement as a *whole* if applicable. However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, strike the words "a work of improvement" and insert a general statement of the kind of work done or materials furnished pursuant to such contract (e.g. "The foundations for the improvements").

If the notice is to be given as a notice of completion of the work of improvement as a *whole*, insert the name of the prime contractor, if any, in paragraph 7. No contractor's name need be given if there is no general contractor, e.g., on so-called "owner-builder jobs". However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, insert the name of the contractor who performed that particular contract.

Paragraph 8 should be completed only where the notice is signed by a successor in interest of the owner who caused the improvement to be constructed.

In paragraph 9, insert the *full legal* description, not merely a street address or tax description. Refer to deed or policy of title insurance. If the space provided for description is not sufficient, a rider may be attached.

In paragraph 10, show the street address, if any, assigned to the property by any competent public or governmental authority.

**NOTICE
OF COMPLETION**

CHICAGO TITLE COMPANY



WESTERN DIVISION HEADQUARTERS
245 S. LOS ROBLES AVENUE, SUITE 105
PASADENA, CALIFORNIA 91101-2820
(818) 432-7600

CHICAGO TITLE COMPANY





November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Westlake Filtration Building and Control House Re-roofing - Final Acceptance

SUMMARY:

On July 13, 2010, the Las Virgenes Municipal Water District Board of Directors awarded a contract to Cabral Roofing & Waterproofing Corp. in the amount of \$231,321.00 for the Westlake Filtration Building and Control House Re-roofing project. The project includes replacement of the existing roof membrane system at the filter building with a polyvinyl chloride (PVC) membrane system and at the control house with a PVC membrane system and clay roof tile system. As of October 29, 2010, the project was completed. It is appropriate at this time to file the Notice of Completion, make the final payment and release retention as stipulated in the contract.

RECOMMENDATION(S):

Approve the execution of a Notice of Completion by the Secretary of the Board for and on behalf of the District and have the same recorded; approve the final Progress Payment, in the amount of \$208,188.90 to Cabral Roofing & Waterproofing Corporation; and in the absence of claims from subcontractors and others, release retention in the amount of \$23,132.00 thirty calendar days after filing the Notice of Completion for the Westlake Filtration Building and Control House Re-roofing Project.

FINANCIAL IMPACT:

This project is funded through CIP Work Order 10435 with a budget of \$267,617.

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

ATTACHMENTS:

[Notice of Completion Westlake Re-roofing](#)

RECORDING REQUESTED BY

Las Virgenes Municipal Water District

AND WHEN RECORDED MAIL TO

Name Carol Giroto
Street Address Las Virgenes Municipal Water District
City & State 4232 Las Virgenes Road
Zip Calabasas, CA 91302

SPACE ABOVE THIS LINE FOR RECORDER'S USE

T 420 LEGAL (9-94)

Notice of Completion

NOTICE IS HEREBY GIVEN THAT:

- 1. The undersigned is the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is Las Virgenes Municipal Water District (NAME).
3. The full address of the undersigned is 4232 Las Virgenes Road, Calabasas, CA 91302

(NUMBER AND STREET, CITY, STATE, ZIP).

- 4. The nature of the title of the undersigned is (E.G., owner in fee OR vendee under contract of purchase OR lessee OR OTHER APPROPRIATE DESIGNATION).
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

Table with 2 columns: Names, Addresses. Row 1: N/A, N/A

- 6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work of improvement herein referred to are (OR IF NO TRANSFER WAS MADE, INSERT THE WORD "none"):

Table with 2 columns: Names, Addresses. Row 1: N/A, N/A

- 7. A work of improvement on the property hereinafter described was completed on October 29, 2010 (DATE).
8. The name of the original contractor, if any, for the work of improvement was Cabral Roofing & Waterproofing Corp.
9. The property on which the work of improvement was completed is in the City of Westlake Village, County of Los Angeles, State of California, and is described as follows: Westlake Filtration Building and Control House Re-roofing
10. The street address of the said property is 32601 Torchwood Place, Westlake Village, CA

Dated: November 9, 2010

Glen Peterson (SIGNATURE)
Glen Peterson (TYPED NAME)

VERIFICATION

I, the undersigned, say:
I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Calabasas, California, this 9th day of November, 2010

Glen Peterson, Secretary (SIGNATURE)

DO NOT RECORD

Recommended Procedure in the Preparation of a Notice of Completion

A notice of completion must be filed for record *within 10 days* after completion of the work of improvement (to be computed exclusive of the day of completion), as provided in section 3093, Civil Code.

The "owner" who must file for record a notice of completion of a building or other work of improvement means the owner (or his successor in interest at the date of notice is filed) on whose behalf the work was done, though his ownership is less than the fee title. For example, if A is the owner in fee, and B, lessee under a lease, causes a building to be constructed, then B, or whoever has succeeded to his interest at the date the notice is filed, must file the notice.

If the ownership is in *two or more persons as joint tenants or tenants in common*, the notice may be signed by any one of the co-owners (in fact, the foregoing form is designed for giving of the notice by only one co-tenant), but the names and addresses of the other co-owners must be stated in paragraph 5 of the form.

In paragraphs 3 and 5, the full address called for should include street number, city, county and state.

As to paragraph 6, insert the date of completion of the work of improvement as a *whole* if applicable. However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, strike the words "a work of improvement" and insert a general statement of the kind of work done or materials furnished pursuant to such contract (e.g. "The foundations for the improvements").

If the notice is to be given as a notice of completion of the work of improvement as a *whole*, insert the name of the prime contractor, if any, in paragraph 7. No contractor's name need be given if there is no general contractor, e.g., on so-called "owner-builder jobs". However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, insert the name of the contractor who performed that particular contract.

Paragraph 8 should be completed only where the notice is signed by a successor in interest of the owner who caused the improvement to be constructed.

In paragraph 9, insert the *full legal* description, not merely a street address or tax description. Refer to deed or policy of title insurance. If the space provided for description is not sufficient, a rider may be attached.

In paragraph 10, show the street address, if any, assigned to the property by any competent public or governmental authority.

**NOTICE
OF COMPLETION**

CHICAGO TITLE COMPANY



WESTERN DIVISION HEADQUARTERS
245 S. LOS ROBLES AVENUE, SUITE 105
PASADENA, CALIFORNIA 91101-2820
(818) 432-7600

CHICAGO TITLE COMPANY





November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Award of Bid: Outsourcing of Mailing Customer Bills

SUMMARY:

On September 28, 2010, the Board of Directors approved a Call for Bids for outsourcing the weekly mailing process of customer bills. Bids were received and opened publicly on Monday, October 18, 2010.

RECOMMENDATION(S):

The Board of Directors authorize the General Manager to issue a one year contract with two one-year renewal options to V3 Corporation for the outsourcing of the weekly process of mailing customer bills. Proposed price is for an estimated average quantity of 3,000 pieces of mail per week at \$0.447 per piece processed. The estimated annual cost to the District for this service is \$60,000.

FINANCIAL IMPACT:

Funds are available in the current budget and will be proposed in future budget for the outsourcing of this service.

DISCUSSION:

Bids were sent to nine service providers and only one response was received as follows:

V3 Corporation: \$0.447 per piece

V3 Corporation is the current service provider and the only responsive bidder meeting the District specifications and requirements. The proposed price per piece is the average price per piece for postage and handling different kinds of customer mailings. The price is the same as the last three years. Staff has reviewed the required documentation and recommends this contract be awarded to V3 Corporation for the outsourcing of the weekly customer bills mailing process.

Prepared By: Carmen Ripley, Senior Buyer



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Resource Conservation & Public Outreach

Subject: Landscape Maintenance Services

SUMMARY:

Villa Esperanza Services (VES) is a non-profit organization that provides programs to give the developmentally disabled a chance to learn and work as productive members of the community. Other services they provide include janitorial, beach maintenance, moving, vending and food preparation services. Notable employers include the major supermarket chains, Home Depot, Mann Theaters, PetSmart, etc. Work crews always work under full supervision.

For the past 6 years, VES has provided landscape maintenance at the District facilities. They have maintained the facilities at a level that exceeds staff's expectations as demonstrated by the appearance of the grounds at the District HQ, Tapia, Rancho and the Filtration Plant. Their cost has remained at \$4,555 per month but because of rising prices, they are requesting a 5% increase of \$228 per month. In the past 2 years, their work was paid on a month-to-month basis. To plan their program better, VES seeks to have a longer term commitment for their services. Staff, therefore, recommends a one-year contract at \$57,396 with two one-year renewal options. The Agreement is attached.

To consolidate all routine landscape maintenance work, staff has also negotiated inclusion of Equestrian Tank into this contract. This service is currently provided by a different company at a cost of \$350 per month. Overall, the District will reduce its total landscape maintenance cost at slightly below the current level.

RECOMMENDATION(S):

Authorize the General Manager to enter into a one-year agreement, with two (2) one-year renewal options, with Villa Esperanza Services to provide landscape maintenance services in an amount not to exceed \$4,783 per month.

FINANCIAL IMPACT:

Services will be charged to the appropriate business unit for each facility.

Prepared By: Carlos Reyes, Director of Resource Conservation and Public Outreach

ATTACHMENTS:

[Villa Esperanza Agreement](#)

AGREEMENT TO PROVIDE LANDSCAPE MAINTENANCE SERVICES

This agreement is made, entered into and executed in duplicate and to be performed in Calabasas, California, as of November 9, 2010.

BY AND BETWEEN LAS VIRGENES MUNICIPAL WATER DISTRICT
Hereinafter referred to as District

AND VILLA ESPERANZA SERVICES
Hereinafter referred to as Company

IN CONSIDERATION OF THE MUTUAL PROMISES, COVENANTS AND CONDITIONS HEREINAFTER SET FORTH, THE PARTIES DO HEREBY AGREE as follows:

Article 1: The Company, meeting all specifications for the above captioned, agrees to provide Landscape Services at a monthly cost of \$4,783 for one year effective November 9, 2010.

All of the terms and provisions of this Agreement shall be binding upon each of the parties hereto, and upon the successors and assigns of the District, and the executors, administrators, successors and assigns of the Company. Detailed work requirements are included in the attached Exhibit A - Scope of Work for Landscape Maintenance Services.

IN WITNESS WHEREOF the parties hereto have executed this Agreement, or caused it to be executed as of the day, month, and year first above written.

ATTEST:

DISTRICT

By: _____
Glen Peterson, Secretary

By: _____
John R. Mundy, General Manager

APPROVED AS TO FORM:

Wayne K. Lemieux, Attorney

COMPANY

By: _____

By: _____

Print name: _____

Title: _____

Date: _____

**Exhibit A -
SCOPE OF WORK FOR LANDSCAPE MAINTENANCE SERVICES**

A. Work Crews

Work crews will consist of four (4) highly-trained Villa Esperanza Services (VES) clients with a minimum of 6 months experience in landscape maintenance.

One (1) VES landscape supervisor (Job Coach) trained in CPR and First Aid, and knowledgeable and experienced in the field of Landscape Maintenance will assist and supervise the crew at all times when on site.

Work hours will be from Monday through Friday between the hours of 8:00 AM and 2:00 PM, with a one-half hour lunch break during the work day. The total net crew work hours shall equal 27.5 work hours per week.

B. Facilities

Work areas include:

Las Virgenes Municipal Water District Headquarters Campus
Tapia Water Reclamation Facility
Rancho Las Virgenes Composting Facility
Westlake Filtration Plant
Equestrian Tank

C. Activities

Work shall include the following tasks:

- Clean trash, debris, leaves, etc. from walks and drives
- Clean stains from walls and pavement
- Maintain drainage (v-ditches, curbs and gutters, etc.)
- Turf maintenance:
 - Mowing weekly with a mulching mower, unless directed otherwise
 - Dethatching, aerating and top dressing (utilizing compost from the Rancho Las Virgenes Composting Facility) on an as-needed basis as determined by the District, but not to exceed twice annually.
- Trim groundcover and shrubs (only as directed)
- Arbor care under 12 feet (only as directed)
- Fertilizing (only as directed)
- Ongoing weed control (using District-approved methods)
- Irrigation system inspections and repairs (as directed)

- Other tasks as requested by the District, such as removal of landscape plantings or installation of new plant materials (within work ability and safety guidelines)

VES shall provide a weekly schedule based on the District's priorities and seasonal requirements for certain tasks.

D. Liability

VES shall pay Workers Compensation, Unemployment Insurance, and FICA to all employees. VES shall carry its own liability policy and is responsible for its job coaches and all other VES staff members involved with the training and support of its crews.

VES shall provide comprehensive general liability insurance in the amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate. A Special Endorsement naming the District, its elected, appointed boards, officers, agents, and employees, as additional insured shall be provided on a form approved by District Counsel.

Automobile liability in the amount of one million (\$1,000,000) combined single limits per claim and aggregate for hired vehicles and non-owned vehicles.

VES shall obtain and maintain, during the life of this agreement, Worker's Compensation Insurance in the statutory amount.

E. Prevailing Wage

VES client-employees shall be paid sub-minimum wages based on productivity time studies performed bi-annually. The Department of Labor grants sub-minimum wage waivers to Community Rehabilitation Programs who provide Supported Employment Programs that service the disabled population.

VES staff employees shall be paid wages commensurate with other Community Rehabilitation Program staff engaged in similar programs and contract services.

F. Billing

VES shall submit invoices for contract services at the end of each month. Payment shall in accordance with District payment schedule.

G. Guarantee

VES guarantees all work to be performed in a workman-like, professional manner.

H. Contract Provisions

Either party may terminate the agreement for services without cause with a 30-day written notice.



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Resource Conservation & Public Outreach

Subject: National Geographic - Water for Tomorrow

SUMMARY:

At the last meeting, the Board deferred the renewal of the subscription to *Water for Tomorrow* and directed staff to provide feedback to ACWA by member agencies and the readers. The attached material from ACWA provides magazine distribution in California, member agency survey results and feedback from readers.

Sixty five percent of agencies who responded to the survey indicated that they will renew their subscription at the current level. The different magazine sections also ranked high in the same survey. There were very few responses to the ACWA online reader poll but those who did highly rated the magazine.

RECOMMENDATION(S):

Provide direction to staff as to the Board's preference on continuing to subscribe to *Water for Tomorrow* for another four issues to be distributed to customers (two times each year, one in the spring, the other in autumn) in 2011 and 2012.

FINANCIAL IMPACT:

Cost for distributing the publication is approximately \$13,000 per issue for a total commitment of \$52,000 spread across two fiscal years. For planning purposes, ACWA will only accept a commitment for all four issues. The FY 2010-11 budget contains funding for distributing two issues; one under the old (existing) agreement. If the Board authorizes continuation of *Water for Tomorrow*, the total commitment of new funds would be \$39,000; \$26,000 to be budgeted for FY 2011-12 and \$13,000 for FY 2012-13. (Account number 101900.6604)

DISCUSSION:

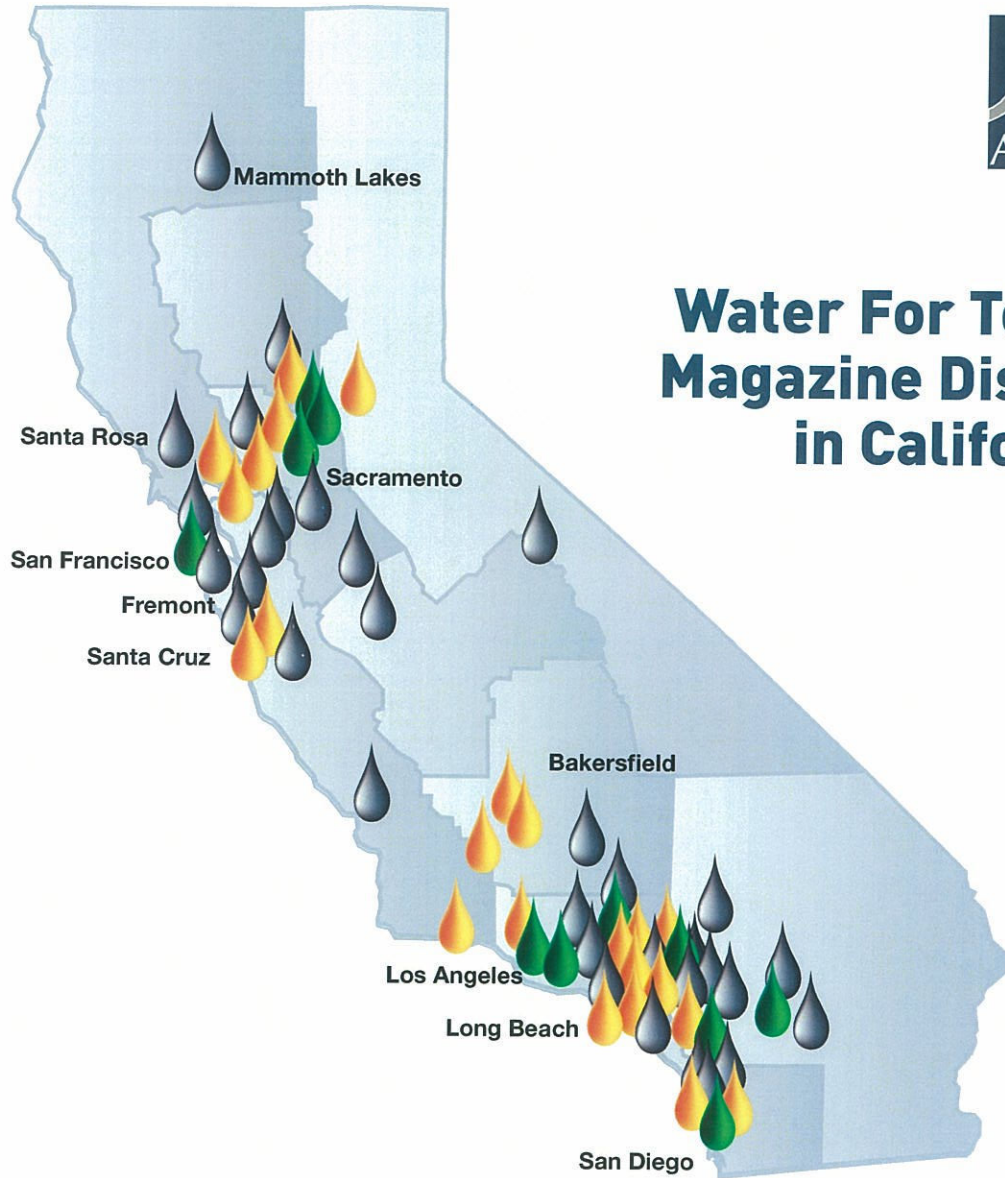
In the National Geographic tradition, *Water for Tomorrow* is a high-quality publication with excellent graphics and well-researched story material that primarily focuses on California water issues. The District has received several favorable customer comments on the publication and only one unfavorable comment which arose from the content of a particular story. This year, LVMWD has representation on the ACWA Communications Committee and the *Water for Tomorrow* subcommittee, enabling our agency to provide direct input on content.

Prepared By: Carlos Reyes, Director of Resource Conservation and Public Outreach

ATTACHMENTS:

[Water for Tomorrow Survey](#)

Water For Tomorrow Magazine Distribution in California



0 - 1000

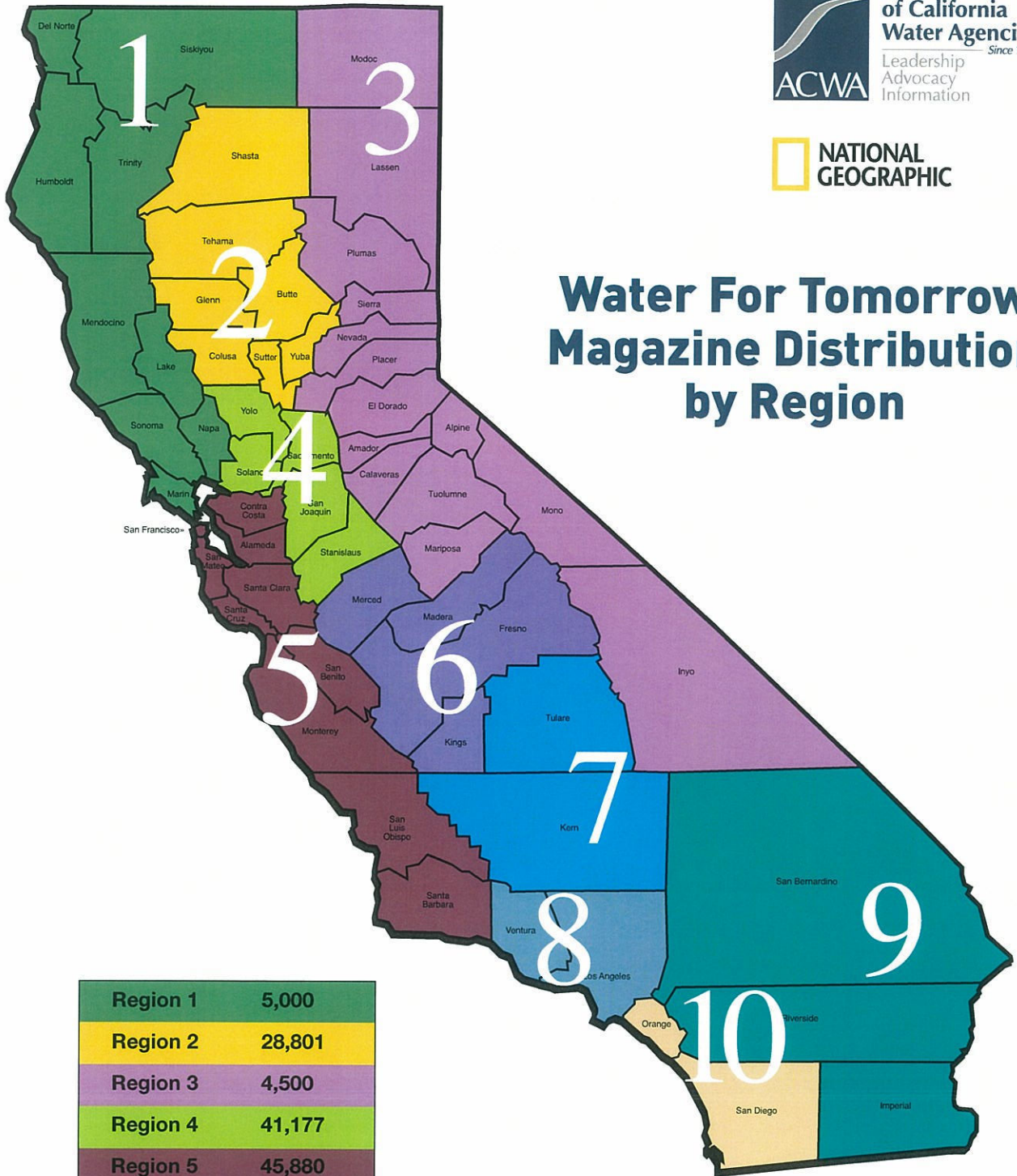
1,001 - 10,000

10,001 +

Aromis	Huntington Beach	S. San Francisco
Atascadero	Irvine	San Bernardino
Azusa	Lancaster	San Jose
Byron	Livermore	Santa Clarita
Carson	Mammoth Lakes	Santa Paula
Chino	Napa	Santa Rosa
Chula Vista	Orangevale	Santee
Claremont	Pacifica	Stockton
Commerce	Palm Springs	Tehachapi
Corona	Perris	Temecula
Corte Madera	Pico Rivera	Turlock
Dos Palos	Rancho Santa Fe	Vacaville
El Monte	Redding	Vista
Goleta	Rialto	Yucca Valley
Half Moon Bay	Riverside	
Hollister	Rosemead	

Apple Valley	Montclair
Bakersfield	Placentia
Camarillo	Placerville
Concord	Rancho Cucamonga
Cottonwood	Roseville
Elmira	Royal Oaks
Fallbrook	San Marcos
Fountain Valley	Santa Cruz
La Crescenta	Scotts Valley
La Mesa	Taft
Laguna Beach	Wasco
Lake Elsinore	

Beaumont	Sacramento
Calabasas	San Diego
Coachella	San Francisco
Los Angeles	Valley Center
Marysville	Yuba City
Mira Loma	



Water For Tomorrow Magazine Distribution by Region

Region 1	5,000
Region 2	28,801
Region 3	4,500
Region 4	41,177
Region 5	45,880
Region 6	1,000
Region 7	12,917
Region 8	137,942
Region 9	93,090
Region 10	101,255

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Surveys

Water For Tomorrow Subscriber Survey - Deadline: July 16

Start Date: 06/18/2010

End Date: 07/20/2010

Date Fielded: 06/18/2010

Responses: 20

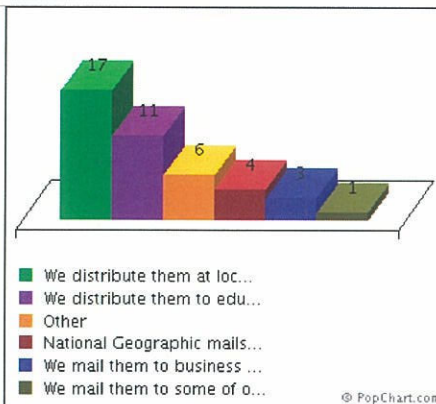
Greeting:

ACWA and National Geographic Custom Publishing have partnered on a consumer magazine focused on water. The magazine is produced on a bi-yearly basis, with a spring issue and a fall issue. There have been three issues published to date focusing on a variety of topics including the source of California's water, conservation, the Delta, farm water and in the current issue, water recycling. We would like to get some feedback from your agency on the magazine, its content and your distribution.

1. How do you distribute your magazines? (mark all that apply)

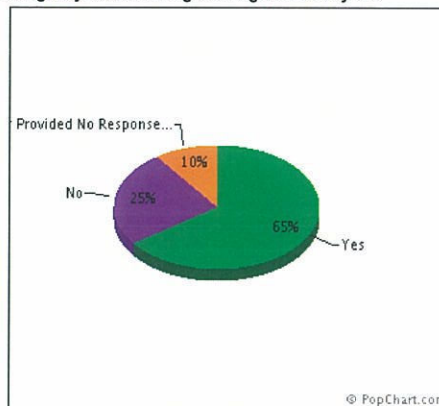
Total Number of Responses 20

Value	Count	Percent
We distribute them at local events	17	85.0
We distribute them to educators/schools	11	55.0
Other	6	30.0
National Geographic mails them for us	4	20.0
We mail them to business leaders and decision makers	3	15.0
We mail them to some of our customers	1	5.0



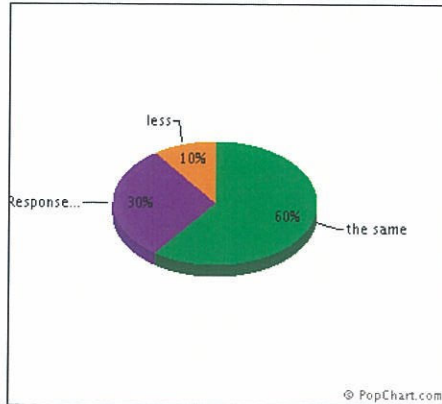
2. If your agency's current order is good through 2010. Will your agency be reordering the magazine next year?

Value	Count	Percent
Yes	13	65.0
No	5	25.0
User Provided No Response	2	10.0



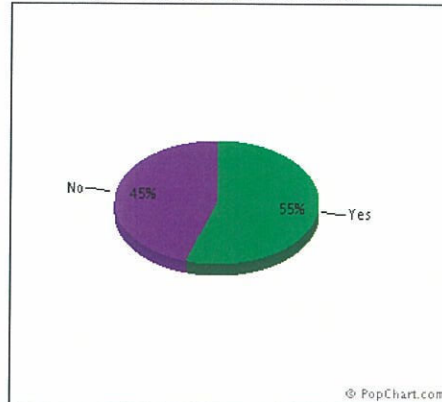
3. Do you plan on ordering more, less or the same?

Value	Count	Percent
the same	12	60.0
User Provided No Response	6	30.0
less	2	10.0



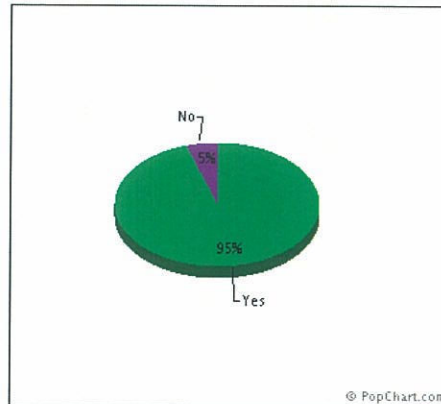
4. Would you find it beneficial if ACWA provided some tips on distributing the magazine to your community?

Value	Count	Percent
Yes	11	55.0
No	9	45.0



5. Do you feel that the issues published to date have contained enough graphics?

Value	Count	Percent
Yes	19	95.0
No	1	5.0



6. 6.) Water for Tomorrow has featured the following topics: a. Issue #1: "Where Does Your Water Come From?", "What's Your Water Worth?", "Why Conserve?" b. Issue #2: "The Delta and the Path to Sustainability", "Farm Woes, Farm Solutions", "From Controversy to Consensus" c. Issue # 3: "Water Recycling: Making the Most of Every Drop", "The New Era of Desalination", "A Century of Leadership" Which topics you would like to see featured in the magazine that has not been covered to date? Please list.

Latest User Responses:

User Provided No Response...

It's a good mix.How about...

Landscape conversions fro...

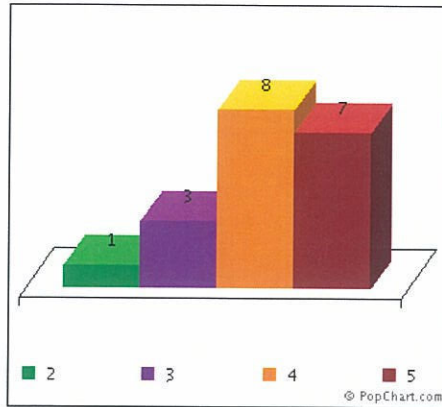
These are the main issues...

Storing water for when it...

[View All Responses for question #6](#)

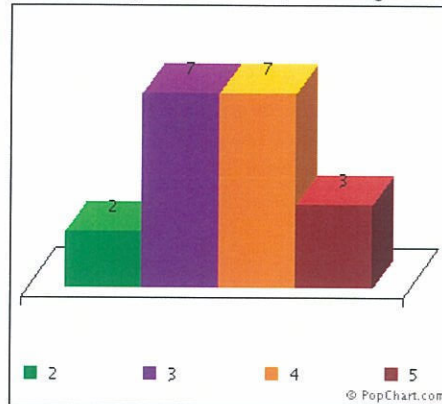
7. How would you rate the cover or feature stories in Water for Tomorrow? (on a scale of 1 to 5, with 5 being the best)

Value	Count	Percent
1	0	0.0
2	1	5.0
3	3	15.0
4	8	40.0
5	7	35.0



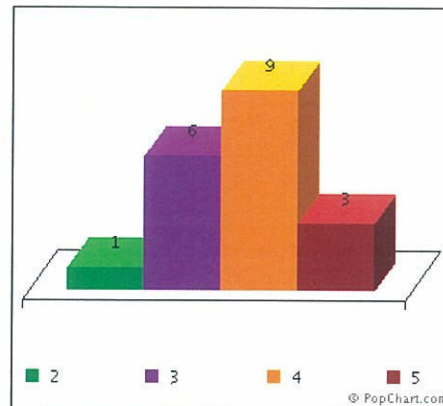
8. How would you rate the "current products" feature in Water for Tomorrow? (on a scale of 1 to 5, with 5 being the best)

Value	Count	Percent
1	0	0.0
2	2	10.0
3	7	35.0
4	7	35.0
5	3	15.0



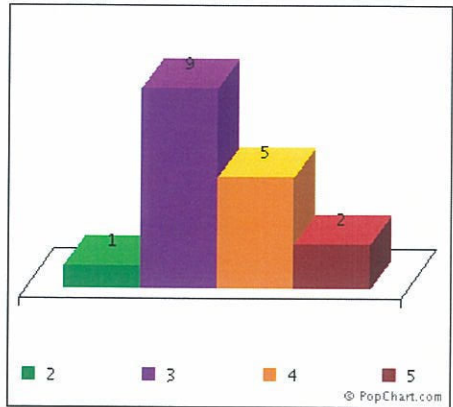
9. How would you rate the "business/residential case studies" feature in Water for Tomorrow? (on a scale of 1 to 5, with 5 being the best)

Value	Count	Percent
1	0	0.0
2	1	5.0
3	6	30.0
4	9	45.0
5	3	15.0



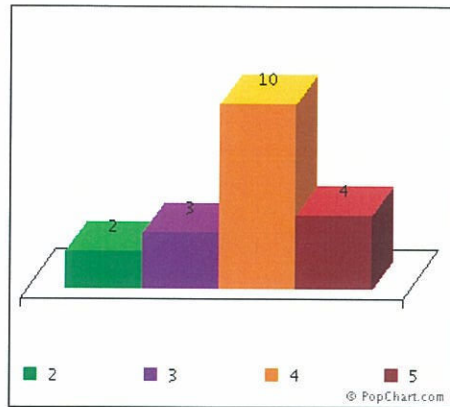
10. How would you rate the "international dispatch" feature in Water for Tomorrow? (on a scale of 1 to 5, with 5 being the best)

Value	Count	Percent
1	0	0.0
2	1	5.0
3	9	45.0
4	5	25.0
5	2	10.0



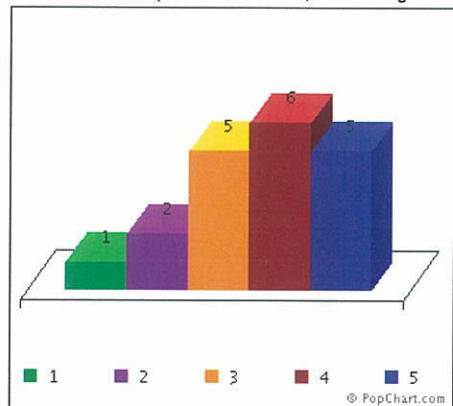
11. How would you rate the following "Fun & Facts" feature in Water for Tomorrow? (on a scale of 1 to 5, with 5 being the best)

Value	Count	Percent
1	0	0.0
2	2	10.0
3	3	15.0
4	10	50.0
5	4	20.0



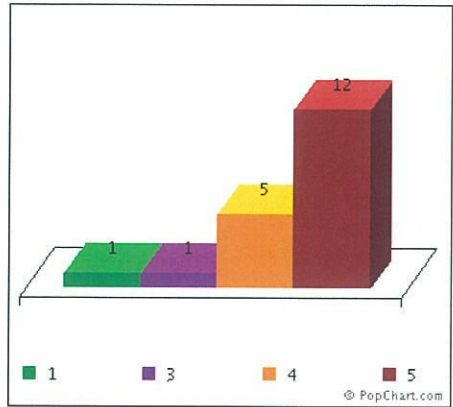
12. How would you rate the "Celebrity Interview" feature in Water for Tomorrow? (on a scale of 1 to 5, with 5 being the best)

Value	Count	Percent
1	1	5.0
2	2	10.0
3	5	25.0
4	6	30.0
5	5	25.0



13. How would you rate the "National Geographic photo spread" feature in Water for Tomorrow? (on a scale of 1 to 5, with 5 being the best)

Value	Count	Percent
1	1	5.0
2	0	0.0
3	1	5.0
4	5	25.0
5	12	60.0



14. Do you have any additional comments about the magazine?

Latest User Responses:

Customers don't seem to w...

User Provided No Response...

User Provided No Response...

Excellent publication.

no

[View All Responses for question #14](#)

ALL RESPONSES FOR QUESTION #6

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Surveys

Water For Tomorrow Subscriber Survey - Deadline: July 16

Date	User Name	Response
07/01/2010	Anonymous User	It's a good mix.How about where does your water come from?
06/22/2010	Anonymous User	More about the cost of water into the future Suggestion: Feature on the Water Conservation Garden at Cuyamaca College
06/29/2010	Anonymous User	Landscape conversions from grass to low-water use. Does drip make sense (cents) Rainbarrels at the residential and commercial level Gray water
06/24/2010	Anonymous User	Storing water for when it's needed Aquifers - home of hidden treasure What's in your water? (beneficial minerals, etc)
06/24/2010	Anonymous User	User Provided No Response
06/23/2010	Anonymous User	Water quality How ESA impacts our ability to do our jobs How urban water agencies have reduced per capita consumption How urban areas can conserve more in the future How codes are changing to conserve water in future construction Mega droughts--these can last for 600 years
06/22/2010	Anonymous User	Behind the scenes look at all the work that goes into getting water from source to tap; evolving water quality regulations are meant to protect you (but are really getting out of control); bottled water facts vs. myths.
06/22/2010	Anonymous User	More conservation, grey water, native plants, replacing grass with native garden & semi-permeable surfaces, etc.
06/23/2010	Anonymous User	New technology for solving consumers' water issues (products). A real tech issue.
06/23/2010	Anonymous User	Many people have conserved...killed their lawns, etc. Now what? How do they go about having nice landscapes w/o spending a bunch of money and w/o turing on the water for thirsty grass?
06/22/2010	Anonymous User	The relationship between native/low water use plants and the need for less water use. The correlation where less water use translate into energy savings.
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	Importance of the watershed; California's aging water infrastructure; What is the 20% x 2020 and how it effects everyone.
06/22/2010	Anonymous User	- More info on the latest legislative package policies
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/28/2010	Anonymous User	These are the main issues and topics to be covered. It will probably be more of re-introducing these topics along with any others people suggest.
07/06/2010	Anonymous User	User Provided No Response

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ALL RESPONSES FOR QUESTION #14

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Surveys

Water For Tomorrow Subscriber Survey - Deadline: July 16

Date	User Name	Response
07/01/2010	Anonymous User	User Provided No Response
06/24/2010	Anonymous User	no
06/29/2010	Anonymous User	User Provided No Response
06/24/2010	Anonymous User	User Provided No Response
06/23/2010	Anonymous User	No. Good job overall.
06/23/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	The cover of the first edition was very inviting. The other two covers have been graphically unappealing and unrepresentative of the inside content and tone. Are too many non graphic designers being given input?
06/22/2010	Anonymous User	User Provided No Response
06/23/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	It might be easier to also have the magazine title in Spanish for the Spanish version Thanks! Great job overall.
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/22/2010	Anonymous User	User Provided No Response
06/28/2010	Anonymous User	Excellent publication.
07/06/2010	Anonymous User	Customers don't seem to want them.

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Water for Tomorrow

Reader Survey Results

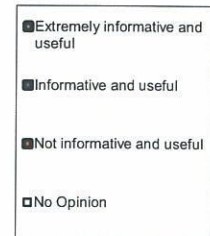
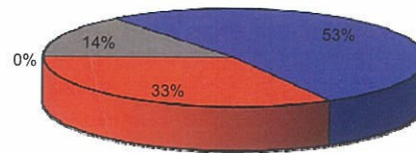
Background

Launched in the Spring of 2009, **Water for Tomorrow** is a new magazine produced in partnership with **National Geographic custom publishing**. We're very interested to hear your feedback on this groundbreaking new publication. This will be very helpful in improving our ability to provide you with the best and most up-to-date

This survey contained 5 questions. 21 people responded and results are below.

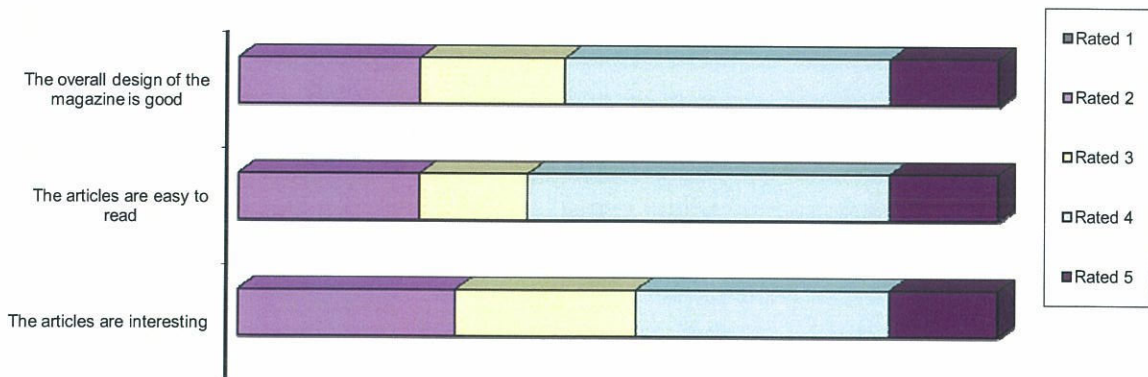
1. I would describe Water for Tomorrow as:

Extremely informative and useful	3
Informative and useful	11
Not informative and useful	7
No Opinion	0



2. When it comes to reading the magazine, how would you rate the following? (on a scale of 1 to 5, with 5 being the best)

	Rated 1	Rated 2	Rated 3	Rated 4	Rated 5
The articles are interesting	0	6	5	7	3
The articles are easy to read	0	5	3	10	3
The overall design of the magazine is good	0	5	4	9	3



5. Please list any topics that you would like to see us address in the future?

Perhaps more information on products I can buy to help me use water more wisely.

water supply legislation

New approach to Stormwater management and capture, treat, store in "least-cost" methods, and innovative tools. We have a proposal before the LACity River Revitalization Chair on how to augment our current methods and processes with new techniques. Include management innovation such as is represented in the "...Water Governance" proposal. Parts of it are patented, but they can be applied/licensed and appropriate now! Dick Hogan



November 9, 2010 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Resource Conservation & Public Outreach

Subject: Resolution of Intent for Continuation of Potable Water Standby Charge

SUMMARY:

Las Virgenes Municipal Water District desires to continue its Potable Water Replacement Program. Prior to FY 95-96, this program was funded entirely through the potable water rate structure from the Potable Water Replacement Fund. In June 1995, the District implemented a "Standby Charge" Program, pursuant to the 'Municipal Water District Law' (Water Code Section 71630 et seq) that would augment the Potable Water Replacement Fund with a steady source of alternate income. As the Replacement Fund Program benefits both existing and future customers, the Standby Charge is assessed on both improved and vacant properties insuring the capability and reliability to both existing customers now and future customers when service is needed. The program has been renewed each year since FY 95-96. Staff recommends that this program be continued for FY 11-12. The Standby Charge for FY 11-12 year will continue to be ten dollars (\$10) per parcel per year for parcels one acre and under and ten dollars (\$10) per acre and portion thereof per year for parcels greater than one acre. In FY 09-10, the District received \$505,000 in Standby Charge revenue for the Potable Water Replacement Fund.

Attached for Board approval and adoption is the Resolution of Intent (ROI) to continue the Potable Water Standby Charge.

Datastream Business Solutions, Inc. (formerly Reiter Lowry Consultants) will assist the District, as they have since the inception of the program, in administering the program by maintaining the tax database which is submitted to the County for the tax assessment, conducting necessary mailings and other program support. Staff recommends approval of the consulting agreement contract with Datastream Business Solutions, Inc. (attached) for a two-year period at an annual cost not to exceed \$20,500 (excluding postage).

RECOMMENDATION(S):

Approve the Letter Agreement for Professional Services with Datastream Business Solutions, Inc. for assistance on the Standby Charge Program, at an amount not to exceed \$20,500 per year (excluding postage) for a two year period; adopt the proposed Resolution of Intent (Resolution No. 11-10-2409) continuing the Standby Charge pursuant to the "Municipal Water District Law" with property owner notification pursuant to California Water Code, Section 71638.3; and Set a Public Hearing for 5:00 PM, January 11, 2011 to consider the continuation of the Standby Charge.

RESOLUTION NO. 11-10-2409: A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING JULY 1, 2011.

(Reference is hereby made to Resolution No. 11-10-2409 on file in the District's Resolution Book and by this reference the same is incorporated herein and made a part of hereof.)

FINANCIAL IMPACT:

Funds to cover the costs related to administration of the Potable Water Standby Charge Program

ITEM 12A

(consultant fees, staff labor, etc.) are included in the annual budget for FY 11-12 adopted by the Board (page A-3).

DISCUSSION:

For the first three years of the Standby Charge Program the District notified **ALL** landowners within the District, by postcard, pursuant to California Water Code, Article 2, Section 71632, of the public hearing to initiate or continue the water standby charge. In conjunction with this mass mailing, a notice of the time, place and purpose of the public hearing, was published in a newspaper of general circulation, once a week for a two week period, pursuant to Section 6066 of the Government Code. As this procedure was used for three consecutive years, the water code allows an alternative procedure (commencing Section 71638) for property owner notification. According to Section 71638.3 "The secretary shall cause written notice to be mailed to the owner of any affected property which changed ownership since the last standby assessment or availability was fixed...". This alternative was used for the FY 98-99 through FY 10-11 Standby Charge notification and is recommended for the FY 11-12 notification. In addition, a publication of the Notice of Public hearing will again be made, pursuant to Government Code Section 6066, in a newspaper of general circulation, once a week for a two week period.

A 'Deferral Program' is available for property owners that receive little or no District benefit. This deferral, once executed, remains in effect until 1) the property owner receives benefit in whatever form, 2) the Standby Charge Program is discontinued, or 3) the landowner terminates the deferral in writing and pays, to the District, the deferred charges due, up to a ten year maximum. Over the last 16 years 189 parcels less than one acre (\$1,890 in deferrals) and 493 parcels greater than one acre (\$105,230.94 in deferrals) have been deferred.

The Standby Charge program needs to be continued in order to guarantee a steady second source of income that will supplement the Potable Water Replacement Fund and to provide an equitable means of assessing existing and future customers for a portion of costs for replacing the potable water system.

Prepared By: Michael Brown, Civil Engineering Associate

ATTACHMENTS:

[Datastream Letter Agreement](#)

[Standby Resolution 11-10-2409](#)

[Notice of Public Hearing Standby Charge](#)

September 16, 2010

Mr. Mike Brown
Las Virgenes Municipal Water District
4232 Las Virgenes Rd.
Calabasas, CA 91302-1994

RE: Proposed Standby Charge Program for 2011/12 and 2012/13

Dear Mike:

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

Adopt Resolution of Intention	November 2010
Mail Notice (Alternate provisions)	November 2010
Conduct Hearing & Adopt Charges	January 2011
Process Applications	January 2011 – July 15, 2011
Submit Charges	August 10, 2011

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

DBSI's proposed scope of work for the FY 11/12 and FY 12/13 programs is based on the above and includes the following tasks:

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

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

PROPOSED SERVICES

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

DBSI will coordinate with the Auditor Controller of Los Angeles County for submission of FY 11/12 and FY 12/13 standby charges. DBSI will ensure the highest order of accuracy and provide ongoing liaison with the County. Following reconciliation of charges to the closed tax roll, DBSI will prepare an archive copy of FY 11/12 and FY 12/13 charges on compact disc.

The proposed budget covers the next twenty-four months of standby charge administration services, commencing October 1, 2010 and ending September 30, 2012. While DBSI anticipates actual expenses will be below this budget, the cost of printing, mailing, compact disc, etc. may go up during the next 24 months.

PROPOSED BUDGET (24 months)

• A total of 180 hours, at rates listed on the attached schedule, for all billing categories, to respond to FY 10/11 and FY 11/12 taxpayer inquiries and assist with the FY 11/12 and FY 12/13 Public Hearings, telephone support, and submitting FY 11/12 and FY 12/13 standby charges to Auditor.	\$22,600
---	----------

• Two mailings at \$3,800 each, an estimated 6,000 cards each*; preliminary proposed charges on compact disc and other reimbursable expenses; computer system (including maintenance, data, software and hardware usage for 24 months) @ \$450 per month.	18,400
---	--------

TOTAL PROPOSED BUDGET (24 months) (October 1, 2010 – September 30, 2012)	\$41,000
--	----------

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

In the event that Las Virgenes Municipal Water District does not levy standby charges, DBSI agrees

to termination upon 30-day written notice from the District and appropriate compensation for services rendered up to said cancellation date.

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

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gregg A. Lowry", is placed on a light blue rectangular background.

Gregg A. Lowry
President

EXHIBIT A

Datastream Business Solutions, Inc.

Rates and Charges

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

Federal I.D. Number 73-1681222

<u>Billing Category</u>	<u>Hourly Rate</u>
Principal	\$ 150
Associate	110
Associate/Systems Design	110
Programming	90
Research Assistant	70
Data Input	55
Word Processing	55

Reimbursable Expenses

Administrative Service Charge	\$10.00 per hour (based on Principals' billing hours)
Subconsulting	Actual Cost
Mileage	\$ 0.50 per mile
Express Delivery	Actual Cost
Printing	Actual Cost
Lodging	Actual Cost
Color Prints	\$.30 per page
Transparencies	\$1.60 per page
Other Expenses (directly related to project)	Actual Cost

Rates are reviewed annually in November.

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

RESOLUTION NO. 11-10-2409

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING JULY 1, 2011

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT as follows:

Section 1. Purpose and Scope

This resolution initiates proceedings to continue to levy a water standby charge for the fiscal year commencing July 1, 2011, to finance water replacement programs of the district.

Section 2. Affected Lands

Lands within the Las Virgenes Municipal Water District service boundaries are affected by this resolution.

Section 3. Proposed Charge

(a) The proposed standby charge shall not exceed \$10.00 per acre per year or \$10.00 per parcel of less than one acre per year for each parcel of affected land.

(b) It is also proposed that variance to the above charges be granted for unusual circumstances.

Section 4. Public Hearing

(a) The board shall conduct a public hearing at Las Virgenes Municipal Water District, 4232 Las Virgenes Road, Calabasas, California, on January 11, 2011, at the hour of 5:00 o'clock p.m., or as soon thereafter as the matter can be heard, to consider the continuation of the standby charges described herein. The board will hear and consider all objections or protests, if any, to the proposed charges.

(b) The notice of hearing shall be in the form required by law. The notice shall be mailed at least twenty-one days prior to the date set for hearing to each owner of land for which ownership has changed since the last standby assessment or availability charge was fixed as shown on the last equalized assessment roll, or known to the secretary of the district. The notice shall also be published at least once a week for two weeks prior to the date set for the hearing in a newspaper of general circulation printed and published within the district, if there is one, and if not, then in a newspaper of general circulation printed and published in Los Angeles County.

PASSED, APPROVED, AND ADOPTED this 9th day of November 2010.

Charles Caspary, President

ATTEST:

APPROVED AS TO FORM:

Glen Peterson, Secretary

Wayne K. Lemieux, Legal Counsel

(SEAL)

**Notice of Public Hearing
Las Virgenes Municipal Water District
Standby Charge**

Las Virgenes Municipal Water District, to continue its record of reliability in providing quality water service, proposes to continue to levy a standby charge to replace its potable water system.

The system now consists of more than 394 miles of water line, 24 storage tanks, 24 pump stations, Las Virgenes Reservoir and Westlake Filtration Plant. Las Virgenes' prompt restoration of water service to its customers following the January 1994 earthquake demonstrates the importance and inherent vulnerability of water delivery systems.

Standby charge revenue is used to assure the existing Las Virgenes water system continues to be sound, safe, and reliable. To accomplish this, the district proposes to continue its annual fee of \$10 per parcel (one acre or less) and \$10 per acre (over one acre), to replace pipes, equipment and other elements of the water system.

For a typical family, this will amount to less than 85 cents per month. If adopted, the charge will continue to be collected as part of annual property tax bills. Certain properties may qualify for deferral under the general headings of zoning, land use, and dedicated open space. To be considered for the 2011-2012 fiscal year, deferral requests must be submitted on forms available from the district no later than April 15, 2011. If your property has been previously granted a deferral by the district, no further action is necessary.

At its regular meeting beginning at 5:00 PM on January 11, 2011, the Board of Directors of the Las Virgenes Municipal Water District, 4232 Las Virgenes Road, Calabasas, CA 91302, the district will hold a public hearing to inform property owners and provide the opportunity to comment on or object to the proposal. Written remarks may be submitted to the address below, not later than 5:00 PM on January 11, 2011. All communications must identify the property owner and contain sufficient description to identify their lands. Copies of the resolution and the schedule of charges are available for review at the district office.

Following the public hearing, the Board of Directors of the district will vote on the proposed standby charge at its regular meetings on January 11 and 25, 2011.

Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302-1994
(800) 675-2141



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

MWD MEETING AGENDA

Regular Board Meeting

November 9, 2010

12:00 p.m. -- Board Room

Tuesday, November 9, 2010 Meeting Schedule		
7:00-8:00 a.m.	Rm. 2-413	Dir's. Computer Training
8:30 a.m.	Rm. 2-145	L&C
10:00 a.m.	Rm. 2-456	C&L
12:00 p.m.	Board Room	Board Meeting

MWD Headquarters Building •

700 N. Alameda Street •

Los Angeles, CA 90012

1. Call to Order

- (a) Invocation: (Guest)
- (b) Pledge of Allegiance: Director W. D. "Bud" Pocklington

2. Roll Call

3. Determination of a Quorum

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

5. OTHER MATTERS

- A. Approval of the Minutes of the Meeting for October 12, 2010. (A copy has been mailed to each Director)
Any additions, corrections, or omissions
- B. Report on Directors' meetings attended at Metropolitan expense for month of October

Date of Notice: October 27, 2010

ITEM 13A

- C. Approve committee assignments
- D. Chairman's Monthly Activity Report
- E. Report from Executive Committee on nominations
- F. Nomination and election of Board Secretary for two-year term effective January 1, 2011
- G. Update on Department Head Evaluation Process. (O&P)
[Public employees' performance evaluations—General Manager, General Counsel, General Auditor, Ethics Officer; to be heard in closed session pursuant to Gov. Code Section 54957]

6. DEPARTMENT HEADS' REPORTS

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

7. CONSENT CALENDAR ITEMS — ACTION

- 7-1 Appropriate \$610,000; and authorize final design for rehabilitation of sand traps for the Colorado River Aqueduct (Approp. 15373). (E&O)

Recommendation:

Option #1:

Adopt the CEQA determination and

- a. Appropriate \$610,000; and
- b. Authorize final design to rehabilitate three Colorado River Aqueduct sand traps.

- 7-2** Appropriate \$770,000; and award \$377,000 contract to Minako America Corp., dba Minco Construction, for rehabilitation of three service connection turnouts on the Upper Feeder (Approp. 15441). (E&O)

Recommendation:

Option #1:

Adopt the CEQA determination and

- a. Appropriate \$770,000; and**
- b. Award \$377,000 construction contract to Minco Construction to rehabilitate three service connection turnouts on the Upper Feeder.**

- 7-3** Appropriate \$370,000; and authorize preliminary design of rehabilitation projects at the Foothill and Sepulveda Canyon Hydroelectric Plants (Approp. 15458). (E&O)

Recommendation:

Option #1:

Adopt the CEQA determination and

- a. Appropriate \$370,000; and**
- b. Authorize preliminary design of rehabilitation projects at the Foothill and Sepulveda Canyon Hydroelectric Plants.**

- 7-4** Amend the Conflict of Interest Code in Chapter 2 of Division VII of the Metropolitan Water District Administrative Code for statutory compliance. (L&C)

Recommendation:

Option #1:

Adopt the CEQA determination and

- a. Approve the proposed amendments; and**
- b. Authorize the General Counsel to include additional non-substantial changes requested by the FPPC.**

(END OF CONSENT CALENDAR)

8. OTHER BOARD ITEMS — ACTION

- 8-1 Affirm the General Manager's determination that The Metropolitan Water District of Southern California's Parcel Nos. 1415-2-1, -3 (easterly portion), APN 8378-010-923, is surplus to Metropolitan's needs: 23.803 acres south of Arrow Highway, La Verne, California. (RP&AM)

Recommendation:

Option #1:

Adopt the CEQA determination and

- a. **Affirm the General Manager's determination that the subject property comprised of 23.803 acres is surplus and carry out disposition of the property in its current condition; and**
- b. **Market the property using the process outlined in Metropolitan Water District Administrative Code Section 8246 at its fair market value of between \$6.7 million to \$7.7 million in a form approved by the General Counsel.**

- 8-2 Affirm the General Manager's determination that 110 parcels (83.6 acres) acquired for construction and operation of an extension to the Box Springs Feeder, Riverside County, are surplus to Metropolitan's present needs and future operational requirements. (RP&AM)

(ACTION ON ITEM 8-2 WILL TAKE PLACE IN DECEMBER)

- 8-3 Authorize entering into an agreement with Securitas to provide security guard services for a maximum period of five years at a total cost not to exceed \$35 million. (E&O)

Recommendation:

Option #1:

Adopt the CEQA determination and authorize entering into an agreement with Securitas to provide security services for a one-year contract renewable for four additional years at a total cost not to exceed \$35 million.

- 8-4 Adopt 2010 Regional Urban Water Management Plan and resolution for submittal to the State of California. (WP&S)

Recommendation:

Option #1:

Adopt the CEQA determination and the 2010 RUWMP and the resolution for submittal to the state of California in order to comply with the Urban Water Management Planning Act of the California Water Code.

9. BOARD INFORMATION ITEMS

- 9-1 Calendar year 2010 summary and 2011 outlook on water supply and storage conditions for Metropolitan. (WP&S)
- 9-2 Little Hoover Commission recommendations for reorganizing California state water agencies. (WP&S)

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT

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

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

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

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