



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

AGENDA
REGULAR MEETING
April 21, 2020, 9:00 AM

Public Participation for Meetings of Las Virgenes Municipal Water District Board of Directors in Response to COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (superseding the Brown Act-related provisions of Executive Order N-25-20 issued on March 12, 2020), which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that members of the Las Virgenes Municipal Water District will participate in meetings telephonically.

PUBLIC PARTICIPATION: Pursuant to Executive N-29-20 and given the current health concerns, members of the public can access meetings live on-line, with audio and limited video, at www.LVMWD.com/LiveStream. In addition, members of the public can submit comments electronically for consideration by sending them to www.LVMWD.com/LiveStream. To ensure distribution to the members of the Las Virgenes Municipal Water District Board of Directors prior to consideration of the agenda, please submit comments 24 hours prior to the day of the meeting. Those comments, as well as any comments received during the meeting, will be distributed to the members of the Board of Directors and will be made part of the official public record of the meeting. Contact Josie Guzman, Executive Assistant/Clerk of the Board, at (818) 251-2123 or jguzman@lvmwd.com with any questions.

ACCESSIBILITY: If requested, the agenda and backup materials will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, in order to observe and/or offer public comment may request such reasonable modification, accommodation, aid, or service by contacting the Executive Assistant/Clerk of the Board by telephone at (818) 251-2123 or via email to jguzman@lvmwd.com no later than 9:00 AM on the day before the scheduled meeting.

Members of the public wishing to address the Board of Directors are advised that a statement of Public Comment Protocols is available from the Clerk of the Board. Prior to speaking, each speaker is asked to review these protocols, complete a speakers' card, and hand it to the Clerk of the Board. Speakers will be recognized in the order the cards are received. A live webcast of the meeting will be available at LVMWD.com. Also, a web-based version of the speaker card is available for those who would like to submit written comments electronically or request to make public comment by telephone during the meeting.

The Public Comments agenda item is presented to allow the public to address the Board on matters not on the agenda. The public may also present comments on matters on the agenda; speakers for agendized items will be recognized at the time the item is called up for discussion.

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

PLEDGE OF ALLEGIANCE

1 CALL TO ORDER AND ROLL CALL

2 APPROVAL OF AGENDA

3 PUBLIC COMMENTS

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

4 CONSENT CALENDAR

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

A List of Demands: April 21, 2020 (Pg. 5)

Receive and File

B Minutes: Regular Meeting of April 7, 2020 (Pg. 31)

Approve

C **Directors' Per Diem: March 2020 (Pg. 38)**

Ratify

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

A **MWD Representative Report (Pg. 45)**

B **Legislative and Regulatory Updates**

C **Water Supply Conditions Update (Pg. 50)**

6 **TREASURER**

7 **BOARD OF DIRECTORS**

A **Response to Coronavirus (COVID-19) Pandemic: Amended and Reenacted Emergency Declaration with Additional Relief for Customers (Pg. 52)**

Pass, approve and adopt proposed Resolution No. 2574, amending and reenacting the declaration of a local state of emergency due to the novel coronavirus (COVID-19) pandemic and authorizing interest-free payment plans for up to 24 months.

RESOLUTION NO. 2574

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2572, STATE OF EMERGENCY DUE TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC AND AUTHORIZING ACTIONS TO SUPPORT THE RESPONSE AND RECOVERY EFFORT

(Reference is hereby made to Resolution No. 2574 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

B **General District Election on November 3, 2020: Approval of Consolidated Election Services (Pg. 61)**

Pass, approve, and adopt proposed Resolution No. 2573, pertaining to a General District Election to be held in the District on Tuesday, November 3, 2020; and authorize the Board Secretary to submit certified copies of said resolution, completed Roster of Officeholders for Local Jurisdictions, and District Boundary and Divisions Map to the Board of Supervisors and the Registrar-Recorder/County Clerk of the County of Los Angeles.

RESOLUTION NO. 2573

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO PERMIT THE REGISTRAR-RECORDER/COUNTY CLERK TO RENDER ELECTION SERVICES FOR A GENERAL DISTRICT ELECTION TO BE HELD ON NOVEMBER 3, 2020

(Reference is hereby made to Resolution No. 2573 in the District's Resolution Book and by this reference the same is incorporated and made a part thereof.)

8 **FINANCE AND ADMINISTRATION**

A **Capacity and Developer Fee Deposits (Pg. 74)**

Receive and file the report on capacity and developer fee deposits, provide staff with feedback on a proposed process to reconcile accounts with outstanding deposits, and authorize implementation of a new proposed process to manage deposits more effectively in the future.

B **Sewer Service Capacity Fee for 28254 Laura La Plante Drive (Pg. 88)**

Deny the request to waive an additional \$4,134.50 for the current sewer service capacity fee associated with the property at 28254 Laura La Plante Drive, Agoura Hills.

9 **NON-ACTION ITEMS**

A **Organization Reports**

B **Director's Reports on Outside Meetings**

C **General Manager Reports**

(1) General Business

(2) Follow-Up Items

D **Director's Comments**

10 **FUTURE AGENDA ITEMS**

11 **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

12 **CLOSED SESSION**

13 **OPEN SESSION AND ADJOURNMENT**

Pursuant to Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and applicable federal rules and regulations, requests for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the Executive Assistant/Clerk of the Board in advance of the meeting to ensure availability of the requested service or accommodation. Notices, agendas, and public documents related to the Board meetings can be made available in appropriate alternative format upon request.

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: LYNDA LO-HILL, TREASURER

Payments for Board Meeting of: April 21, 2020

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

Wells Fargo Bank A/C No. 4806-994448

Checks Nos. 84692 through 84798 were issued less voids/stop payments in the total amount of \$ 2,351,049.00

Payments through wire transfers as follows:

Sub-Total Wires	\$ -
Total Payments	\$ 2,351,049.00

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

**CHECK LISTING FOR BOARD MEETING
04/21/20**

Company Name	Company No.	Check No.	Check No.	Total
		84692 thru 84737 04/07/20	84738 thru 84798 04/14/20	
		Amount	Amount	
Potable Water Operations	101	54,328.94	169,305.73	223,634.67
Recycled Water Operations	102	451.89		451.89
Sanitation Operations	130	6,477.83	2,090.09	8,567.92
Potable Water Construction	201			-
Water Conservation Construction	203			-
Sani- Construction	230			-
Potable Water Replacement	301		19,516.23	19,516.23
Reclaimed Water Replace	302			-
Sanitation Replacement	330	5,138.65	11,201.83	16,340.48
Internal Service	701	42,867.45	1,254,434.77	1,297,302.22
JPA Operations	751	113,680.55	311,637.40	425,317.95
JPA Construction	752			-
JPA Replacement	754	362,253.50		362,253.50
Total Printed		585,198.81	1,768,186.05	2,353,384.86

Voided Checks/ payment stopped:

Check #84632	701	(315.00)		(315.00)
Check #84543	701	(500.00)		(500.00)
Check #84670	101	(70.86)		(70.86)
Check #83736	301	(1,450.00)		(1,450.00)
Total Voids		(2,335.86)		(2,335.86)
Net Total		582,862.95	1,768,186.05	2,351,049.00

Batch Number - 279064
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
84692	04/07/20	2317	ACORN NEWSPAPER	AD-SOLAR PROJECT-3/17	PV	169353	001	00701	670.60	149437
				Payment Amount					670.60	
84693	04/07/20	3077	AIRGAS USA, LLC	GLOVES	PV	169428	001	00701	804.17	9099319532
				Payment Amount					804.17	
				RESPRTRS/GLOV ES	PV	169439	001	00701	1,151.17	9099341147
				Payment Amount					1,151.17	
				RAINBOOTS	PV	169440	001	00701	364.64	9099488403
				Payment Amount					364.64	
			Alt Payee	AIRGAS USA, LLC P. O. BOX 102289 PASADENA CA 91189-2289						
84694	04/07/20	21135	AMERICAN BUSINESS BANK	RTN#6 PURE WTR DEMO	PV	169436	001	00754	8,252.50	10638/RTN#6
				Payment Amount					8,252.50	
84695	04/07/20	19264	A TO Z LAW	RTN#7 PURE WTR DEMO	PV	169437	001	00754	9,489.50	10638/RTN#7
				Payment Amount					9,489.50	
84695	04/07/20	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	JPA COUNSEL SRV-FEB'20	PV	169410	001	00701	484.00	57690
				Payment Amount					484.00	
84695	04/07/20	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	(9) ED LUNCH TRNG-2/26	PV	169435	001	00701	315.00	06-12470
				Payment Amount					315.00	
84697	04/07/20	2869	AT&T	SRV	PV	169373	001	00101	219.67	2150/032020
				Payment Amount					219.67	
84698	04/07/20	21465	AYALA ENGINEERING INC.	RPR DUCTING-TAPIA 2/27	PV	169406	001	00701	9,750.00	1212
				Payment Amount					9,750.00	
84699	04/07/20	20698	BATTERIES PLUS	(2) 12V SLA BATTERIES	PV	169357	001	00101	446.98	P25221875
				Payment Amount					446.98	
84700	04/07/20	20872	CANDU GRAPHICS	DOC DUP-WL PRJ	PV	169438	001	00701	215.63	80211
				Payment Amount					215.63	
84701	04/07/20	2513	CAPCO ANALYTICAL	FEB'20 SAMPLING	PV	169418	001	00701	365.00	200384
				Payment Amount					365.00	

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
Number	Date	Number				Number	Item Co		Number
		6771	G.I. INDUSTRIES P. O. BOX 541065 LOS ANGELES CA 90054-1065						
				Payment Amount				1,017.96	
84710	04/07/20	18594	HAROLD BECK & SONS, INC	ACTUATOR	PV	169355	001 00751	1,031.38	322764
				HARDWARE					
				Payment Amount				1,031.38	
84711	04/07/20	2732	INDUSTRIAL METAL SUPPLY	METAL-PRIMARY SKIMMERS	PV	169380	001 00751	162.18	598807
				Payment Amount				162.18	
84712	04/07/20	20656	INTERNATIONAL PRINTING & TYPESETTING INC	CURRENT FLOW #1	PV	169424	001 00701	2,220.18	22339
				Payment Amount				2,220.18	
				(4)					
				RETRACTABLE BANNERS				1,084.05	22193
				1,200 SOLAR FIELD LETTERS				788.40	22334
				Payment Amount				4,092.63	
84713	04/07/20	2611	LA DWP	RECTIFIER	PV	169377	001 00101	42.20	503850/031820
				2/18-3/18					
				RECTIFIER				47.48	017698/031720
				2/13-3/16					
				Payment Amount				89.68	
84714	04/07/20	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	JED SMTH P/S 2/10-3/9	PV	169385	001 00101	54.97	0254/031820
				Payment Amount				54.97	
				L/S#2				54.97	0570/031820
				2/13-3/12					
				L/S#1				54.97	1775/031820
				2/13-3/12					
				BLDG#7				831.94	2656/031820
				2/11-3/11					
				BLDG#2				366.58	2658/031820
				2/11-3/11					
				FIRE PRTCN#7				7.50	2654/031820
				2/11-3/11					
				HQ BLDG#8				322.06	2647/031820
				2/11-3/11					

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Ltr Co	Amount	Invoice Number
				FIRE PRTC#8	PV	169392	001 00701	7.50	2650/031820
				2/11-3/11					
				RLV 2/11-3/11	PV	169399	001 00751	411.79	2090/031820
				TAPIA	PV	169394	001 00751	456.93	1760/031820
				2/11-3/11					
				RLV FARM	PV	169395	001 00751	174.65	2080/031820
				2/11-3/11					
				Payment Amount				2,743.86	
84715	04/07/20	19396	JAY LEWITT	MLG-WTRWS MTG	PV	169380	001 00701	10.24	022020
				2/20/20					
				REIMB-AIR/ACW	PV	169381	001 00701	271.96	031220
				A SYMPSM 3/12					
				REIMB-AIR/WTR	PV	169382	001 00701	181.96	031520
				USE CONF 3/15					
				REIMB-AIR/DC	PV	169384	001 00701	615.80	033120
				LBY 3/31					
				Payment Amount				1,079.96	
84716	04/07/20	19622	LYNDA LO-HILL	EXP-WTR EDU	PV	169383	001 00701	178.01	031320
				TOUR 3/10-13					
				Payment Amount				178.01	
84717	04/07/20	2814	MCMMASTER-CARR SUPPLY CO	RETAINING	PV	169363	001 00751	31.40	36268028
				RINGS					
				HEX SCREWS	PV	169364	001 00751	22.45	36282760
				PIPE FITTINGS	PV	169365	001 00101	71.87	36734116
				U BOLT PIPE	PV	169366	001 00751	686.09	36933878
				SUPPORT					
				CR #34897660	PD	169367	001 00101	84.69	36927262
				FOAM MOUNTING	PV	169368	001 00701	88.77	36508716
				TAPE					
				STAMP&PAD/CLM	PV	169369	001 00101	361.45	36586315
				PS/PIPE					
				FTTINGS/STRUT	PV	169370	001 00101	113.93	36675626
				CHNLACCSS					
				GAS	PV	169371	001 00751	237.09	36497635
				SPRING/MOUNTS					
				Payment Amount				1,528.36	
84718	04/07/20	14322	MILES	8.97 TN FERRC	PV	169396	001 00701	6,181.08	588654-REV

Batch Number - 279064

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Lim Co		
			CHEMICAL COMPANY, INC	CHLORIDE					
84719	04/07/20	2839	MOTION INDUSTRIES, INC.	COMPACTOR PARTS	PV	169419	001 00701	611.49	CA22-653458
				V-BELTS	PV	169420	001 00701	235.63	CA22-653794
				HI TEMP GREASE	PV	169421	001 00701	115.11	CA22-653779
				V-BELTS	PV	169422	001 00701	60.33	CA22-653684
			Alt Payee 10317 MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074						
84720	04/07/20	2852	NEW PIG CORP	SPILL	PV	169361	001 00751	1,578.97	4891156-00
				CONTNMNT PALLETS					
84721	04/07/20	16372	OLIN CORPORATION - CHLORALKALI	HYPOCHLORITE	PV	169397	001 00701	4,097.07	2800454
				4,940 GAL HYPOCHLORITE	PV	169398	001 00701	4,161.09	2801169
				4,832 GAL HYPOCHLORITE	PV	169399	001 00701	4,070.11	2803018
				4,960 GAL HYPOCHLORITE	PV	169400	001 00701	4,177.93	2803986
			Alt Payee 16373 OLIN CORPORATION - CHLORALKALI P.O. BOX 402766 ATLANTA GA 30384-2766						
84722	04/07/20	18874	PACIFIC HYDROTECH CORPORATION	PMT#7-PWP-DEM O CONST	PV	169414	001 00701	189,790.00	10638/PMT#7
				PMT#6-PWP-DEM O CONST	PV	169415	001 00701	165,050.00	10638/PMT#6
				RTN#6-PWP DEMO CONST	PD	169416	001 00754	8,252.50-	10638/RTN#6
				RTN#7-PWP DEMO CONST	PD	169417	001 00754	9,489.50-	10638/RTN#7

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Item Co		
84723	04/07/20	17295	QUADIENT LEASING USA, INC	MAIL MCHN PMT 3/9-4/8	PV	169423	001 00701	325.50	N8200472
84724	04/07/20	18505	RAFTELIS FINANCIAL CONSULTANTS, INC.	P/E 2/29-RATE STDY	PV	169411	001 00701	2,595.00	14363
84725	04/07/20	16022	ROLLS SCAFFOLD & EQUIPMENT, INC	SCFFLD-WLK 2/3-3/1	PV	169408	001 00701	2,268.02	6083441S1C
84726	04/07/20	15800	SAFE AND BEAUTIFUL TREE CO., INC.	BUSH CLRING-MORRSN P/S	PV	169359	001 00751	850.00	030920
84727	04/07/20	2926	SCAP	MEMBERSHIP FY 20-221	PV	169372	001 00701	7,587.00	20/21-31
84728	04/07/20	20898	SDI PRESENCE LLC	P/E 2/29-ERP CONST SRV	PV	169413	001 00701	5,138.65	4320
84729	04/07/20	2957	SOUTHERN CALIFORNIA EDISON	ENERGY CHGS-MAR'20	PV	169442	001 00101	2,319.19	2869/040220
				ENERGY CHGS-MAR'20	PV	169442	002 00101	390.43	2869/040220
				ENERGY CHGS-MAR'20	PV	169442	003 00101	10.06	2869/040220
				ENERGY CHGS-MAR'20	PV	169442	004 00101	13.12	2869/040220
				ENERGY CHGS-MAR'20	PV	169442	005 00101	11.47	2869/040220

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Key Item Co	Amount	Invoice Number
				ENERGY	PV	169442	006 00101	2,971.57	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	007 00101	3,846.46	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	008 00101	8,037.72	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	009 00101	4,274.60	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	010 00101	11.74	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	011 00101	124.90	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	012 00101	3,372.34	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	013 00101	10,840.54	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	014 00101	43,362.18	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	015 00101	12.85	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	016 00101	791.93	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	017 00101	710.60	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	018 00101	5,279.59	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	019 00101	53.13	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	020 00101	123.61	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	021 00101	567.87	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	022 00101	2,638.60	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	023 00101	13.91	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	024 00101	934.64	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	025 00101	14.53	2869/040220
				CHGS-MAR'20					
				ENERGY	PV	169442	026 00101	325.39	2869/040220
				CHGS-MAR'20					

Batch Number - 279064
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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Key itm Co	Amount	Invoice Number
				CHGS-MAR'20	PV	169442	027 00101	12.47	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	028 00101	5,534.13	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	029 00101	1,668.54	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	030 00101	1,324.93	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	031 00101	3,396.32	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	032 00101	7,829.21	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	033 00101	3,193.58	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	034 00101	70.79	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	035 00101	356.07	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	036 00101	11.47	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	037 00101	21.48	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	038 00101	634.24	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	039 00101	956.29	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	040 00101	2,983.97	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	041 00101	10.06	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	042 00101	13.87	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	043 00101	73.51	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	044 00101	13.43	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	045 00101	496.21	2869/040220
				ENERGY					
				CHGS-MAR'20	PV	169442	046 00101	6.19	2869/040220
				ENERGY					
				CHGS-MAR'20					

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Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
				ENERGY	PV	169442	047	00101	6.18	2869/040220
				CHGS-MAR'20						
				ENERGY	PV	169442	048	00101	445.71	2869/040220
				CHGS-MAR'20						
				ENERGY	PV	169442	049	00101	279.95	2869/040220
				CHGS-MAR'20						
				ENERGY	PV	169442	050	00101	1,899.70	2869/040220
				CHGS-MAR'20						
				ENERGY	PV	169442	051	00101	934.49	2869/040220
				CHGS-MAR'20						
				ENERGY	PV	169442	052	00101	467.24	2869/040220
				CHGS-MAR'20						
				ENERGY	PV	169442	053	00101	1,021.21	2869/040220
				CHGS-MAR'20						
				Payment Amount						
84730	04/07/20	2958	SOUTHERN CALIFORNIA GAS CO	CONDUIT 2/19~3/20	PV	169375	001	00101	14.79	8400/032420
				Payment Amount					124,734.21	
				SCADA ANTENNA CABLE	PV	169356	001	00701	1,155.39	10358356
				Payment Amount					14.79	
84731	04/07/20	4529	TALLEY COMMUNICATION S		PV	169356	001	00701	1,155.39	10358356
				Payment Amount					1,155.39	
84732	04/07/20	18641	TECHNICAL SAFETY SERVICES INC.	BIO LAB TST/HOOD CALIB	PV	169434	001	00701	1,803.00	IN0241956
				Payment Amount					1,803.00	
84733	04/07/20	20971	THOUSAND OAKS PLUMBING INC.	CLEAR DRAIN-BD 8 TENANT	PV	169352	001	00101	160.00	21005569
				Payment Amount					1,803.00	
84734	04/07/20	8764	UNITED IMAGING	MICR TONER-HP LSRJET	PV	169379	001	00701	218.99	1115457
				Payment Amount					160.00	
84735	04/07/20	3034	VORTEX INDUSTRIES	RPR ROLL UP DOOR-BD 4	PV	169351	001	00701	1,611.08	01-1425195
				Payment Amount					701.40	
84736	04/07/20	19685	W. LITTEN INC.	SPRYFLD 3/17~3/20	PV	169402	001	00701	4,168.96	20013
				Payment Amount					1,611.08	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
84737	04/07/20	18914	WECK LABORATORIES, INC.	SPRYFLD	PV	169409	001	00701	4,989.85	20014
				3/24-3/27						
				Payment Amount					9,158.81	
				TAPIA	PV	169403	001	00701	7.43	W0C0798-LV
				GNDWTR-0C1008						
				9						
				DIONIZED	PV	169404	001	00701	26.52	W0C0979-LV
				WTR-0C10087						
				RLV	PV	169405	001	00701	579.54	W0C0980-LV
				GRNDWTR-0C030						
				94						
				Payment Amount					613.49	
				Total Amount of Payments Written					585,198.81	
				Total Number of Payments Written					46	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key ltm	Key Co	Amount	Invoice Number
84738	04/14/20	19269	ACC BUSINESS	INTERNET 2/11-3/10	PV	169497	001	00701	913.82	200737051
				Payment Amount					913.82	
84739	04/14/20	2339	AGOURA LOCK TECHNOLOGIES	60 KEYED PADLOCKS	PV	169480	001	00701	1,473.65	88785
				Payment Amount					1,473.65	
84740	04/14/20	19993	ALEXANDER'S CONTRACT SERVICES, INC.	MTR READS 2/24-3/20	PV	169482	001	00701	19,563.31	102735
				Payment Amount					19,563.31	
84741	04/14/20	18686	ANALYTICAL TECHNOLOGY, INC.	TURBIDITY SENSOR	PV	169456	001	00751	993.78	424862
				Payment Amount					993.78	
84742	04/14/20	2869	AT&T	SRV 3/23-4/22 SRV 3/23-4/22	PV	169594	001	00101	260.97	7426/032320
				Payment Amount					260.97	
84743	04/14/20	20491	BEST BEST & KRIEGER LLP	P/E 2/29-FED LBBY	PV	169503	001	00701	7,500.00	872983
				Payment Amount					7,500.00	
84744	04/14/20	21536	BUILDING BLOCK ENTERTAINMENT INC.	P/E 2/29-ST LBBY	PV	169504	001	00701	5,000.00	872984
				Payment Amount					5,000.00	
84745	04/14/20	21141	CAVANAUGH & ASSOCIATES, P.A.	SRV @ 4 SCHOOL FEB/MAR	PV	169462	001	00701	4,000.00	3406-7
				Payment Amount					4,000.00	
84746	04/14/20	16677	CEMEX INC.	'18 AWWA AUDIT VALIDATN	PV	169568	001	00101	2,500.00	WE.19.050-1
				Payment Amount					2,500.00	
84747	04/14/20	16364	D&H WATER SYSTEMS INC.	SLURRY-LARBOA RD LN	PV	169469	001	00101	889.14	9441541371
				Payment Amount					889.14	
84748	04/14/20	2605	DELTA PACIFIC INDUSTRIES	W&T ANALYZER PROBE	PV	169457	001	00751	1,260.04	12020-0302
				Payment Amount					1,260.04	
84749	04/14/20	2605	DELTA PACIFIC INDUSTRIES	CONTACT & BRK CLNRS	PV	169478	001	00701	495.38	5457
				Payment Amount					495.38	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
84749	04/14/20	19033	DENOVO VENTURES, LLC	MAY'20 DIST RCVRY	PV	169498	001	00701	4,938.00	66144
84750	04/14/20	21531	BRENDA DEPEW	Payment Amount	PV	169447	001	00101	261.17	071845
				BAL-CLOSED A/C						
84751	04/14/20	15907	ELY JR'S PUMPING	Payment Amount	PV	169445	001	00101	939.58	9999791
				BAL-CLOSED A/C						
84752	04/14/20	19397	FIRST CHOICE SERVICES	Payment Amount	PV	169551	001	00701	111.89	374514
				3/20 COFFEE SRV-HQ						
				3/20 COFFEE SRV-RLV						
				3/20 COFFEE SRV-TAPIA						
				3/20 COFFEE SRV-WLK						
84753	04/14/20	6770	G.I. INDUSTRIES	Payment Amount	PV	169471	001	00701	977.87	2939699-0283-3
				4/20 HQ & OPS DISP						
				4/20 RLV FARM DISP						
				4/20 RLV DISP						
				4/20 DISP-WLK						
				3/16-3/31 SHOP BLDG						
				Payment Amount					266.75	
				4/20 HQ & OPS						
				4/20 RLV FARM						
				4/20 RLV DISP						
				4/20 DISP-WLK						
				3/16-3/31 SHOP BLDG						
				Payment Amount					2,349.60	
84754	04/14/20	7251	GENERAL PAVEMENT MANAGEMENT	RFND	PV	169452	001	00101	560.42	9999784-07541
				BAL-CLOSED A/C						
84755	04/14/20	2701	GRAINGER, INC.	Payment Amount	PV	169470	001	00701	137.38	9475979788
				BINS FOR TOOL BOX						

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
		All Payee	5453 GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001	HAND SOAP	PV	169481	001	00701	136.87	9472733675
				Payment Amount					274.25	
84756	04/14/20	2705	HACH COMPANY	LAB SUPPLIES	PV	169506	001	00701	340.34	11863245
				SENSOR CAP	PV	169507	001	00701	269.88	11887609
		All Payee	6442 HACH COMPANY 2207 COLLECTIONS CENTER DR CHICAGO IL 60693							
				Payment Amount					610.22	
84757	04/14/20	7421	HAMNER, JEWELL AND ASSOCIATES	P/E 3/15-EMGCY GNRTRS	PV	169502	001	00701	106.25	200108
				Payment Amount					106.25	
84758	04/14/20	2727	IDEXX LABORATORIES	LAB SUPPLIES	PV	169533	001	00701	1,724.82	3061797198
		All Payee	6447 IDEXX LABORATORIES P. O. BOX 101327 ATLANTA GA 30392-1327							
				Payment Amount					1,724.82	
84759	04/14/20	21532	EDWARD C/JEAN JACOB	RFND BAL-CLOSED A/C	PV	169448	001	00101	112.52	011740
				Payment Amount					112.52	
84760	04/14/20	2745	JOEY M/S UPHOLSTERERS	RPR SEAT-VEH#816 RPR SEAT-VEH#864	PV	169479	001	00701	677.25	22815
				Payment Amount					677.25	
84761	04/14/20	2611	LA DWP	RECTIFIER 2/27-3/27 TWN LKS P/S 2/19-3/16	PV	169454	001	00101	42.20	851260/032720
				Payment Amount					978.70	
				Payment Amount					6,392.85	
84762	04/14/20	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	MORRSN P/S 2/27-3/25 IND HILLS	PV	169585	001	00751	33.72	0331/040120
				Payment Amount					33.72	
				Payment Amount					6,350.65	
				Payment Amount					301.45	
				Payment Amount					301.45	
				Payment Amount					28154	
				Payment Amount					28154	
				Payment Amount					851260/032720	
				Payment Amount					875698/040120	
				Payment Amount					0331/040120	
				Payment Amount					0558/040120	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
84763	04/14/20	15749	LAWRENCE ROLL-UP DOORS, INC.	2/27-3/25 BD#7/RW	PV	169587	001	00701	246.10	2655/040120
				2/26-3/24 BD#8/RW	PV	169588	001	00701	200.00	2652/040120
				2/26-3/24 BD#8/RECL	PV	169589	001	00701	232.92	2646/040120
				2/26-3/24 RWPS	PV	169590	001	00701	173.33	2645/040120
				2/26-3/24 EQS TNK	PV	169591	001	00101	83.11	0896/040120
				2/26-3/24 WLK FLT	PV	169592	001	00101	171.80	0907/040120
				2/27-3/26 WLK FLT	PV	169593	001	00101	331.08	0909/040120
				2/27-3/26 Payment Amount					1,505.78	
				RPR GARAGE	PV	169476	001	00701	700.45	2058586
				GATE-HQ						
				Payment Amount					700.45	
84764	04/14/20	21533	LIBERTY FUND LLC	RFND	PV	169449	001	00101	129.34	075271
				BAL-CLOSED A/C						
				Payment Amount					129.34	
84765	04/14/20	2814	MCMaster-CARR SUPPLY CO	NUTSERIS	PV	169463	001	00751	82.07	37272689
				VALVE	PV	169464	001	00751	331.50	36871960
				REPLCMNT						
				TOOLS						
				GAS SPRING	PV	169465	001	00751	151.33	36875541
				COILED CABLE	PV	169466	001	00701	35.67	37203829
				Payment Amount					600.57	
				TREE RETNTN	PV	169527	001	00701	1,600.00	4555
				STDY-FEB/20						
				Payment Amount					1,600.00	
84767	04/14/20	2839	MOTION	ROLLER	PV	169531	001	00701	2,090.09	CA22-652157

All Payee 3197 MC MASTER-CARR
P. O. BOX 7690
CHICAGO IL 60680-7690

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
							Item Co		
			INDUSTRIES, BEARING						
			INC. CARTRDG						
			Alt Payee 10317 MOTION INDUSTRIES INC.						
			FILE 749376						
			LOS ANGELES CA 90074						
84768	04/14/20	19956	M6	Payment Amount	PV	169501	001 00701	2,090.09	
			CONSULTING, CONSLT-WLK	P/E 2/29 W/F				16,359.98	1329-20
			INC.						
84769	04/14/20	2852	NEW PIG CORP	Payment Amount	PV	169461	001 00751	16,359.98	
				HYDRIC				2,192.39	23007985-00
				DRUM-PWP					
84770	04/14/20	16687	NEWBURY PARK	Payment Amount	PV	169467	001 00701	2,192.39	
			TREE SERVICE, INSECTICIDE	OAK TREE				250.00	12871
			INC.						
84771	04/14/20	2302	OFFICE DEPOT	Payment Amount	PV	169513	001 00701	1,240.00	
				SYCAMORE				990.00	12870
				PRUNE & FEED					
				TISSUE/DUSTER				157.27	450876161001
				/CLNR					
				RECLOSABLE				34.37	455823539001
				BAGS/CLIPS					
				SIGN-O.				26.26	455824783001
				SLOSSER					
				INDEX				827.64	462124809001
				TABS/PAPER/SP					
				PLIES					
				TONER				189.85	462708438001
				ENVELOPES/FOL				52.99	462708437001
				DERS					
				SPEAKERS				70.28	462708207001
				Payment Amount				1,358.66	
84772	04/14/20	16372	OLIN	4,796 GAL	PV	169509	001 00701	4,039.79	2806895
			CORPORATION - HYPOCHLORITE						
			CHLORALKALI						
				4,902 GAL				4,129.08	2808797
				HYPOCHLORITE					
				4,790 GAL				4,034.74	2809862
				HYPOCHLORITE					

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Key Co	Amount	Invoice Number		
				4,780 GAL	PV	169512	001	00701	4,026.31	2812125		
				HYPOCHLORITE								
				4,986 GAL	PV	169547	001	00701	4,199.83	2813293		
				HYPOCHLORITE								
				4,824 GAL	PV	169548	001	00701	4,063.38	2814621		
				HYPOCHLORITE								
				All Payee 16373 OLIN CORPORATION - CHLORALKALI P.O. BOX 402766 ATLANTA GA 30384-2766								
				Payment Amount					24,493.13			
84773	04/14/20	21534	JOY L ALLEN	RFND	PV	169450	001	00101	158.31	012354		
			OSBORNE	BAL-CLOSED								
				A/C								
				Payment Amount					158.31			
84774	04/14/20	3110	GLEN PETERSON	MWD REP	PV	169505	001	00701	1,320.00	16		
				FEE-MAR'20								
				Payment Amount					1,320.00			
84775	04/14/20	8484	PRAXAIR	WELDING ROD	PV	169459	001	00751	213.01	95703261		
			DISTRIBUTION,									
			INC									
				CYLINDR RENT	PV	169460	001	00101	197.10	95630497		
				2/20-3/20								
				All Payee 8898 PRAXAIR DISTRIBUTION INC. DEPT. LA 21511 PASADENA CA 91185-1511								
				Payment Amount					410.11			
84776	04/14/20	20334	PRUDENTIAL	3/20	PV	169569	001	00701	63.10	170979933		
			OVERALL	UNFRMS/MATS/T								
			SUPPLY	WLS								
				3/20	PV	169569	002	00701	61.87	170979933		
				UNFRMS/MATS/T								
				WLS								
				3/20	PV	169570	001	00701	63.10	170981405		
				UNFRMS/MATS/T								
				WLS								
				3/20	PV	169570	002	00701	61.87	170981405		
				UNFRMS/MATS/T								
				WLS								
				3/20	PV	169571	001	00701	63.10	170982885		
				UNFRMS/MATS/T								

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Key	Amount	Invoice Number
Number	Date	Number				Number	Item	Co		Number
WLS										
3/20					PV	169571	002	00701	61.87	170982885
UNFRMS/MATS/T										
WLS										
3/20					PV	169572	001	00701	63.80	170984356
UNFRMS/MATS/T										
WLS										
3/20					PV	169572	002	00701	61.87	170984356
UNFRMS/MATS/T										
WLS										
3/20					PV	169573	001	00701	9.60	170979928
UNFRMS/MATS/T										
WLS										
3/20					PV	169573	002	00701	21.44	170979928
UNFRMS/MATS/T										
WLS										
3/20					PV	169574	001	00701	9.60	170981400
UNFRMS/MATS/T										
WLS										
3/20					PV	169574	002	00701	21.44	170981400
UNFRMS/MATS/T										
WLS										
3/20					PV	169575	001	00701	9.60	170982880
UNFRMS/MATS/T										
WLS										
3/20					PV	169575	002	00701	21.44	170982880
UNFRMS/MATS/T										
WLS										
3/20					PV	169576	001	00701	9.60	170984351
UNFRMS/MATS/T										
WLS										
3/20					PV	169576	002	00701	21.44	170984351
UNFRMS/MATS/T										
WLS										
3/20					PV	169577	001	00701	311.50	170979931
UNFRMS/MATS/T										
WLS										
3/20					PV	169578	001	00701	311.25	170981403
UNFRMS/MATS/T										
WLS										
3/20					PV	169579	001	00701	311.25	170982883
UNFRMS/MATS/T										
WLS										

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169580	001 00701	311.25	170984354
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169581	001 00701	33.20	170979932
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169581	002 00701	30.83	170979932
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169582	001 00701	33.20	170981404
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169582	002 00701	30.83	170981404
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169583	001 00701	33.20	170982884
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169583	002 00701	30.83	170982884
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169584	001 00701	33.20	170984355
				UNFRMS/MATS/T					
				WLS					
				3/20	PV	169584	002 00701	30.83	170984355
				UNFRMS/MATS/T					
				WLS					
				Payment Amount					
84777	04/14/20	20124	RON'S PORTABLE WELDING	RACK & MOUNT-VEH#928	PV	169458	001 00701	1,522.26	6681
								2,126.11	
				Payment Amount					
				LOCKBOX FEES-FEB'20	PV	169483	001 00701	1,077.99	44175
				LOCKBOX FEES-MAR'20	PV	169485	001 00701	1,140.32	44176
				Payment Amount					
				25.09 TN FILL SAND	PV	169532	001 00701	509.69	72765
								2,218.31	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item Co	Amount	Invoice Number
AGGREGATE									
SALES, INC									
84780	04/14/20	21499	GREGORY	Payment Amount	PV	169268	001 00101	509.69	
			SARKSIAN	RFND				70.86	074026/020720
				BAL-CLOSED					
				A/C					
Payment Amount									
84781	04/14/20	20412	SHRED-IT USA	Payment Amount	PV	169500	001 00701	206.74	8129472264
			LLC	MAR'20 DOC					
				SHRDNG					
Payment Amount									
84782	04/14/20	2957	SOUTHERN	Payment Amount	PV	169453	001 00751	13,112.06	4500-42/04042
			CALIFORNIA	RW P/S					0
			EDISON	3/2-3/31/20					
Payment Amount									
84783	04/14/20	2958	SOUTHERN	Payment Amount	PV	169557	001 00101	15.38	1200/040320
			CALIFORNIA	JBR P/S					
			GAS CO	3/3-4/1					
Payment Amount									
84784	04/14/20	2499	STATE OF CA -	Payment Amount	PV	167430	001 00301	3,503.63	PERMIT/10671
			DEP OF PARKS	ROE				1,450.00	
			& RECREATION	PERMIT-SADL					
				PEAK TNK					
Payment Amount									
84785	04/14/20	3789	T & T TRUCK &	Payment Amount	PV	169550	001 00701	860.00	0145820-IN
			CRANE SERVICE	CRANE					
				SRV-TAPIA 3/6					
Payment Amount									
84786	04/14/20	21535	YANG/IVAN	Payment Amount	PV	169451	001 00101	88.03	063187
			THOMAS	RFND					
				BAL-CLOSED					
				A/C					
Payment Amount									
84787	04/14/20	20971	THOUSAND OAKS	Payment Amount	PV	169474	001 00101	1,002.50	23790334
			PLUMBING INC.	INSTALL					
				INSTAHOT-BD8					
				REPLC DRAIN					23907084

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document . . .	Key Item	Co	Amount	Invoice Number
84788	04/14/20	7737	TOLMAN & WIKER INSURANCE SERVICES, LLC	LINE-BD8 Payment Amount	PV	169534	001	00701	181,711.65	1699696
				LAB & PROP-4/1/20-4 1/1/21					3,258.50	
				LAB & PROP-4/1/20-4 1/1/21	PV	169534	002	00701	30,943.11	1699696
				LAB & PROP-4/1/20-4 1/1/21	PV	169534	003	00701	71,482.72	1699696
				LAB & PROP-4/1/20-4 1/1/21	PV	169534	004	00701	65,884.83	1699696
				LAB & PROP-4/1/20-4 1/1/21	PV	169534	005	00701	120,599.69	1699696
				CYBER LAB-4/1/20-4 1/1/21	PV	169535	001	00701	8,790.69	1701771
				AUTO-4/1/20-4 1/1/21	PV	169536	001	00701	112,538.00	1699697
				ERTHQKE/FLD-4 1/1/20-4/1/21	PV	169538	001	00701	72,830.83	1700102
				ERTHQKE/FLD-4 1/1/20-4/1/21	PV	169538	002	00701	67,127.38	1700102
				ERTHQKE/FLD-4 1/1/20-4/1/21	PV	169538	003	00701	122,874.10	1700102
				CRIME-4/1/20- 4/1/21	PV	169539	001	00701	2,222.07	1700023
				CRIME-4/1/20- 4/1/21	PV	169539	002	00701	2,048.05	1700023
				CRIME-4/1/20- 4/1/21	PV	169539	003	00701	3,748.88	1700023
				EXCS-JPRIMA 4/1/20-4/1/21	PV	169540	001	00701	211,897.00	1699698
				EXCS-RSUI 4/1/20-4/1/21	PV	169541	001	00701	160,000.00	1699740
				EXCS-BERKLEY 4/1/20-4/1/21	PV	169542	001	00701	112,500.00	1699741

Batch Number - 279219
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				EXCS-HALMRK 4/1/20-4/1/21	PV	169543	001	00701		51,625.00	1699962
				EXCS-ALLIED 4/1/20-4/1/21	PV	169544	001	00701		82,600.00	1700024
				EXCS-ENDRNCE 4/1/20-4/1/21	PV	169545	001	00701		50,000.00	1701912
				EXCS-NVGTR 4/1/20-4/1/21	PV	169546	001	00701		38,202.50	1701917
				Payment Amount					1,569,626.50		
84789	04/14/20	21252	TYLER TECHNOLOGIES, INC.	3/9-3/18 ERP IMPLTN	PV	169499	001	00701		11,201.83	045-296767
				Payment Amount					11,201.83		
84790	04/14/20	3006	UNDERGROUND SERVICEALERT	163 TICKETS-MAR'2 0	PV	169564	001	00101		278.95	320200409
				DIG SAFE PERMIT FEE	PV	169565	001	00101		372.91	DSB20191580
				Payment Amount					651.86		
84791	04/14/20	3011	UNITED SPECIALTIES	TOILET CHEMICALS	PV	169477	001	00701		1,009.92	84511
				Payment Amount					1,009.92		
84792	04/14/20	20935	US METRO GROUP, INC.	JANTRL SRV-MAR'20	PV	169528	001	00701		8,771.00	101538
				JANTRL SRV-MAR'20	PV	169528	003	00701		2,468.27	101538
				JANTRL SRV-MAR'20	PV	169528	005	00701		202.46	101538
				Payment Amount					11,441.73		
84793	04/14/20	2436	VINCE BARNES AUTOMOTIVE	RPR TOOL BOX #861	PV	169487	001	00701		350.00	024459
				RPLC WTR PMP/SRV	PV	169488	001	00701		671.71	024461
				TRN #904 OIL/FLTRS-VEH #919	PV	169489	001	00701		97.62	024462
				SRV-OIL/FUEL INJT #317	PV	169490	001	00701		212.16	024466
				FUEL INJT/PLGS/SRV -#896	PV	169491	001	00701		543.86	024473

Batch Number - 279219
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Co	Amount	Invoice Number
				OIL/FLTRS-VEH #847	PV	169492	001	00701	276.02	024475
				SRV/RPLC ABS	PV	169493	001	00701	231.67	024486
				SENSOR-#816						
				SERP	PV	169494	001	00701	658.18	024483
				BELT/OIL/TRN						
				SRV-#855						
				FRNT	PV	169495	001	00701	866.30	024487
				BRKS/BALL						
				JNTS-#849						
				RPLC DOOR	PV	169496	001	00701	222.73	024491
				LATCH-#890						
				Payment Amount					4,130.25	
84794	04/14/20	3025	WATER & SANITATION SRV/VENTURA COUNTY	PCH WTR 2/18-3/17	PV	169455	001	00101	15,490.01	1969685
				Payment Amount					15,490.01	
84795	04/14/20	3047	WESCO DISTRIBUTION, INC.	TRNSFRMR-BLDG 1	PV	169486	001	00701	3,175.50	982475
				300 AMP FUSES	PV	169549	001	00701	182.97	985593
			All Payee	WESCO DISTRIBUTION, INC PO BOX 31001-0465 PASADENA CA 91110-0465						
				Payment Amount					3,358.47	
84796	04/14/20	3067	XEROX CORPORATION	LEASE-3/20	PV	169443	001	00701	150.78	099950097
				5945-OPS	PV	169443	002	00701	10.45	099950097
				LEASE-3/20	PV	169443	003	00701	15.32	099950097
				5945-OPS	PV	169443	004	00701	6.93	099950097
				LEASE-3/20	PV	169444	001	00701	454.73	702384504
				5945-OPS	PV	169444	002	00701	31.51	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	003	00701	46.19	702384504
				2/20 LEASE-HQ & TAPIA						
				2/20 LEASE-HQ & TAPIA						

Batch Number - 279219
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Firm	Key Co	Amount	Invoice Number
				2/20 LEASE-HQ & TAPIA	PV	169444	004	00701	127.90	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	005	00701	575.37	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	006	00701	39.87	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	007	00701	58.45	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	008	00701	1.76	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	009	00701	168.91	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	010	00701	25.09	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	011	00701	18.41	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	012	00701	6.02	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	013	00701	608.28	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	014	00701	42.15	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	015	00701	61.79	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	016	00701	214.20	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	017	00701	129.07	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	018	00701	8.94	702384504
				2/20 LEASE-HQ & TAPIA	PV	169444	019	00701	13.12	702384504
				Payment Amount					2,815.24	
84797	04/14/20	21108	ZIP'S AW DIRECT	CROSS BOX-VEH#317/B ULBS	PV	169566	001	00701	503.47	742522
				Payment Amount					503.47	
84798	04/14/20	21528	25599 CALABASAS LLC	RFND BAL-CLOSED A/C	PV	169446	001	00101	237.64	070584
				Payment Amount					237.64	

Batch Number - 279219

Bank Account - 00146807 Cash-General

Las Virgenes Municipal Water
A/P Auto Payment Register

Payment Number	Date	Address Number	Name	Payment Stub Message	Docu- ment	Key	Amount	Invoice Number
					Num- ber	Co		
							1,768,186.05	

Total Amount of Payments Written

Total Number of Payments Written 61



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

MINUTES
REGULAR MEETING

9:00 AM

April 7, 2020

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Ana Schwab.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **9:00 a.m.** by Board President Lewitt via teleconference in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. The meeting was conducted via teleconference pursuant to the provisions of the Governor's Executive Order, N-29-20, which suspended certain requirements of the Ralph M. Brown Act to support social distancing guidelines associated with response to the coronavirus (COVID-19) outbreak. Josie Guzman, Clerk of the Board, conducted the roll call.

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

Absent: None

Staff Present: David Pedersen, General Manager
Joe McDermott, Director of Engineering and External Affairs
Don Patterson, Director of Finance and Administration
John Zhao, Director of Facilities and Operations
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

Director Polan moved to approve the agenda. Motion seconded by Director Renger. Motion carried unanimously by roll call vote.

3. PUBLIC COMMENTS

Shahin Benyamin of Agoura Hills submitted public comment via email and participated in the meeting via telephone. Josie Guzman, Clerk of the Board, read Ms. Benyamin's comments into the record. She asked that the Board consider granting her relief from recent increases to the sewer connection fees for her property located at 28254 Laura La Plant Drive, Agoura Hills, due to financial hardship.

General Manager David Pedersen noted that Ms. Benyamin had made previous requests on the matter and that a recommendation regarding her request would be included with the upcoming report on water and sewer capacity fees.

4. CONSENT CALENDAR

A List of Demands: April 7, 2020: Receive and file

B Minutes Special Meeting of March 24, 2020: Approve

Director Lo-Hill moved to approve the Consent Calendar. Motion seconded by Director Renger. Motion carried unanimously by roll call vote.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

Joe McDermott, Director of Engineering and External Affairs, reported that the State Legislature would remain in recess until May 4th due to the COVID-19 pandemic with the possibility that the date might be extended. He noted that the Legislature approved AB 89 and SB 89, which appropriated up to \$1 billion in spending authority to the Governor for COVID-19 related purposes, and AB 117 and SB 117 to provide backfill funding for schools. He also noted that the Department of Finance issued a letter indicating that the economic slowdown may have already depleted the State's rainy day fund, and the Legislature was working on determining how to work remotely to pass the State budget by the June 15th deadline. He also reported that the Senate and House of Representatives approved the Coronavirus Preparedness and Response Supplemental Appropriations Act; the Families First Coronavirus Response Act, which provided an additional 80 hours of sick leave and a payroll tax credit to private companies in response to COVID-19; and the Coronavirus Aid, Relief, and Economic Security Act (CARES). He noted that the District's lobbyist, Best Best & Krieger LLP, was preparing a letter asking that public agencies also be granted a payroll tax credit as part of a fourth bill proposed.

Ana Schwab, representing Best Best & Krieger, LLP, provided an update on a fourth bill similar to the CARES Act, which would focus on state and local governments. She noted that the District signed onto a letter asking that public agencies be included in a payroll

tax credit as part of the fourth bill. She noted that the CARES Act includes a Coronavirus Relief Fund for states and local governments; however, it was only for local governments with population of 500,000 or more. Therefore, they were seeking a separate fund for public agencies to address costs that are being absorbed, as well as to backfill losses in revenue. Ms. Schwab noted that they were also seeking a bill forgiveness fund to absorb the costs for customers who are unable to pay their bills and the cost of late fees. She also noted that they were seeking infrastructure support, which would provide funding for direct access by public agencies. She responded to a question regarding the on-going availability of grant program funding in light of the federal deficit by stating that she believed there would not be a total loss of grant program funding for infrastructure projects.

B Water Supply Conditions Update

Joe McDermott, Director of Engineering and External Affairs, presented the report.

6. TREASURER

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

7. GENERAL MANAGER

A Response to Coronavirus (COVID-19) Pandemic: Continuation of Emergency

Approve the continuation of an emergency declaration for response to the coronavirus (COVID-19) pandemic.

General Manager David Pedersen presented the report and provided an overview of actions taken by the District, such as implementing alternate work schedules and telecommuting for employees, implementing a new measure to require staff to wear face coverings when outside their office cubicles, and developing a COVID-19 staff resources webpage. He also noted that a video of Board President Lewitt was posted on Facebook addressing the safety of the water, asking customers to continue to pay their bills, and providing information on how the District has responded to the COVID-19 outbreak. He also noted that staff developed a Frequently Asked Questions sheet in response to customers' questions, which would be posted on the District's website.

Ursula Bosson, Customer Service Manager, provided an update on the number of customer calls received regarding inability to pay, payment plan arrangements, number of autopay enrollments and cancellations, comparison of yearly balances due, payment numbers and totals comparing current and previous year/month data, and customers' increased use of on-line features.

Board President Lewitt suggested educating the customers on visiting the District's website for information on the safety of their water. He also asked staff to provide information on the number of customers who are enrolling in electronic billing versus paper billing.

Director Lo-Hill moved to approve Item 7A. Motion seconded by Director Polan. Motion carried unanimously by roll call vote.

8. FINANCE AND ADMINISTRATION

A Debt Management Policy: Adoption

Adopt the proposed Debt Management Policy.

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

Director Lo-Hill moved to approve Item 8A. Motion seconded by Director Renger.

A discussion ensued regarding adding the word “annual” to Section 7.7, Debt Limits, of the proposed policy where it references debt obligation and operating revenue; concerns with the impacts of a downturn in the economy resulting from the COVID-19 pandemic; and debt financing for the Pure Water Project Las Virgenes-Triunfo.

Motion carried unanimously by roll call vote, including the addition of the word “annual” in Section 7.7, Debt Limits, where the policy references debt obligation and operating revenue.

9. NON-ACTION ITEMS

A Organization Reports

None.

B Director’s Reports on Outside Meetings

None.

C General Manager Reports

(1) General Business

General Manager David Pedersen reminded the Board that the Budget/Strategic Planning Workshop was scheduled for April 13th at 9:00 a.m. He noted that the Metropolitan Water District of Southern California’s (MWD) Board would consider increasing its rates by three percent, effective January 1, 2021, or potentially deferring the increase to July 1, 2021, in response to several member agencies’ requests due to financial impacts related to the COVID-19 pandemic. He also reported that he would be participating in a City of Calabasas virtual town hall meeting on April 8th. He noted that the Tapia Water Reclamation Facility received 2.6 inches of rain on April 6th, and the flow had increased to 11 million gallons per day (MGD).

(2) Follow-Up Items

General Manager David Pedersen noted that Director Lo-Hill had requested information on the feasibility of sending text messages to customers prior to water shutoffs and stated that staff was looking into various software options. He also noted that staff would recommend selection of a software vendor and implement a program by the end of the calendar year to add the functionality requested by Director Lo-Hill. He reported that the District would be placing advertisements in the local newspapers informing residents that their water remains safe to drink and that the District's services would remain available to customers. He noted that the Board previously canceled its May 5, 2020 regular meeting due to a conflict with the Association of California Water Agencies (ACWA) conference. He recommended that the Board consider placing this meeting back on the calendar since the conference was canceled. He also noted that the May 19th and June 2nd meetings were planned to be held at 5:00 p.m. for the MWD Poster Contest Awards and the Solar Cup presentation; however, both of these events were canceled. He recommended that the Board hold these meetings at 9:00 a.m. The Board agreed with these changes.

General Manager David Pedersen announced that Financial Analyst Mike Hamilton had retired and Administrative Assistant Mary Capps had accepted a position with another public agency to serve as their Clerk of the Board. He responded to a question regarding the process to interview candidates for job openings by stating that District staff developed a procedure to conduct virtual oral panel interviews.

D Directors' Comments

Board President Lewitt noted that it was helpful to have staff mention the page number on the agenda when providing their presentations. He also stated that he was looking forward to having all electronic agenda packets.

Director Polan expressed concern with adapting to an electronic agenda packet and accessing the packet during the meeting while teleconferencing. He asked for suggestions on taking notes easily when using an electronic agenda packet. Director Caspary expressed concern that the Directors needed two laptops for teleconferencing and for accessing the electronic agenda packet during the Board meeting. General Manager David Pedersen responded that staff was looking into testing the use of iPads for electronic agenda packets, and staff would bring back additional information.

10. FUTURE AGENDA ITEMS

Director Lo-Hill moved for a discussion on potential financial impacts of COVID-19 together with the Cash and Investment Report. Motion seconded by Director Polan.

11. PUBLIC COMMENTS

None.

12. CLOSED SESSION

A Conference with District Counsel – Existing Litigation (Government Code Section 54956(a)):

George Kreider v. Las Virgenes Municipal Water District, et al.

The Board recessed to Closed Session at **10:32 a.m.** and reconvened to Open Session at **10:48 a.m.** Director Renger lost his connection to the teleconference at 10:47 a.m.

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

13. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **10:49 a.m.**

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

ATTEST:

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

(SEAL)

April 2, 2020

To: Payroll

From: David W. Pedersen
General Manager



RE: Per Diem Request – March 2020

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 me. Thank you.

On April 25, 2017, the Board adopted Resolution No. 2513, amending the per diem rate to \$220.

	<u>Director</u>	<u>No. of Meetings</u>	<u>Rate</u>	<u>Total</u>
8014	Charles Caspary	5	\$220.00	\$1,100.00
19447	Jay Lewitt	3	\$220.00	\$660.00
21169	Lynda Lo-Hill	9	\$220.00	\$1,980.00
18856	Leonard Polan	3	\$220.00	\$660.00
14702	Lee Renger	4	\$220.00	\$880.00

*LVMWD Code Section 2-2.106(a): "not exceeding a total of ten (10) days in any calendar month"

**LVMWD Code Section 2-2.106(b): MWD director "not exceeding a total of ten (10) additional days in any calendar month."

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT

To: Clerk of the Board

Director's Name: Charles Caspary

Charles Caspary



Month of: March 2020

Division: Division 1

Division 1

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

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹		Total	MWD	
3/2/2020	1		1	N	X	LV-TSD JPA BOARD MEETING
3/3/2020	1		1	N	X	LVMWD - REGULAR BOARD MEETING
3/5/2020	1		1	N	X	SANTA MONICA BAY RESTORATION COMM.
						WATERSHED ADVISORY COUNCIL MEETING, EL SEGUNDO
3/11/2020	0		0	N	X	INTERNATIONAL WOMENS DAY EVENT @ LVMWD
3/13/2020	1		1	Y	X	ACWA - STATE LEG. COMMITTEE - SACRAMENTO
3/26/2019	1		1	N	X	LVMWD - REGULAR BOARD MEETING

TOTAL						5

Date Submitted: March 27, 2020

March 27, 2020

Director Signature: _____

CHARLES CASPARY

(SUBMITTED VIA EMAIL)

NOTES: 1. Travel the day before and/or after an authorized meeting or seminar outside of LA, Ventura and Orange Counties may be paid in accordance with Board Policy. 2. Attach completed Statement of Account and Claim for Personally Incurred Expenses form.

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT



To: Josie Guzman Director's Name: Jay Lewitt
 Month of: March Division: 5

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

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹		Total	MWD	
3.3.20	1		1		x	LVMWD Board Meeting
3.4.20	1		1		x	Met trip Jensen
3.24.20	1		1		x	LVMWD Board Meeting
TOTAL			3			

Date Submitted: 3.26.20
 Director Signature: JL

NOTES: 1. Travel the day before and/or after an authorized meeting or seminar outside of LA, Ventura and Orange Counties may be paid in accordance with Board Policy. 2. Attach completed Statement of Account and Claim for Personally Incurred Expenses form.

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT



To: Josie Guzman, Clerk of the Board

Director's Name: Lynda Lo-Hill

Month of: March, 2020

Division: 2

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

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹		Total	MWD	
3/2/2020	1		1		X	JPA Meeting
3/3/2020	1		1		X	LVMWD Board Meeting
3/4/2020	1		1		X	Glen Peterson trip to Eaglerock and Joseph Jensen
3/9/2020	1		1		X	MWD Committee Meetings (Finance/Insurance, Engineering/Operations, Water Planning Stewardship, Personnel/Technology, Communication/Legislation)
3/10/2020		1	1		X	Travel Day to Las Vegas
3/11/2020	1		1		X	Water Education Foundation Lower Colorado River Tour
3/12/2020	1		1		X	Water Education Foundation Lower Colorado River Tour
3/13/2020	1		1		X	Water Education Foundation Lower Colorado River Tour
3/24/2020	1		1		X	LVMWD Board Meeting
TOTAL				9		

Date Submitted: March 26 2020

Director Signature: Lynda Lo-Hill submitted by email

NOTES: 1. Travel the day before and/or after an authorized meeting or seminar outside of LA, Ventura and Orange Counties may be paid in accordance with Board Policy. 2. Attach completed Statement of Account and Claim for Personally Incurred Expenses form.

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT


 To: Josie Guzman, Clerk of the Board Director's Name: Leonard Polan
 Month of: Mar-20 Division: #4

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

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹		Total	MWD	
3/2/20	1	----	1	----	Y	JPA Mtg
3/3/20	1	----	1	----	Y	LVMWD Board Mtg
3/24/20	1	----	1	----	Y	LVMWD Board Mtg
3/24/20	----	----	----	----	Y	Water Management Committee Mtg
TOTAL			3			

Date Submitted: 3/27/20
 Director Signature: Leonard E. Polan

NOTES: 1. Travel the day before and/or after an authorized meeting or seminar outside of LA, Ventura and Orange Counties may be paid in accordance with Board Policy. 2. Attach completed Statement of Account and Claim for Personally Incurred Expenses form.

LAS VIRGENES MUNICIPAL WATER DISTRICT PER DIEM REPORT



To: Josie Guzman, Clerk of the Board

Director's Name: LEE RENGER

Month of: March 2020

Division: 3

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

Date(s)	No of Days Claimed		Reimbursible Expenses (Y/N)	Check One		Event Title
	Event	Travel		MWD	LVMWD	
3/2/2020	1		N		X	JPA BOARD MEETING
3/3/2020	1		N		X	LVMWD BOARD MEETING
3/4/2020	1		N		X	MWD/JENSEN TOUR
3/24/2020	1		N		X	LVMWD BOARD MEETING
TOTAL						4

NOTES: 1. Travel the day before and/or after an authorized meeting or seminar outside of LA, Ventura and Orange Counties may be paid in accordance with Board Policy. 2. Attach completed Statement of Account and Claim for Personally Incurred Expenses form.

Date Submitted: April 2, 2020
 Director Signature: Lee Renger

17238 0J



INVOICE

Glen Peterson, Director

Metropolitan Water District of Southern California
2936 Triunfo Canyon Rd
Agoura, CA. 91301
email: glenpsop@icloud.com

DATE: 04/01/20
INVOICE # 16
FOR: Director fees

Bill To:
Las Virgenes Municipal Water District
4232 Las Virgenes Canyon Rd
Calabasas, CA. 91302
attn: Josie Guzman, Clerk of the Board
818-251-2100

Date	Description	fee
3/4/2020	Tour of MWD facilities for LWMWD	\$220.00
3/5/2020	Northern Caucus	\$220.00
3/9/2020	MWD Committees	\$220.00
3/10/2020	MWD Board and Committee meetings and travel to IID	\$220.00
3/11/2020	CRBCA at lid in El Centro and tour of facilities	\$220.00
3/24/2020	MWD Report to LVMWD Board	\$220.00
	TOTAL	\$1,320.00

Make Check payable to Glen Peterson

Thank you for the opportunity to serve

Approved on April 2, 2020



Regular Board Meeting

April 14, 2020

12:00 p.m.

Tuesday, April 14, 2020	
Meeting Schedule	
10:30 AM	L&C
12:00 PM	Board Mtg

Live streaming is available for all board and committee meetings on our mwdh2o.com website
([Click to Access Board Meetings Page](#))

Public Comment Via Teleconference Only:

Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via teleconference only. To participate call (404) 400-0335 and use Code: 9601962.

MWD Headquarters Building • 700 N. Alameda Street • Los Angeles, CA 90012

1. Call to Order

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 Government Code Section 54954.3(a))

5. OTHER MATTERS

- A. Approval of the Minutes of the Regular Meeting for March 10, 2020 and the Special Board Meeting for March 24, 2020 (Copies have been submitted to each Director)
Any additions, corrections, or omissions
- B. Report on Directors' events attended at Metropolitan expense for month of March 2020
- C. Approve committee assignments
- D. Chairwoman's Monthly Activity Report

6. DEPARTMENT HEADS' REPORTS

- A. General Manager's summary of activities for the month of March 2020
- B. General Counsel's summary of activities for the month of March 2020
- C. General Auditor's summary of activities for the month of March 2020
- D. Ethics Officer's summary of activities for the month of March 2020

7. CONSENT CALENDAR ITEMS — ACTION

- 7-1** Award a \$1,206,535 contract to Wigen Water Technologies for procurement of water treatment equipment for the domestic water systems at the Colorado River Aqueduct pumping plants; the proposed action is in furtherance of a project that was previously determined to be categorically exempt. (E&O)

- 7-2** Adopt resolution for Rancho Corrido Annexation to San Diego County Water Authority and Metropolitan; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. (F&I)

END OF CONSENT CALENDAR

8. OTHER BOARD ITEMS — ACTION

- 8-1** Approve the proposed biennial budget for fiscal years 2020/21 and 2021/22, which includes the Capital Investment Plan and revenue requirements for fiscal years 2020/21 and 2021/22, and ten-year forecast; adopt resolutions fixing and adopting the water rates and charges for calendar years 2021 and 2022; and adopt the resolution finding that for fiscal years 2020/21 and 2021/22, the ad valorem property tax rate limitation of Metropolitan Water District Act Section 124.5 is not applicable because it is essential to Metropolitan's fiscal integrity to collect ad valorem property taxes in excess of the limitation; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. (F&I)
- 8-2** Appropriate \$500 million for projects identified in the Capital Investment Plan for Fiscal Years 2020/21 and 2021/22 and authorize the General Manager to initiate or proceed with work on all capital projects identified in the CIP for FYs 2020/21 and 2021/22 and Minor Capital Projects to be identified during the biennial period, subject to any limits on the General Manager's authority and CEQA requirements; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA. (E&O)
- 8-3** Authorize initiation of litigation to challenge the Final Environmental Impact Report, the new California Endangered Species Act incidental take permit for long-term operations of the State Water Project, and potential other claims against the State; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. (L&C) **[Posting Separately]**
[Conference with legal counsel--initiation of litigation (two or more cases) to be heard in closed session pursuant to Gov. Code Section 54956.9(d)(4)].

- 8-4** Report on existing litigation Food and Water Watch and Center for Food Safety v. Metropolitan Water District of Southern California, et al., Los Angeles Superior Court Case No. BC720692; Court of Appeal for the Second District Case No. B297553; and authorize increase of maximum amount payable under contract with Hanson Bridgett LLP for legal services by \$100,000 to an amount not to exceed \$200,000; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. (L&C)
[Conference with legal counsel-existing litigation; to be heard in closed session pursuant to Gov. Code Section 54956.9(d)(1)]

9. BOARD INFORMATION ITEMS

- 9-1** Update on Coronavirus (COVID-19) Response
- 9-2** State and Federal Legislation Update
- 9-3** Update on Conservation Program
- 9-4** Update on Water Surplus and Drought Management Plan

10. FOLLOW-UP ITEMS

11. FUTURE AGENDA ITEMS

12. ADJOURNMENT

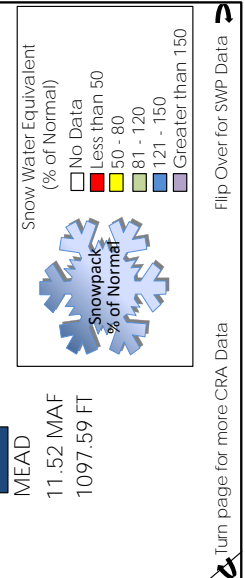
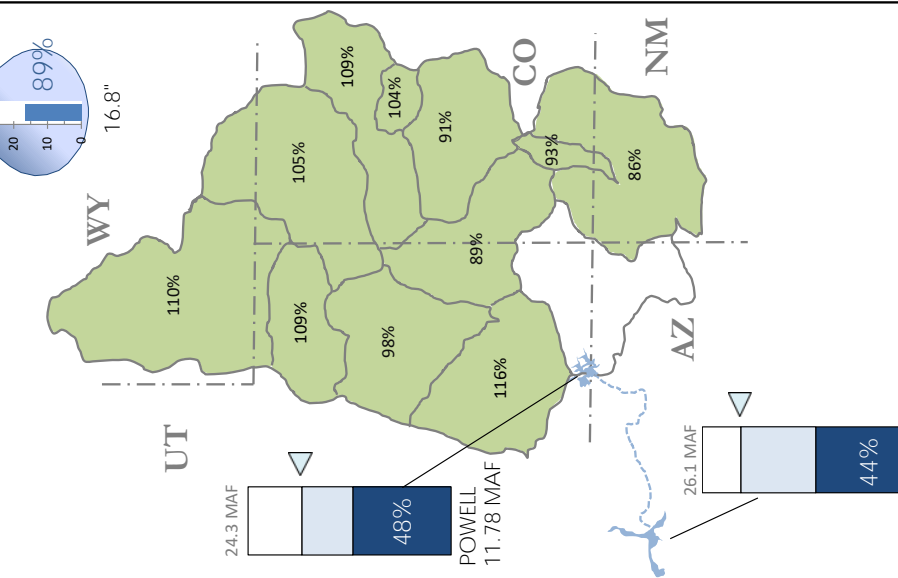
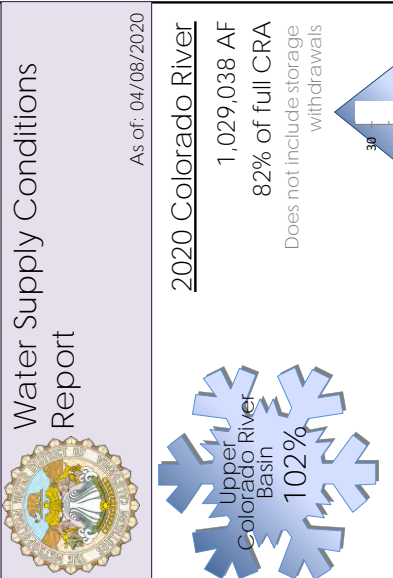
NOTE: Each agenda item with a committee designation will be considered and a recommendation may be made by one or more committees prior to consideration and final action by the full Board of Directors. The committee designation appears in parentheses at the end of the description of the agenda item e.g.,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

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

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

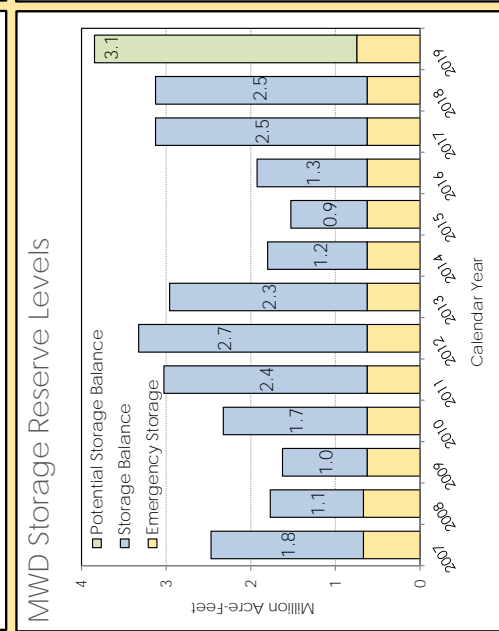
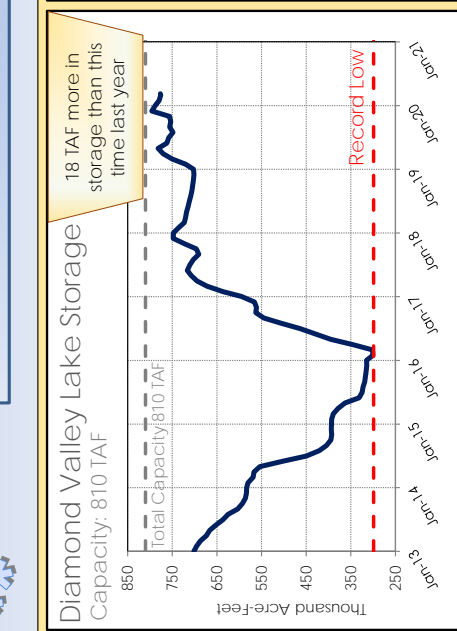
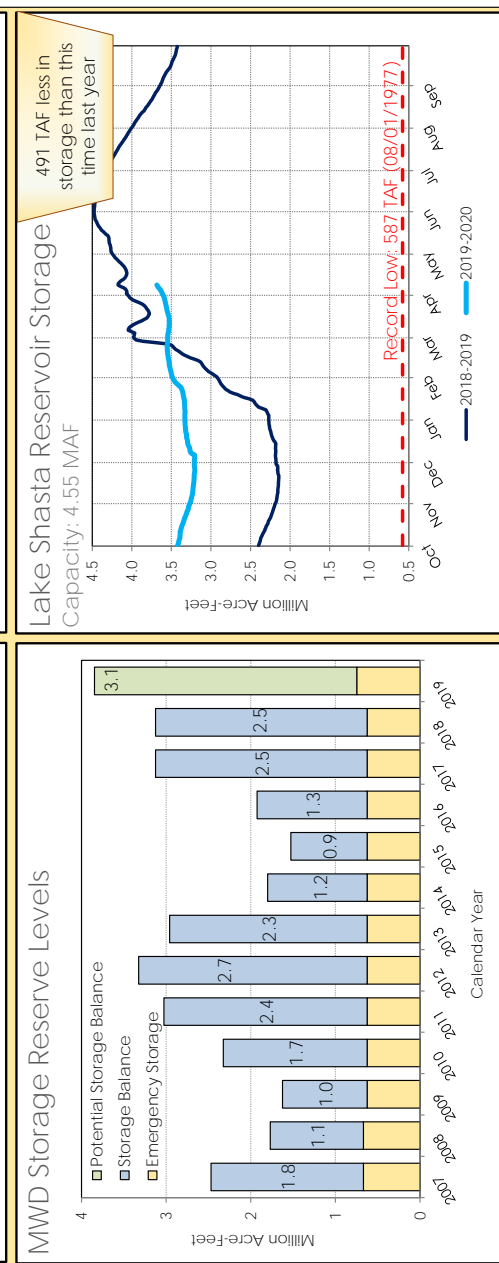
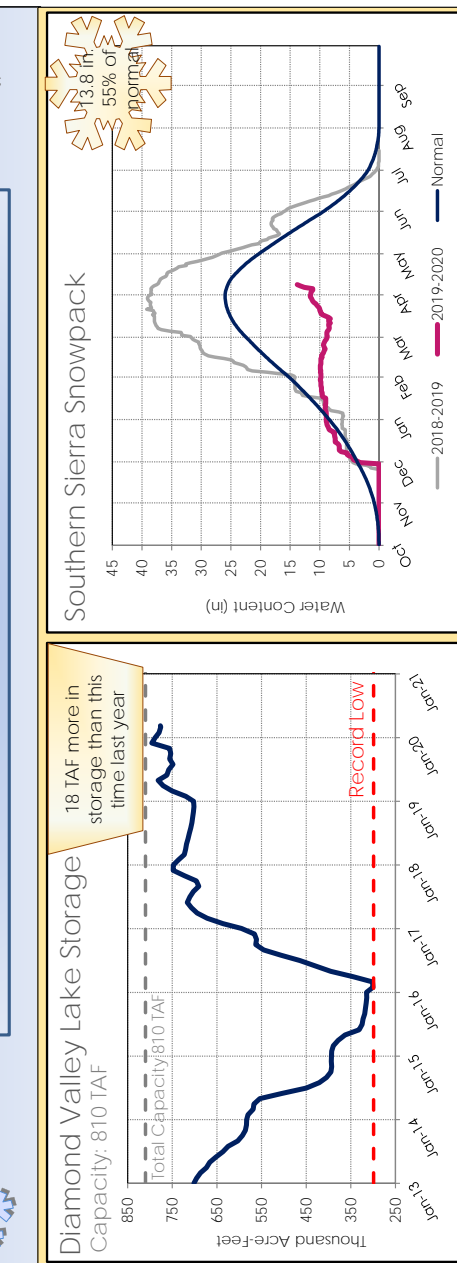
Water Supply Conditions Report

As of: 04/08/2020



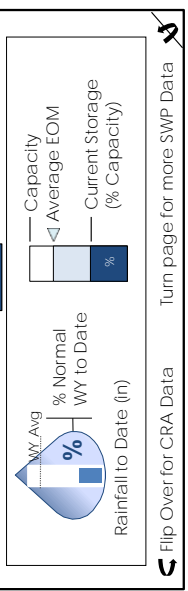
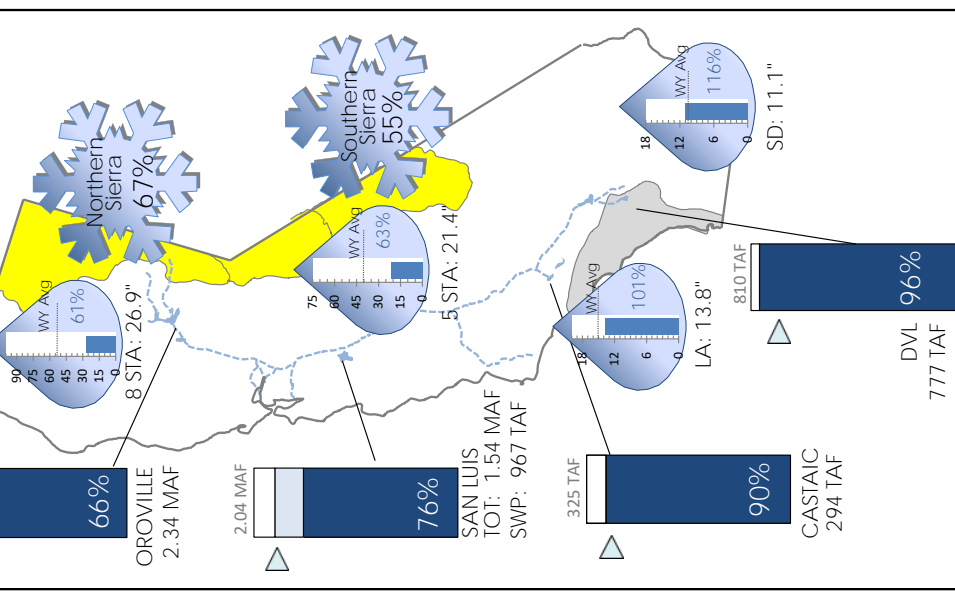
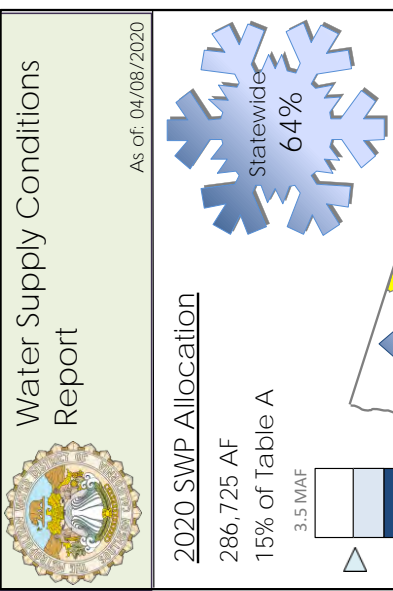
Highlights

- Precipitation at the 8-Station is at 61% of normal
- Snow in the Northern Sierra is at 67% of normal
- Precipitation and snow in the Upper Colorado River Basin are respectively at 89% and 102% of normal



Water Supply Conditions Report

As of: 04/08/2020



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

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

This report is best printed double-sided on legal size paper (8.5" x 14"), and folded in quarters. Questions? Email miferreira@mwdh2o.com

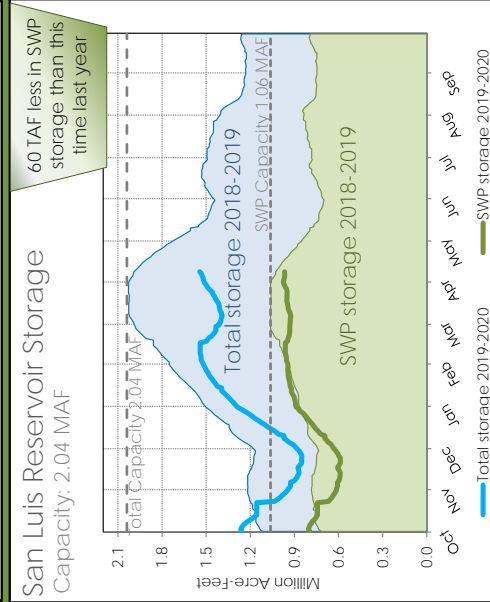
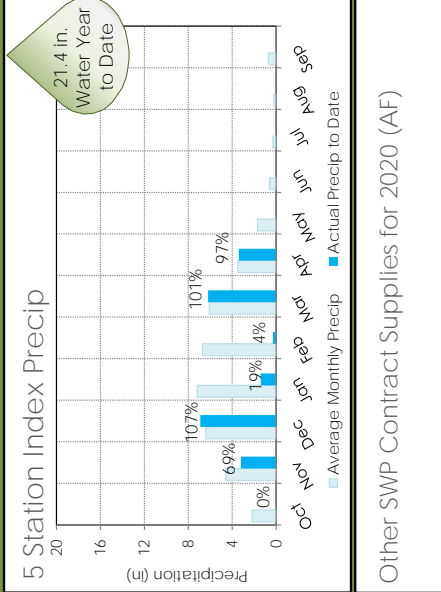
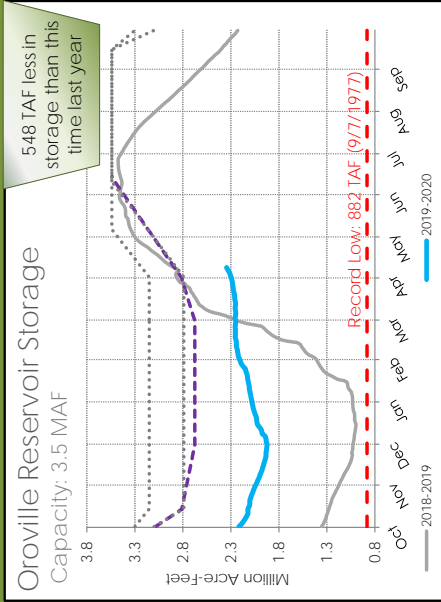
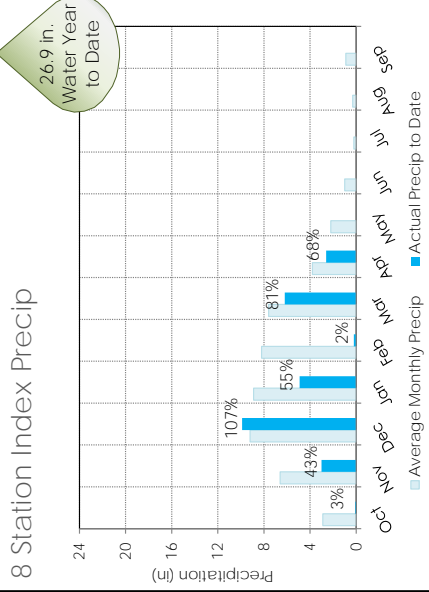
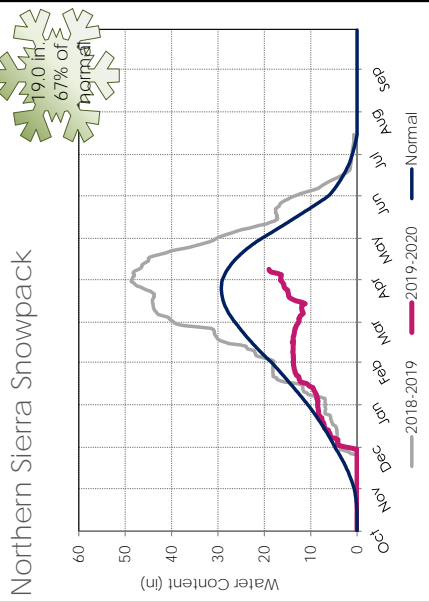
Flip Over for SWP Data

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Turn page for more SWP Data

State Water Project Resources

As of: 04/08/2020

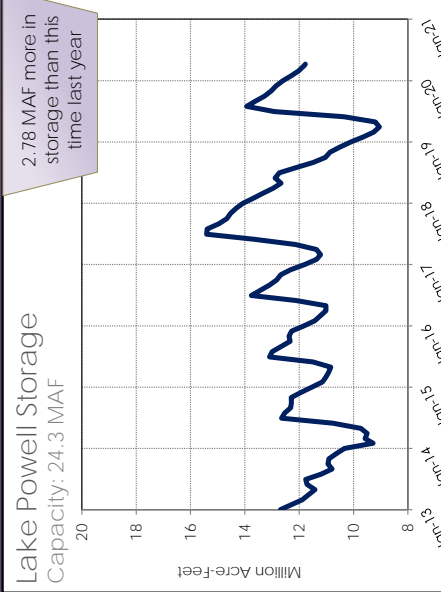
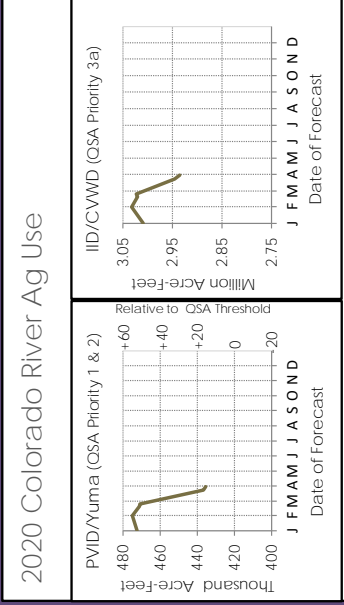
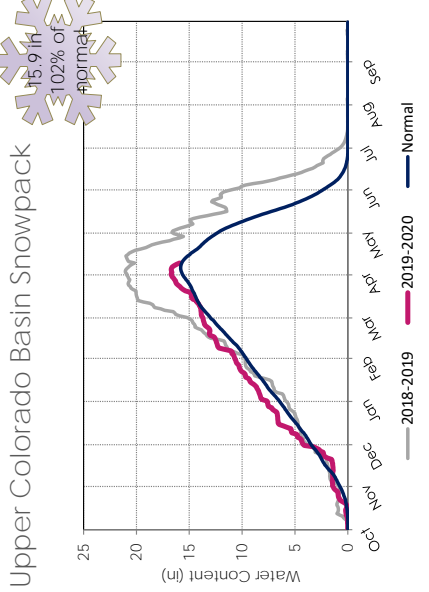
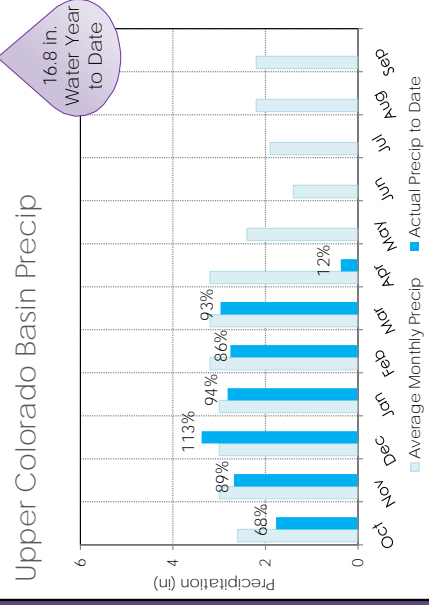


Other SWP Contract Supplies for 2020 (AF)

Article 21	TBD
Carryover	TBD
Article 14b	TBD

Colorado River Resources

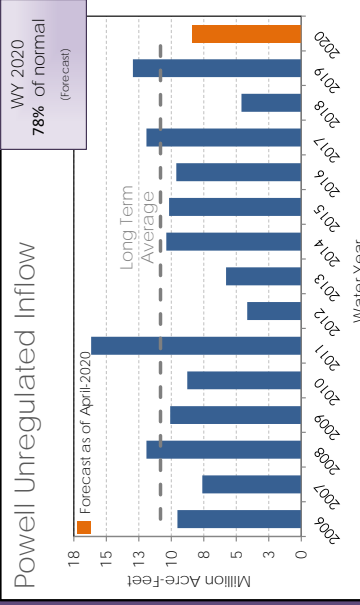
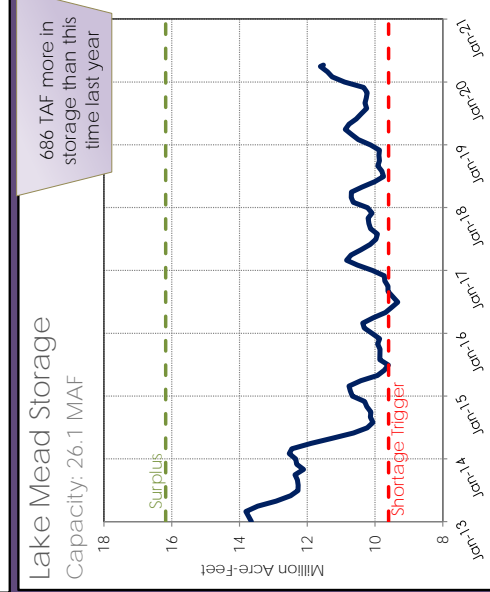
As of: 04/08/2020



Lake Mead Shortage/Surplus Outlook

	2020	2021	2022	2023	2024
Shortage	0%	0%	11%	31%	37%
Surplus	0%	0%	2%	7%	11%

Likelihood based on results from the February 2020 MTOM/CRSS model run. Includes DCP Contributions.





April 21, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

**Subject : Response to Coronavirus (COVID-19) Pandemic: Amended and Reenacted
Emergency Declaration with Additional Relief for Customers**

SUMMARY:

On March 24, 2020, the Board adopted Resolution No. 2572, declaring a state of emergency for the District's service area due to the coronavirus (COVID-19) pandemic and authorizing actions to support the response and recovery effort. Staff has considered additional measures to mitigate the impact of the emergency on customers and proposes authorization of interest-free flexible payment plans for up to 24 months.

Section 2-6.402 of the Las Virgenes Municipal Water District Code requires that once the Board has declared an emergency, it must determine by a 4/5's vote at each subsequent regular Board meeting whether to continue or terminate the authorization for emergency. Staff recommends that the emergency declaration be amended and reenacted to include the proposed additional relief for customers through interest-free flexible payment plans.

RECOMMENDATION(S):

Pass, approve and adopt proposed Resolution No. 2574, amending and reenacting the declaration of a local state of emergency due to the novel coronavirus (COVID-19) pandemic and authorizing interest-free payment plans for up to 24 months.

RESOLUTION NO. 2574

**A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES
MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2572, STATE
OF EMERGENCY DUE TO THE NOVEL CORONAVIRUS (COVID-19)
PANDEMIC AND AUTHORIZING ACTIONS TO SUPPORT THE RESPONSE
AND RECOVERY EFFORT**

(Reference is hereby made to Resolution No. 2574 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

FISCAL IMPACT:

Yes

ITEM BUDGETED:

No

FINANCIAL IMPACT:

The financial impact of providing interest-free flexible payment plans for up to 24 months is largely dependent on the number of agreements executed. The action will result in a change to the timing of accounts receivable and loss of a small amount of interest revenue. However, staff believes there is an offsetting financial benefit to the District by avoiding the potential future write-off of uncollectable receivables.

DISCUSSION:

Resolution No. 2572 authorized and directed the General Manager to temporarily grant relief to District customers, as follows:

- Avoid shutting off water service for non-payment;
- Discontinue the issuance of door tags and associated fees for non-payment; and
- Waive late charges for past due water and wastewater bills.

Section 6-1.103(c)4 of the Las Virgenes Municipal Water District Code authorizes customer payment plans for up to 12 months. Proposed Resolution No. 2574 adds authorization for the General Manager to offer and execute interest-free flexible payment plans for customers with delinquent accounts stemming from hardship associated with COVID-19. The terms of such payment plans may be for up to 24 months with flexible amortization schedules to best address the unique challenges of customers. The applicable interest rate would be zero percent (0.00%).

At the Board meeting, staff will provide a comprehensive update on the District's response to the coronavirus (COVID-19) pandemic, including the following items:

- Response actions taken to-date;
- Effectiveness of the above-described actions;
- Feedback received from customers; and
- Billing and financial metrics (copy attached).

GOALS:

Provide Excellent Service That Exceeds Customer Expectations

Prepared by: David W. Pedersen, P.E., General Manager

ATTACHMENTS:

Proposed Resolution No. 2574

RESOLUTION NO. 2574

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF LAS VIRGENES MUNICIPAL WATER DISTRICT
AMENDING RESOLUTION NO. 2572, STATE OF EMERGENCY DUE
TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC AND
AUTHORIZING ACTIONS TO SUPPORT THE RESPONSE AND
RECOVERY EFFORT**

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

Section 1. Purpose.

This resolution amends Resolution No. 2572, declaring an emergency due to the novel coronavirus (COVID-19) pandemic and authorizing actions to support the response and recovery effort. The Board of Directors desires to provide additional assistance to customers with delinquent accounts through interest-free flexible payment plans.

Section 2. Amendment and Reenactment.

Section 3 of Resolution No. 2572 is amended as follows:

3. Additionally, the Board hereby authorizes and directs the General Manager to temporarily grant relief to District customers, as follows:
 - a. Avoid shutting off water service for non-payment;
 - b. Discontinue the issuance of door tags and associated fees for non-payment;
 - c. Waive late charges for past due water and wastewater bills; and
 - d. Offer and execute interest-free flexible payment plans for customers with delinquent accounts stemming from hardship associated with COVID-19. The terms of such payment plans may be for up to 24 months with flexible amortization schedules to best address the unique challenges of customers. The applicable interest rate shall be zero percent (0.00%).

Section 3. Other.

Except as otherwise amended and stated herein, Resolution No. 2572 is reaffirmed and reenacted.

PASSED, APPROVED, AND ADOPTED on this 21st day of April 2020.

Jay Lewitt, President

ATTEST:

Charles Caspary, Secretary

APPROVED AS TO FORM:

Keith Lemieux, District Counsel

(SEAL)

Customer-Related Impacts of COVID-19

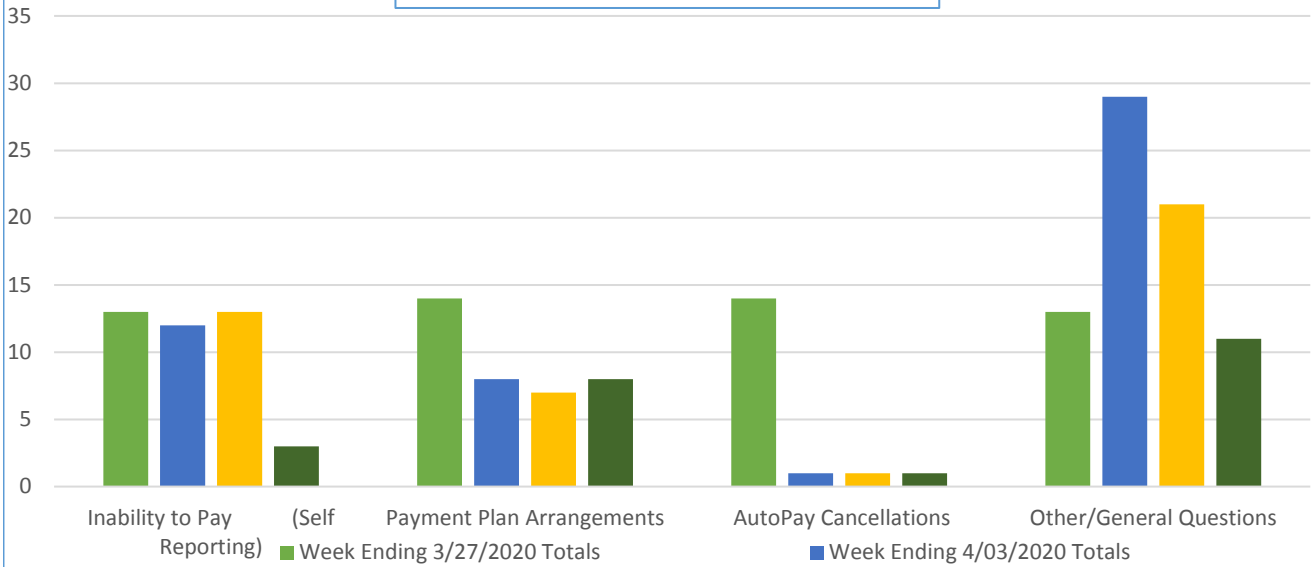
Customer Calls Related to Covid 19	Week Ending 3/27/2020 Totals	Week Ending 4/03/2020 Totals	Week Ending 04/10/2020 Totals	Week Ending 04/17/2020 Totals	Totals
Inability to Pay (Self Reporting)	13	12	13	3	41
Payment Plan Arrangements	14	8	7	8	37
AutoPay Cancellations	14	1	1	1	17
Other/General Questions	13	29	21	11	74

Yearly Balance Due Comparison	3/31/2019	3/31/2020	Percentage Year 03/31/2019 to 03/31/2020	4/10/2019	4/10/2020	Percentage Week 04/10/2019 to 04/10/2020
Active Accounts with a Balance Due Over 32 Days Old	\$115,420.72	\$75,884.09	-34.25%	\$97,328.40	\$206,652.97	112.33%
Number of Accounts	788	722	-8.38%	665	959	44.21%

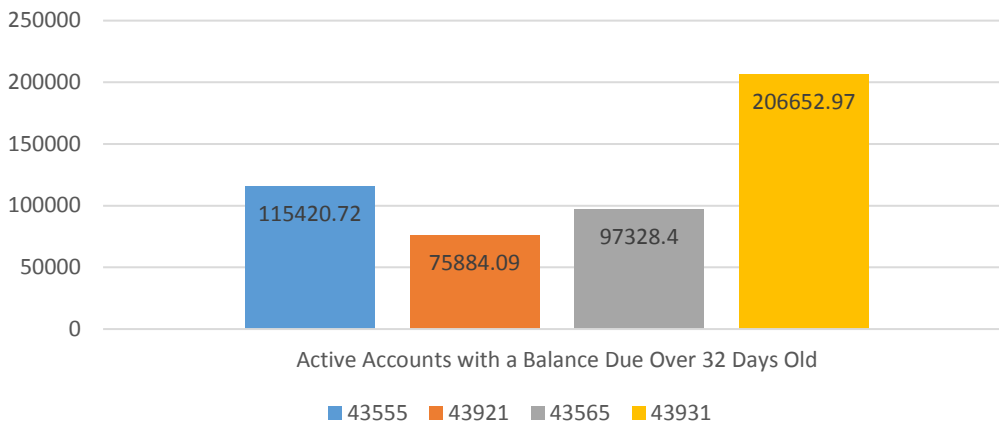
Payment Numbers/Totals Previous Year/Current Year	2/28/2019	2/28/2020	3/31/2019	3/31/2020	4/10/2019	4/10/2020
Number of Payments	39,226	39,484	40,503	38,848	17,959	11,429
Payment Totals	4,048,832.54	4,199,446.50	\$3,541,350.71	4,714,338.84	1,542,154.03	1,584,550.34

Online Features Customers are Utilizing	2/28/2020	3/31/2020	4/3/2020
Customers Enrolled in Paperless Billing	6141	6282	6315
Customers Enrolled in Autopay	7525	7611	7631

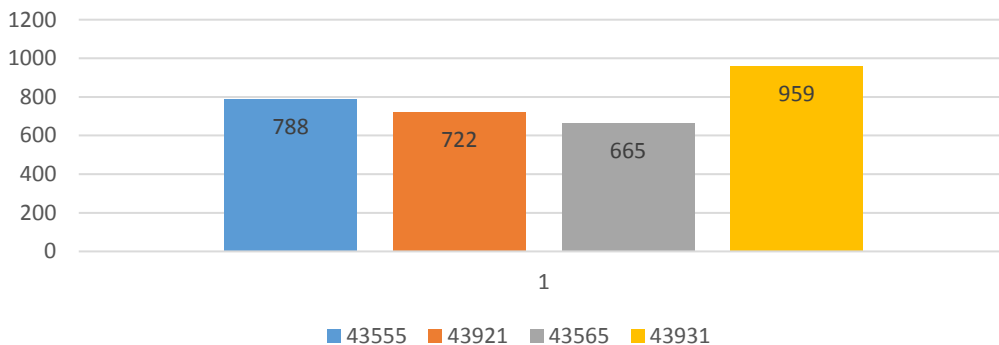
Customer Calls Related to Covid 19



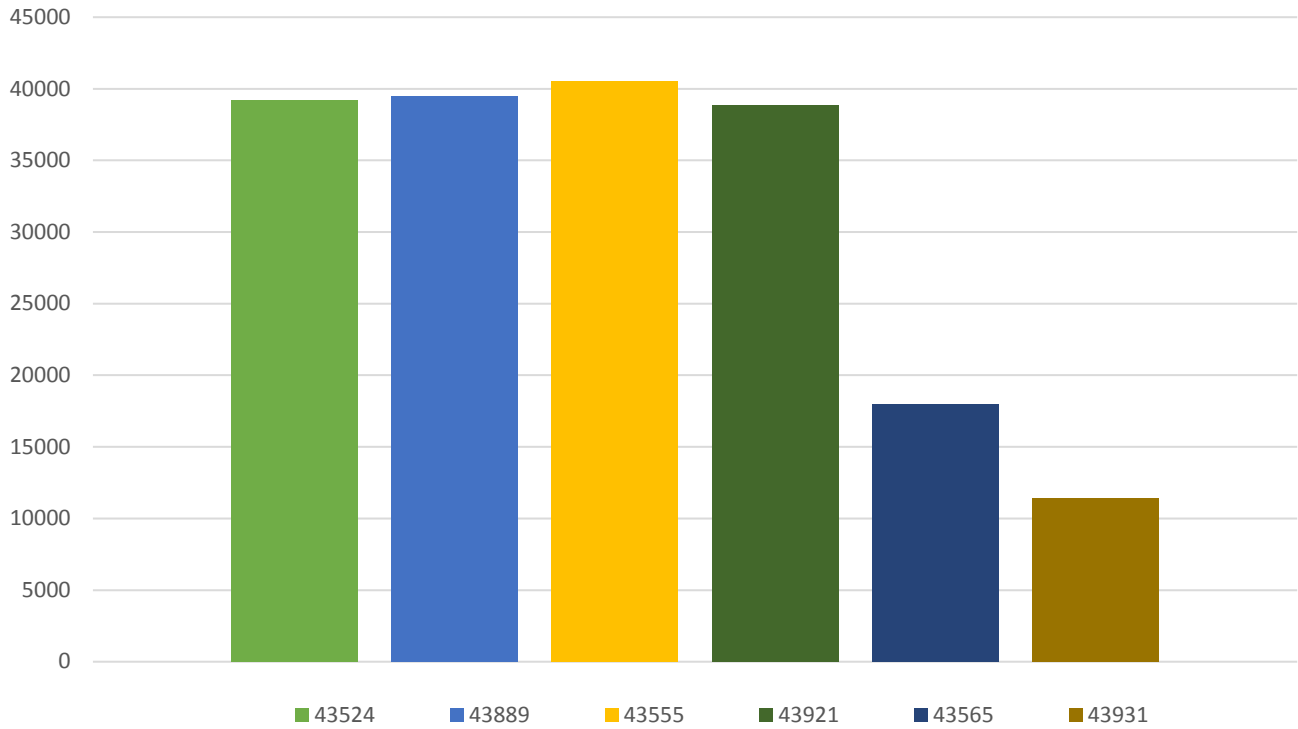
Active Account Balances Over 32 Days



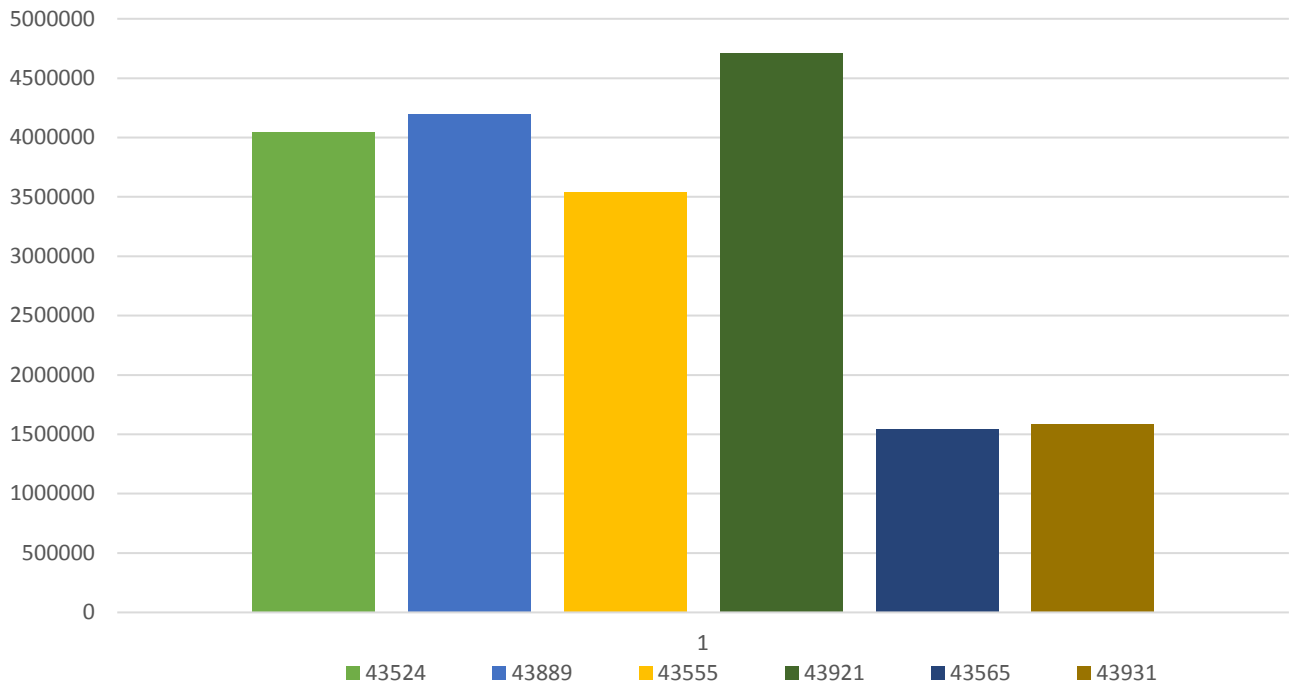
Number of Active Accounts with Balances Over 32 Days



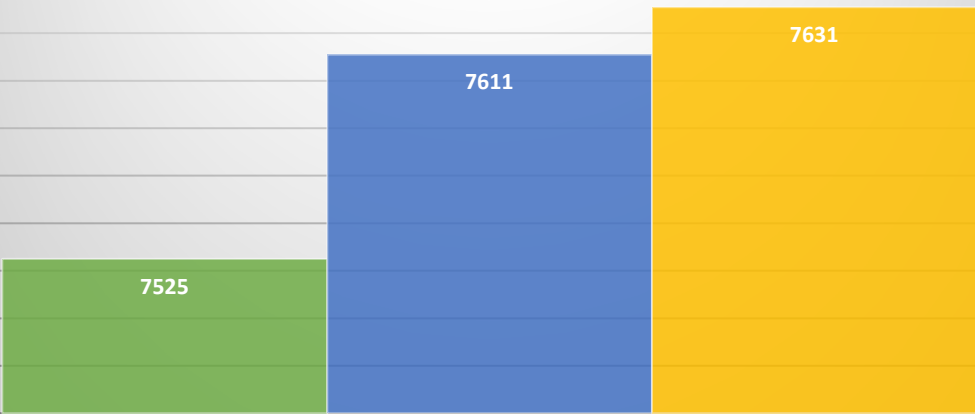
Number of Payments Previous/Current Year



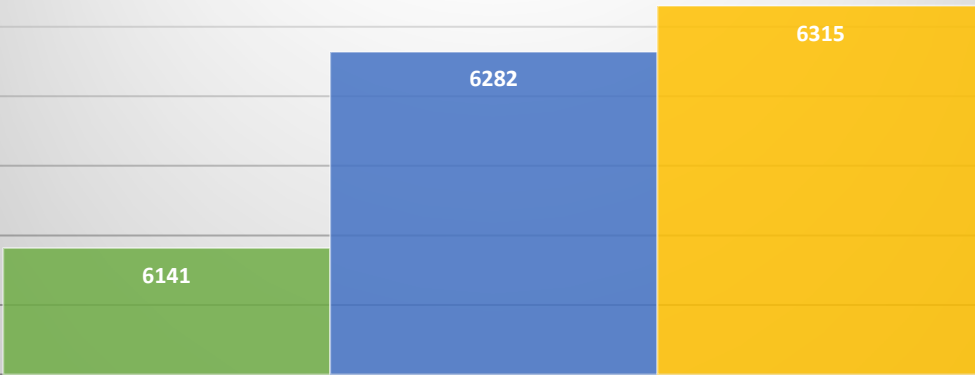
Payment Totals Previous/Current Year



Customers Enrolled in Autopay



Customers Enrolled in Paperless Billing





April 21, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : General District Election on November 3, 2020: Approval of Consolidated Election Services

SUMMARY:

The District received notification from the Los Angeles County Registrar-Recorder/County Clerk, Election Coordination Unit, regarding rendering election services for the November 3, 2020 General District Election. Elections are required for Divisions 1 and 4. The District is required to return a certified copy of a resolution requesting election services, a completed questionnaire consisting of the Roster of Officeholders for Local Jurisdictions, and a map reflecting the District boundaries and divisions. The deadline for returning these documents is May 7, 2020.

RECOMMENDATION(S):

Pass, approve, and adopt proposed Resolution No. 2573, pertaining to a General District Election to be held in the District on Tuesday, November 3, 2020; and authorize the Board Secretary to submit certified copies of said resolution, completed Roster of Officeholders for Local Jurisdictions, and District Boundary and Divisions Map to the Board of Supervisors and the Registrar-Recorder/County Clerk of the County of Los Angeles.

RESOLUTION NO. 2573

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO PERMIT THE REGISTRAR-RECORDER/COUNTY CLERK TO RENDER ELECTION SERVICES FOR A GENERAL DISTRICT ELECTION TO BE HELD ON NOVEMBER 3, 2020

(Reference is hereby made to Resolution No. 2573 in the District's Resolution Book and by this reference the same is incorporated and made a part thereof.)

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The estimated cost for the election services is \$50,000. Sufficient funds for the work are included in the proposed Fiscal Year 2020-21 Budget.

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

ATTACHMENTS:

Proposed Resolution No. 2573
Election Notification Letter
November 3, 2020 Election Responsibilities
2020 Roster of Officeholders
Division Boundary Map

RESOLUTION NO. 2573

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO PERMIT THE REGISTRAR-RECORDER/COUNTY CLERK TO RENDER ELECTION SERVICES FOR A GENERAL DISTRICT ELECTION TO BE HELD ON NOVEMBER 3, 2020

WHEREAS, The California Elections Code permits special districts electing governing board members to call an election;

WHEREAS, an election in the Las Virgenes Municipal Water District is to be held on Tuesday, November 3, 2020, for the purpose of electing two members of the Board of Directors of said District; and

WHEREAS, the Board of Directors believes that it is desirable that said election be conducted with the General District Elections to be held on the same date and that within said Las Virgenes Municipal Water District the said precincts, polling places, and election officers of the election be the same, and that the Registrar-Recorder/County Clerk of the County of Los Angeles canvass the returns of the election and that said Las Virgenes Municipal Water District election be held in all respects as if there were only one election.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT HEREBY RESOLVED, DETERMINES, AND ORDERS AS FOLLOWS:

1. That an election is hereby called by the Board of Directors of Las Virgenes Municipal Water District to be held on November 3, 2020 for the purpose of electing two members to the Board of Directors.

2. That pursuant to the requirements of Section 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to conduct the Las Virgenes Municipal Water District election with the Tuesday, November 3, 2020 Consolidated Elections for the purpose of electing members to the Board of Directors of said district.

3. Said Registrar-Recorder/County Clerk is hereby authorized to canvass the returns of the Las Virgenes Municipal Water District election.

4. Said Board of Supervisors is hereby requested to issue instructions to the Registrar-Recorder/County Clerk to take any and all steps necessary for the holding of said election.

5. Las Virgenes Municipal Water District shall pay in full its pro rata share of the expenses for the conduct of the election.

6. Las Virgenes Municipal Water District shall require each candidate to pay in advance his or her pro rata share of the printing, handling, and mailing costs of his/her candidate statement as a condition to having it included in the voter's sample ballot pamphlet.

7. The word limit for candidate's statements shall be 200 words.

8. That the Board Secretary is directed to file a certified copy of this resolution with the Board of Supervisors and the Registrar-Recorder/County Clerk of the County of Los Angeles.

PASSED, APPROVED AND ADOPTED this 21st day of April, 2020.

Jay Lewitt, President

ATTEST:

Charles Caspary, Secretary

APPROVED AS TO FORM:

District Counsel

(SEAL)



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN
Registrar-Recorder/County Clerk

April 10, 2020

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

Dear Mr. Pedersen:

An election is scheduled to be held in your District on **November 3, 2020**. To assist this office in conducting your election, we are requesting your cooperation in completing the enclosed Roster of Officeholders for Local Jurisdictions. Please complete each blank field with an answer. If the question is not applicable, then indicate "N/A". Your responses are critical to the conduct of the election and services rendered effectively. We have highlighted a few important deadlines, payment information, and documents required by specific areas within our department as follows:

Election Coordination Unit

Please designate on the Roster any adjudicated newspaper(s) you recommend be used for publication purposes. We also request a map reflecting District boundaries and divisions, if appropriate, and notification of any new vacancies or appointments, as they occur. Please return the Roster with your District map no later than **May 7, 2020**.

Campaign Finance

The Political Reform Act requires each officeholder who receives a monthly salary and/or compensation from the District of two hundred dollars (\$200) or more to file semi-annual campaign statements. These statements are required to be filed by January 31 and July 31 of each year.

Election Planning Section

Elections Code Section 13307 permits a local agency to require payment in advance of each candidate's pro rata share of the printing, handling and mailing costs of the candidate statement as a condition to having it included in the Official Sample Ballot booklet mailed to voters. If your District determines payment is required in advance, our office will estimate the cost and will collect the fee at the time the candidate's statement is filed. Should your District elect not to have candidates pay in advance, cost of the statement will be considered an election expense and will be charged to the District pursuant to Elections Code Sections 10002 and 10520.

Enclosed for your information is a list of election functions to be performed by your District and by this office. Please mail the completed Roster to: Election Coordination Unit, 12400 Imperial Highway Room 2013A, Norwalk, California 90650 or email to ecu@rrcc.lacounty.gov. If you have any questions or require further information, please contact the Election Planning Section (562) 462-2317, Election Coordination Unit at (562) 462-2912, or Campaign Finance Section at (562) 462-2339.

Sincerely,

Alex Olvera, Division Manager
Election Information and Preparation Division
Election Coordination Unit

Enclosures
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BOARD OF DIRECTORS ELECTION
LOCAL AND MUNICIPAL ELECTIONS – NOVEMBER 3, 2020

**FUNCTIONS TO BE PERFORMED
BY DISTRICT AND RR/CC**

DISTRICT'S RESPONSIBILITIES

1. No later than **April 28 (E-189)**, deliver a notice to the Registrar-Recorder/County Clerk (RR/CC) which specifies the elective offices to be filled, and whether the district or the candidate is to pay for a candidate statement.

NOTE: The legal date to provide the notice to this office is **July 1 (E-125)** (CEC 10509) but because of election requirements, such as preparing and disseminating an election manual and publication of the notice of election, this office recommends the date of **April 28 (E-189)**.

2. No later than **April 28 (E-189)**, determine if the District or the candidate is to pay for a candidate statement, whether word limit should be 200 or increased to 400 (CEC 13307(f)), and whether the candidate is to pay a deposit or be billed by the District after the election. Change in the decision cannot be made after **July 6 (E-120)**.
3. No later than **May 7 (E-180)**, deliver a map to this office showing the boundaries of the District, and the boundaries of divisions, if applicable (CEC 10522). In lieu of delivering a map you may advise this office that no boundary changes have been made since the last scheduled election.
4. Post the Notice of Election (provided by this office) at the District's headquarters.
5. Receive Canvass Certificate and Statement of Votes Cast approximately 20 days after the election (CEC 10551).

CEC – California Elections Code

REGISTRAR-RECORDER/COUNTY CLERK'S RESPONSIBILITIES

1. Prepare Candidate Handbook and Resource Guide which contains pertinent election events.
2. Publish all legal notices.
3. Issue and file all candidate nomination documents (including Campaign Reporting Statements).
4. Ensure copies of all ballot material, including candidates' names, ballot occupations and candidate statements, are available for public examination for recommended period designated in calendar of events.
5. Consolidate established precincts to form voting and declared Vote By Mail precincts.
6. Designate polling places and recruit pollworkers.
7. Print official ballots.
8. Print and mail Official Sample Ballot booklets.
9. Issue and receive Vote By Mail ballots.
10. Furnish precinct supplies to pollworkers.
11. Train pollworkers.
12. Staff check-in centers and central tally location.
13. Conduct election tally and release semi-official election results.
14. Canvass election returns.
15. Certify official election results to district.
16. Issue Certificates of Election to successful candidates.



ROSTER OF OFFICEHOLDERS FOR LOCAL JURISDICTIONS

(For School Districts and Special Districts)

Please print or type requested information and complete in its entirety.

DISTRICT NAME: _____		
SUPERINTENDENT/SECRETARY/MANAGER: _____		
NAME	TITLE	
CONTACT PERSON (if different from above): _____		
NAME	TITLE	
MAILING ADDRESS: _____		
STREET	CITY	ZIP
TELEPHONE NO. (Public Use Only): (_____)	FAX NO. (_____)	
TELEPHONE NO. (RR/CC Use Only): (_____)	BUSINESS HOURS: _____	
EMAIL: _____ 2 ND EMAIL: _____		
_____ AUTHORIZED REPRESENTATIVE NAME AND TITLE	_____ SIGNATURE	_____ DATE

POLITICAL REFORM ACT

Officeholders who receive a salary and/or compensation from the district (excluding contributions to insurance plans and other fringe benefits), averaging **\$200 or more per month**, are required to file semi-annual campaign statements. This applies whether or not they had any campaign activity. To assist this office in notifying your officeholders of their filing obligations, please indicate if the monthly threshold is met by checking the appropriate box below.

Threshold is: **Less than \$200** or **\$200 or more**

Please provide the name and election date for any officeholder who, to your knowledge was/is a candidate for any election held between January 1 and June 30.

NAME	ELECTION DATE
NAME	ELECTION DATE

Will there be an election held in your District this year?	<input type="checkbox"/> YES <u>ELECTION DATE</u>	<input type="checkbox"/> NO
<p style="text-align: center;">IF YES:</p> <p>PLEASE RETURN COMPLETED ROSTER VIA EMAIL TO: ECU@rrcc.lacounty.gov</p> <p>FAX NUMBER: (562) 406-2149</p> <p>MAILING ADDRESS: REGISTRAR-RECORDER/COUNTY CLERK ATTN: ELECTION COORDINATION UNIT 12400 IMPERIAL HIGHWAY, ROOM 2013A NORWALK, CA 90650</p>	<p style="text-align: center;">IF NO:</p> <p>CFD@rrcc.lacounty.gov</p> <p>(562) 651-2548</p> <p>REGISTRAR-RECORDER/COUNTY CLERK ATTN: CAMPAIGN FINANCE SECTION 12400 IMPERIAL HIGHWAY, ROOM 2003 NORWALK, CA 90650</p>	

*****The following page is for Districts who will be holding an election this year.**

If your District will NOT be holding an election this year, please proceed to Page 3, Officeholders.***

ELECTION PROCESS

Please indicate how Directors/Governing Board Members are nominated and/or elected:

- NOMINATED:
 ELECTED:
 Other: _____
- At Large By District
 At Large By District
- By Division By Trustee Area
 By Division By Trustee Area

CANDIDATE STATEMENTS

This is to inform you that the governing body of the above named district by resolution, dated _____ adopted the following policy regarding filing of Candidate Statements for district elections:

Number of words allowed (*Please select one*)

- Maximum word limitation is 200.
 Maximum word limitation is 400.

(*Please select one*)

- Payment of the estimated cost must be made by the candidate at time of filing.
 District will bear the cost for all statements.
- District will bill candidate after the election
 Other: _____

A copy of the resolution/board minutes is: Attached Forthcoming

MEASURES APPEARING ON THE BALLOT

Please indicate the number of measures (if any) the District anticipates placing on the ballot: _____

Note: the last day for the board to adopt and file a resolution calling a special measure election is E-88.

PUBLICATION PURPOSES

This office is responsible for publishing certain legal election notices. To assist in properly serving the District, this office will select the Newspaper Publication based on the best cost effective and relative circulation for the District. If the District MUST have a specific Newspaper Publication, please state below:

DISTRICT MAP (*for Special Districts only*)

- Map enclosed: YES NO
- Any changes in boundaries since last election? YES NO
- Do you anticipate any changes in district or division boundaries before next election? YES NO

OFFICEHOLDERS

Please complete a separate section for each officer whether or not office is scheduled for election.

NOTE: Officers that will be up for election sooner should be listed first.

NAME: _____		Office Use Only
LAST	FIRST	
MIDDLE INITIAL		
MAILING or RESIDENTIAL ADDRESS: _____		
(Do Not Use District Address or Telephone No.)		
STREET	CITY	ZIP
TELEPHONE NO. () _____		EMAIL: _____
<input type="checkbox"/> Appointed Provisionally* <input type="checkbox"/> Appointed in Lieu* <input type="checkbox"/> Elected _____ DATE		_____ DATE TERM EXPIRES _____ Month/Day/Year <input type="checkbox"/> Unexpired Term**
_____ (Name of previous officeholder if current officeholder was recently appointed)		_____ DIVISION/ DISTRICT/ TRUSTEE AREA NO. (if any)

NAME: _____		Office Use Only
LAST	FIRST	
MIDDLE INITIAL		
MAILING or RESIDENTIAL ADDRESS: _____		
(Do Not Use District Address or Telephone No.)		
STREET	CITY	ZIP
TELEPHONE NO. () _____		EMAIL: _____
<input type="checkbox"/> Appointed Provisionally* <input type="checkbox"/> Appointed in Lieu* <input type="checkbox"/> Elected _____ DATE		_____ DATE TERM EXPIRES _____ Month/Day/Year <input type="checkbox"/> Unexpired Term**
_____ (Name of previous officeholder if current officeholder was recently appointed)		_____ DIVISION/ DISTRICT/ TRUSTEE AREA NO. (if any)

NAME: _____		Office Use Only
LAST	FIRST	
MIDDLE INITIAL		
MAILING or RESIDENTIAL ADDRESS: _____		
(Do Not Use District Address or Telephone No.)		
STREET	CITY	ZIP
TELEPHONE NO. () _____		EMAIL: _____
<input type="checkbox"/> Appointed Provisionally* <input type="checkbox"/> Appointed in Lieu* <input type="checkbox"/> Elected _____ DATE		_____ DATE TERM EXPIRES _____ Month/Day/Year <input type="checkbox"/> Unexpired Term**
_____ (Name of previous officeholder if current officeholder was recently appointed)		_____ DIVISION/ DISTRICT/ TRUSTEE AREA NO. (if any)

NAME: _____		Office Use Only
LAST	FIRST	
MIDDLE INITIAL		
MAILING or RESIDENTIAL ADDRESS: _____		
(Do Not Use District Address or Telephone No.)		
STREET	CITY	ZIP
TELEPHONE NO. () _____		EMAIL: _____
<input type="checkbox"/> Appointed Provisionally* <input type="checkbox"/> Appointed in Lieu* <input type="checkbox"/> Elected _____ DATE		_____ DATE TERM EXPIRES _____ Month/Day/Year <input type="checkbox"/> Unexpired Term**
_____ (Name of previous officeholder if current officeholder was recently appointed)		_____ DIVISION/ DISTRICT/ TRUSTEE AREA NO. (if any)

OFFICEHOLDERS (continued)

Please complete a separate section for each officer whether or not office is scheduled for election.

NOTE: Officers that will be up for election sooner should be listed first.

NAME: _____ LAST FIRST MIDDLE INITIAL		Office Use Only
MAILING or RESIDENTIAL ADDRESS: _____ (Do Not Use District Address or Telephone No.) STREET CITY ZIP		
TELEPHONE NO. () EMAIL: _____		
<input type="checkbox"/> Appointed Provisionally* <input type="checkbox"/> Appointed in Lieu* <input type="checkbox"/> Elected <u>DATE</u>	<u>DATE TERM EXPIRES</u> _____ Month/Day/Year <input type="checkbox"/> Unexpired Term**	DIVISION/ DISTRICT/ TRUSTEE AREA NO. (if any)
_____ (Name of previous officeholder if current officeholder was recently appointed)		

NAME: _____ LAST FIRST MIDDLE INITIAL		Office Use Only
MAILING or RESIDENTIAL ADDRESS: _____ (Do Not Use District Address or Telephone No.) STREET CITY ZIP		
TELEPHONE NO. () EMAIL: _____		
<input type="checkbox"/> Appointed Provisionally* <input type="checkbox"/> Appointed in Lieu* <input type="checkbox"/> Elected <u>DATE</u>	<u>DATE TERM EXPIRES</u> _____ Month/Day/Year <input type="checkbox"/> Unexpired Term**	DIVISION/ DISTRICT/ TRUSTEE AREA NO. (if any)
_____ (Name of previous officeholder if current officeholder was recently appointed)		

NAME: _____ LAST FIRST MIDDLE INITIAL		Office Use Only
MAILING or RESIDENTIAL ADDRESS: _____ (Do Not Use District Address or Telephone No.) STREET CITY ZIP		
TELEPHONE NO. () EMAIL: _____		
<input type="checkbox"/> Appointed Provisionally* <input type="checkbox"/> Appointed in Lieu* <input type="checkbox"/> Elected <u>DATE</u>	<u>DATE TERM EXPIRES</u> _____ Month/Day/Year <input type="checkbox"/> Unexpired Term**	DIVISION/ DISTRICT/ TRUSTEE AREA NO. (if any)
_____ (Name of previous officeholder if current officeholder was recently appointed)		

NAME: _____ LAST FIRST MIDDLE INITIAL		Office Use Only
MAILING or RESIDENTIAL ADDRESS: _____ (Do Not Use District Address or Telephone No.) STREET CITY ZIP		
TELEPHONE NO. () EMAIL: _____		
<input type="checkbox"/> Appointed Provisionally* <input type="checkbox"/> Appointed in Lieu* <input type="checkbox"/> Elected <u>DATE</u>	<u>DATE TERM EXPIRES</u> _____ Month/Day/Year <input type="checkbox"/> Unexpired Term**	DIVISION/ DISTRICT/ TRUSTEE AREA NO. (if any)
_____ (Name of previous officeholder if current officeholder was recently appointed)		

ROSTER OF OFFICEHOLDERS FOR LOCAL JURISDICTIONS FREQUENTLY ASKED QUESTIONS

- **What does “Unexpired Term” mean? And if an office is an Unexpired Term, what do I enter for the date?**

****Unexpired Term (U/T)** is the **Remaining Time** left on the vacated incumbents term of office. For example, if a candidate was elected to office in November 2018 with a term end date in November 2022 but they resign from their office in November 2020, there will be **2 years remaining** on the term that needs to be completed. To complete the term to November 2022, the District may order an election for that term which shall be held on the next scheduled election, November 2020. The **Unexpired Term** would be from 2020 to 2022 when the scheduled election for that office would be held again to nominate candidates for a full term. Below is a visual timeline for the example above:



For School and Community College District Governing Board Members, terms commence on the first Friday in December next succeeding his or her election (Ed. Code § 5017) therefore the office mentioned above will have an unexpired term date of 12/2/2022.

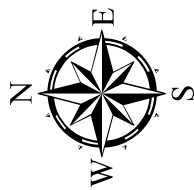
- **Our offices do not have Divisions, Districts or Trustee Areas, so what do I enter for this part?**

No need to fill this part out if Division, District, or Trustee Area numbers do not apply. You may leave this part blank or enter “N/A”.

- **What is the difference between “Appointed Provisionally” and “Appointed in Lieu”?**

***Appointed Provisionally** is an appointment made during a closed nomination period due to no election being scheduled. For example, the incumbent for Board of Education, XYZ School District, Trustee Area 3 resigns his position in March 2019 but his term of office does not expire until November 2020 which is also the next scheduled election. The nomination period will not begin/end until July/August 2020, but a person was appointed to fill this vacancy in March 2019. This person therefore has been **Appointed Provisionally**. These appointments are made when there is **NO Nomination Period** for a potential candidate to file nomination papers to be a qualified election candidate for the office.

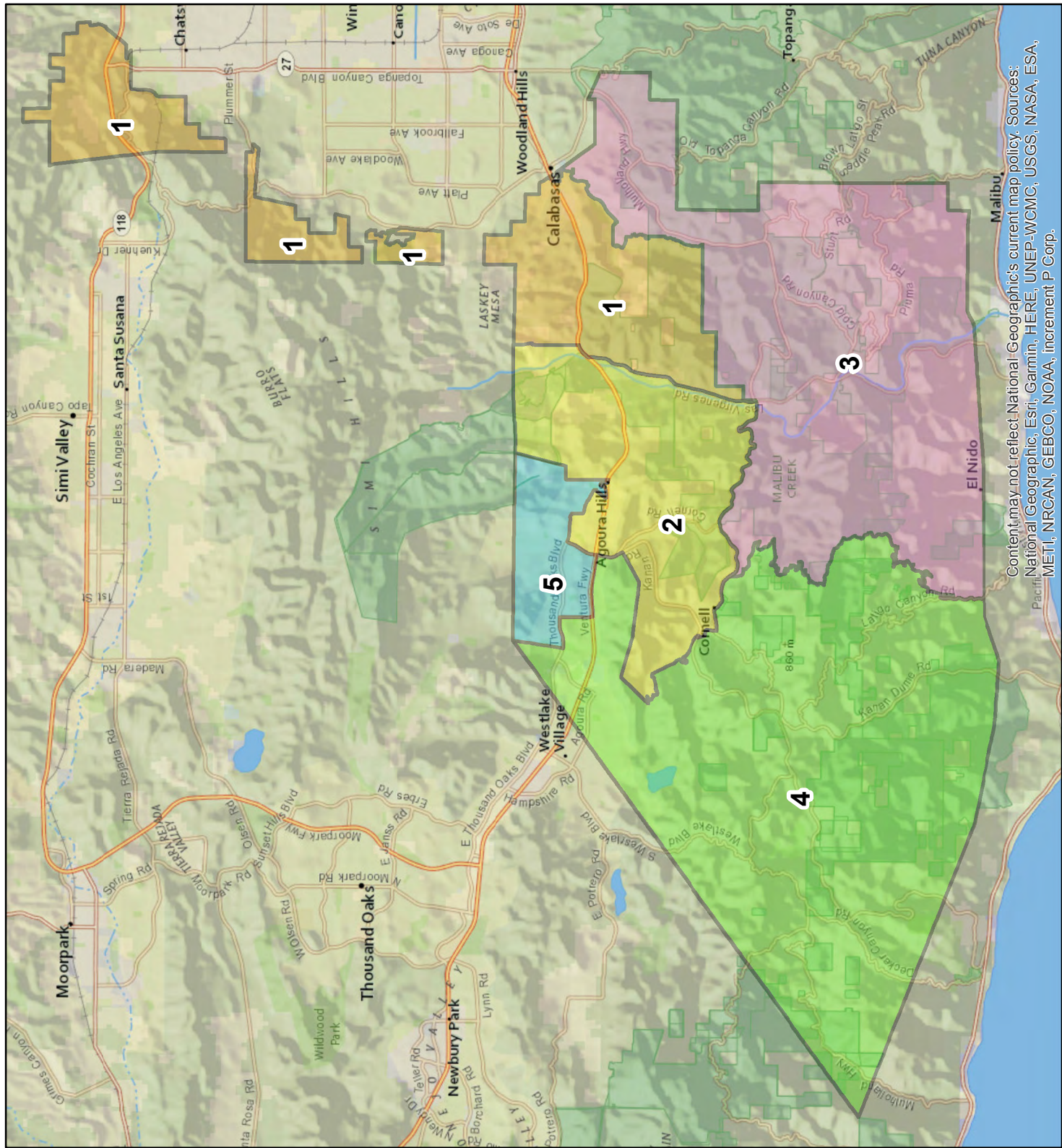
***Appointed in Lieu** is an appointment made due to a lack of qualified candidates per offices to continue to hold a scheduled election. For example, the office of Board of Education for XYZ School District only received one (1) qualified candidate for one (1) vacant position. The XYZ School District cancels the scheduled election and appoints the single qualified candidate who filed nomination documents during the scheduled elections nomination period. This candidate therefore has been **Appointed in Lieu** of the election. These appointments only refer to the appointee being “qualified” by the election official to run for office through **THE Nomination Period** qualification process.



**Official
Directors' Division
Boundary Map**

**Las Virgenes MWD
January 2019**

- Legend**
- | Division | Color |
|-------------|-------------|
| 1 - Caspary | Orange |
| 2 - Lo-Hill | Yellow |
| 3 - Renger | Pink |
| 4 - Polan | Light Green |
| 5 - Lewitt | Light Blue |



Content may not reflect National Geographic's current map policy. Sources: National Geographic, Esri, Garmin, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, increment P Corp.

Division boundaries based on population distribution. Each division is approximately equal in population.



April 21, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Capacity and Developer Fee Deposits

SUMMARY:

On January 7, 2020, Director Charles Caspary requested a future agenda item to discuss capacity and developer fee deposits, including the number and dollar value of deposits, length of time deposits are held, disposition of deposits not yet taken to revenue and handling of accrued interest. This report provides an interim response with a summary of the outstanding capacity and developer fee deposits, process to follow-up on the status of the projects for which those deposits are being held and a proposal for an improved process to handle capacity and developer fee deposits going forward.

The District collects deposits for capacity and developer fees upon application as part of the development process. Capacity fee deposits are utilized to pay for capacity rights in the District's systems and construction of the associated capital improvement projects to provide the necessary capacity. Developer fee deposits are collected to reimburse the District for staff time required to process development applications, including providing plan reviews and inspection services. At the conclusion of each fiscal year, the District publishes an Annual Capacity Fee Report (copy attached) documenting the amount of funds on deposit as of June 30th and the uses of the deposits during the prior fiscal year.

Currently, the District has capacity and developer fee deposits from 371 customers with the oldest deposit dating back to 1979. Over the years, the District's process for managing capacity and developer fee deposits has been inconsistent, contributing to a large number of deposit accounts that have not been reconciled. To resolve this issue, staff from the Engineering and External Affairs Department and Finance and Administration Department have worked cooperatively to develop a systematic process reconcile accounts for the long-held deposits and implement a proposed new process to manage the deposits more effectively in the future.

RECOMMENDATION(S):

Receive and file the report on capacity and developer fee deposits, provide staff with feedback on a proposed process to reconcile accounts with outstanding deposits,

and authorize implementation of a new proposed process to manage deposits more effectively in the future.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

No

FINANCIAL IMPACT:

This implementation of the actions recommended in this report are expected to result in a positive financial impact to the District due to outstanding capacity and developer fee deposits being taken to revenue for completed projects. Outstanding capacity and developer fee deposits appear on the District's financial statements as unearned revenue, which is a liability. Many of the long-held deposits are believed to be for projects that were completed many years ago but never reconciled and taken to revenue. There are some accounts that reflect a negative balance (i.e. the deposit was insufficient to cover expenses) and may need to be written off; however, those amounts, totaling \$45,579.20, are insignificant in comparison to the total of approximately \$9.0 million in deposits.

DISCUSSION:

Background:

With the retirement of staff and organizational change comes the opportunity to review and update long-standing practices to institute improvements that benefit the District and its customers. In the past, responsibility for capacity and developer fee deposits had been disjointed with responsibility for various aspects of management within the Technical Services Division and Finance Division. Past practice had been for Technical Services to receive and reconcile the deposits, forwarding information to the Finance Division for billings or refunds.

Current Capacity and Developer Fees on Deposit:

In response to Director Caspary's request, staff compiled the attached comprehensive list of all capacity and developer fee deposits with the District. Based on a review of the information, it is apparent that many deposits were never taken to revenue upon completion of the development project. Over the past few months, staff from both divisions have worked together to review the list of deposits, develop a systematic plan to reconcile the accounts and establish a new process to more effectively manage these deposits in the future.

At this time, the District holds capacity and developer fee deposits for 371 accounts with a total of \$8,968,974.18. Staff is currently working to reconcile these accounts through a multi-step process involving the following actions:

- Research District records related to the development project;
- Determine whether or not the development was built;

- Identify any refund or amounts payable;
- Book revenues to the appropriate fund;
- Write off aged accounts payable (estimated to be \$45,579.20); and
- Close the deposit accounts.

For any amounts that are identified for refund, the District will seek to refund the monies to the person or entity who originally made the deposit. If that person or entity cannot be located, the District will follow its Escheatment Policy to further attempt to locate the person or entity entitled to the funds. With respect to aged accounts payable (more than two years), staff recommends writing off the amounts, estimated to total \$45,579.20, and not seeking payment.

Proposed Process to More Effectively Manage Deposits:

Staff develop a new process to more effectively manage capacity and developer fee deposits in the future and eliminate holding deposits for decades. The new process is proposed as follows:

- Technical Services Division staff will assess and collect the appropriate deposit amounts and forward deposit/account information to the Finance Division.
- Finance Division staff will set up a deposit account for the customer.
- Technical Services staff will make appropriate charges against the deposit account as work is performed.
- Within 60 days of project completion, Technical Services staff will perform a final reconciliation of the account and forward a copy to the Finance Division.
- Finance Division staff will issue a refund or invoice to the customer to close out the deposit account.
- Each year by January 31st, Finance Division staff will issue an Annual Account Statement to each customer with funds on deposit with the District, showing the year's beginning balance, charges against the deposit and any remaining amounts on deposit. The customer will also receive notice of any fee changes as part of the statement. If there is no activity on an account for the prior calendar year, Technical Services staff will reach out to the customer to determine if the project is still in development. If no response is received or if the development is not moving forward, Finance Division staff will be notified to issue a refund of the remaining deposit amount plus interest (as described more fully below) and close the deposit account.

The new process and procedures will ensure that the District effectively manages deposits in a transparent way and will avoid deposits being held as unearned revenue by the District for decades.

Interest Paid on Deposits:

The District invests deposits as part of its investment portfolio. The application of that interest is governed by State and local law. Pursuant to the Las Virgenes Municipal Water District Code, interest earned on funds in a particular account shall be applied to the account and expended only for the purpose that the fee was originally collected. As a result, the District includes interest earned on deposit refunds issued to a customer. The interest paid is based on the average yield of the District's investment portfolio for the four full quarters preceding the return of the deposit, less one percent (1.00%), pursuant to the provision of Section 53079 of the Government Code.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Donald Patterson, Director of Finance and Administration

ATTACHMENTS:

Annual Capacity Fee Report

List of Outstanding Deposits

LAS VIRGENES MUNICIPAL WATER DISTRICT
Annual Water & Sewer Capacity Fee Deposits Report
Per Government Code Section 66013 (d) and (e)
Fiscal Year Ended June 30, 2019

Beginning Balance:			
Capacity Fees		\$ 8,285,466	
Developer Fees		837,729	
Interest		<u>1,584,901</u>	
Total Beginning Balance			\$ 10,708,096
Fees Collected:			
Capacity Fees	\$ 1,522,013		
Developer Fees	<u>88,685</u>		
Total Fees Collected		\$ 1,610,698	
Interest Earned		<u>252,363</u>	
Fees Available		\$ 1,863,061	
Applied to:			
Capital Costs Funded by:			
Capacity Fees	\$ 2,318,564		
Meter Installation	46,788		
Developer Fees	116,204		
Interest Earned	<u>107,855</u>		
Total Capital Costs		\$ 2,589,411	
Refunds		<u>57,635</u>	
Total Funds Applied		\$ 2,647,046	
Net Changes for the Year			(783,985)
Ending Balance:			
Capacity Fees		\$ 7,403,458	
Developer Fees		791,244	
Interest (i)		<u>1,729,409</u>	
Total Ending Balance			<u><u>\$ 9,924,111</u></u>

(1): Interest earned is not reflected as liability on the Statement of Net Assets.

	Customer Name	Total on Deposit	Last Deposit Date
1	GKL INC	23,338.00	10/5/1979
2	MC COY INVESTMENT CO	1,142.45	2/20/1981
3	MICHAEL & BETA OZAR	865.65	4/7/1981
4	HOUSEMAN & SONS INC	5,564.47	6/29/1982
5	LYN H MARCUS	-241.44	7/9/1982
6	BILL KREBS ENTERPRISES	845.29	1/27/1984
7	M R DEVELOPMENT	-670.49	12/14/1984
8	M R DEVELOPMENT	23,368.00	12/14/1984
9	MC COY LAND & INVESTMENT INC	-1,974.07	3/29/1985
10	CALABASAS SQUARE INVESTORS	31,987.22	6/18/1985
11	CALABASAS SQUARE INVESTORS	116,690.00	6/19/1985
12	ROBERT L ELLSWORTH/GROSSMAN	-1,356.97	6/1/1986
13	THE MAT WEST CO	58,345.00	7/18/1986
14	CURREY RIACH	-8,032.24	12/27/1986
15	CURREY-RIACH CO.	-479.59	12/27/1986
16	J M PETERS CO	30,167.00	8/21/1987
17	J M PETERS CO	4,469.00	12/10/1987
18	CURREY RIACH CO	11,669.00	2/5/1988
19	THE LUSK FAMILY OF CO	-1,310.57	3/11/1988
20	C C & F LOST HILLS PROPERTIES	7,770.00	6/17/1988
21	CURREY RIACH CO	2,365.75	6/24/1988
22	MEDEA HIGHLANDS LTD	1,413.90	6/24/1988
23	LUSK FAMILY OF CO.	3,250.00	10/31/1988
24	CC&F LOST HILLS PROPERTIES	98,000.00	12/7/1988
25	CC&F LOST HILLS PROPERTIES	370.47	12/7/1988
26	JOHN H ARMSTRONG	103,477.13	2/2/1989
27	CURREY RIACH CO	-1,574.35	7/31/1989
28	PRIME WEST II	23,080.65	8/1/1989
29	MALIBU CANYON BUSINESS PARK	1,846.95	12/26/1989
30	LSL DEVELOPMENT	3,362.00	5/23/1990
31	ROBERT HECK	1,420.00	8/2/1990
32	ROCKY MOUNTAIN PARTNERS - CW	119,000.00	8/3/1990
33	DMD/A GENERAL PARTNERSHIP	1,415.33	1/11/1991
34	P J FRAWLEY	-3,085.59	1/14/1991
35	KARL STORZ	723,792.00	1/15/1991
36	LIBERTY CANYON LMT PARTNERSHP	120.76	6/10/1991
37	OAK FOREST MOBILE ESTATES	2,580.70	2/28/1992
38	EBERHARD ROOFING	37,721.18	5/29/1992
39	CHESEBRO DEVELOPMENT GROUP	6,500.00	6/23/1992
40	MARS B INC	88.20	7/6/1994
41	SPENCER/ATWILL	7,000.00	3/14/1995
42	WESTLAKE VILLAGE ASSOC	7,000.00	5/8/1995
43	TIFFANY DEVELOPMENT CO	855,929.40	5/31/1995
44	CITY OF CALABASAS	171,778.26	7/20/1995
45	PEPPERDINE UNIVERSITY	-783.39	11/1/1995
46	JAMES J JANDA	7,000.00	12/14/1995

	Customer Name	Total on Deposit	Last Deposit Date
47	ARDEN GROUP INC	23,338.00	2/6/1996
48	RED LACHMAN	12,645.00	3/13/1996
49	TOKAI BANK FOR AGOURA HILLS	25,137.85	6/12/1996
50	BM PROPERTIES	250.00	6/20/1996
51	ASHLEY COMMUNICATIONS INC	994.56	8/26/1996
52	ASHLEY COMMUNICATIONS	58,345.00	9/9/1996
53	CREEKSIDE TERRACE, LP	201,163.00	10/17/1996
54	C A RASMUSSEN	1,333.66	10/29/1996
55	WESTERN PACIFIC HOUSING WESTLK	32,645.24	3/25/1997
56	R.S. MCABOY-AMY H. SYDORICK	-2,649.16	4/30/1997
57	G.K.L., INC.	11,669.00	5/31/1997
58	Calabasas Hills Community Prop	10,021.00	6/30/1997
59	THE CHURCH AT ROCKY PEAK	6,732.73	11/10/1997
60	PALISADES GAS & WASH	2,715.37	12/16/1997
61	HOMESTEAD VILLAGE INCORPORATED	1,799.15	6/29/1998
62	CARUSO PROPERTY MANAGEMENT INC	817.81	8/3/1998
63	K-SWISS	1,230.63	8/3/1998
64	CYPRESS LAND CO.	207.95	8/19/1998
65	CALABASAS BCD INC.	229.31	9/17/1998
66	HIDDEN VALLEY ESTATES	14,000.00	10/6/1998
67	HIDDEN VALLEY ESTATES	40,464.08	10/6/1998
68	CARUSO AFFILIATED HOLDINGS	1,975.00	1/8/1999
69	CC&F LOST HILLS PROPERTIES	14,931.95	6/15/1999
70	PHOENIX PROPERTY CO. OF TEXAS	3,915.00	8/31/1999
71	RCS DEVELOPMENT CO	21,500.00	10/11/1999
72	CANWOOD CORPORATE CENTER	268.48	2/9/2000
73	AGOURA BUSINESS CENTER EAST	2,635.72	3/31/2000
74	DEPENDABLE ENTERPRISES, LLC	17.21	4/30/2000
75	RCS DEVELOPMENT CO	16,160.12	5/24/2000
76	KILROY REALTY, LP	1.10	6/5/2000
77	KATELL INVESTMENT CO., LLC	10,782.01	7/10/2000
78	ROBERT BEN WILLIAM FROST & ASO	500.00	8/9/2000
79	CITY OF WESTLAKE VILLAGE	38,613.60	11/17/2000
80	PHD HOMES INC.	11,601.21	11/30/2000
81	RESG INC.	-0.10	2/28/2001
82	ROBERT M NELSON	10,432.17	5/31/2001
83	TERADYNE INC.	19,729.13	7/3/2001
84	RASA LOT 8, LLC	2,619.80	7/9/2001
85	TOP PAINTING, INC.	-2,783.55	7/16/2001
86	RCS DEVELOPMENT	34,731.84	10/12/2001
87	TEMPLE BETH HAVERIM	12,084.29	1/10/2002
88	MALIBOU LAKE MTN CLUB LTD	-3,815.23	2/19/2002
89	MALIBOU LAKE MTN BLUB LTD	-118.52	2/25/2002
90	CALABASAS ASSET HOLDING CO.INC	9,830.12	6/14/2002
91	P. J. FRAWLEY	12,189.72	7/17/2002
92	SPECIALTY CONSTRUCTION, INC.	9,923.38	8/1/2002

	Customer Name	Total on Deposit	Last Deposit Date
93	DIANA ALON	14,672.45	8/7/2002
94	AHMANSON RANCH	8,219.50	8/15/2002
95	WL HOMES LLC	25,734.90	9/10/2002
96	THE FRAWLEY SURVIVORS TRUST	8,678.26	10/16/2002
97	MUREAU ESTATES, LLC	5,502.35	11/6/2002
98	HESCHEL DAY SCHOOL WEST	39,061.06	11/12/2002
99	WILLIAM/MARSHA SAYLORS	12,246.86	1/23/2003
100	PALO CAMADO RANCH LLC	43,012.25	2/13/2003
101	LYCON DEVELOPMENT	5,266.35	7/17/2003
102	GRAND AMERICAN INC	-59.87	1/23/2004
103	PATRICIA PONCE	10,342.27	3/19/2004
104	T. H. INVESTMENTS	34.94	4/20/2004
105	MALIBOU LAKE MTN. CLUB LTD.	34.90	9/23/2004
106	DAVID JOHNSON, JR.	-120.72	11/24/2004
107	CITY OF HIDDEN HILLS	6,147.86	12/21/2004
108	LAW OFFICE OF DAVID R. BRIAN	30,805.42	2/28/2005
109	PRESIDIO CHATSWORTH PARTNERS	12,119.09	5/13/2005
110	HBF HOLDINGS LLC	7,679.55	9/1/2005
111	PRESIDENT ASSET GROUP, LLC	-325.23	11/8/2005
112	SUPERIOR PLASTERING INC.	36,731.91	12/20/2005
113	SPOONY/RAUBI SINGH	12,645.00	3/27/2006
114	SHIRVANIAN FAMILY INVESTMENT	8,017.04	4/10/2006
115	XEBEC CONSTRUCTION LTD	7,000.00	6/5/2006
116	FAYE ESTATES, LLC	11,048.18	6/9/2006
117	TOLL BROS., INC.	500.00	7/31/2006
118	WEST POINTE HOMES, INC.	11,943.00	8/14/2006
119	IMAD RASOOL 2002 TRUST	7,000.00	9/21/2006
120	HIDDEN VALLEY ESTATES	7,000.00	10/20/2006
121	SABRIC ENTERPRISES INC.	11,669.00	11/7/2006
122	REBEKAH TSUI	8,895.00	4/10/2007
123	GREG GOETZMAN	5,313.00	4/24/2007
124	DARWIN L. LAMM	7,000.00	5/4/2007
125	KAREN K. CLEAVER	68,875.47	5/31/2007
126	HOWARD S. LEIGHT	68,425.00	6/1/2007
127	ELI INDUSTRIES INC.	7,000.00	7/11/2007
128	ROBERT WAGNER	2,711.28	9/13/2007
129	ASTORIA ESTATES LLC	1,500.00	9/25/2007
130	FRIDAY OLELEWE	11,669.00	11/30/2007
131	AFG PROGRAM EXP. CONTROL	7,000.00	1/31/2008
132	WESTLAKE VILLAGE ASSOC	7,000.00	1/31/2008
133	CITY OF CALABASAS	11,669.00	2/6/2008
134	MANOS CONSTRUCTION	27,399.45	3/28/2008
135	WILCOX & WILCOX	5,644.21	5/21/2008
136	RICHARD A HELLER	576.45	5/30/2008
137	JAMES CLARK	1,000.00	6/11/2008
138	ROBERT IRVING	53,428.00	6/11/2008

Customer Name	Total on Deposit	Last Deposit Date
139 D. OZDY	6,497.64	6/18/2008
140 RANCHO MAR LLC	14,375.93	8/13/2008
141 LARRY THOMAS	14,789.72	11/5/2008
142 CHROME HEARTS	23,186.06	11/14/2008
143 LOS ANGELES COUNTY	22,570.95	12/3/2008
144 CITY OF CALABASAS	22,612.71	8/12/2009
145 ANTHONY ANDERSON	21,151.84	8/19/2009
146 STEPHEN STOCK	17,355.71	10/8/2009
147 BRIAN WHITEMAN	9,842.31	3/22/2010
148 JOAN M. SCHWINDT	28,378.41	4/7/2010
149 HEATHER NOELLE DANKO	3,900.00	5/19/2010
150 RAFAEL SCHACKORY	3,900.00	6/11/2010
151 JAY DEUITT	10,999.86	10/20/2010
152 WF TRUST-PETER WEEGER TTE	2.18	2/16/2011
153 SHAHRYAR GHIDARI	-1,350.16	2/25/2011
154 JAMES DE VARENNES	11,158.82	7/13/2011
155 MILTON J. RAMAS	1,900.00	10/31/2011
156 L.K.J.P. PROPERTIES	12,630.14	12/9/2011
157 FORESTAR	14,065.13	12/28/2011
158 SIERRA CREEK PROPERTIES	7,000.00	3/16/2012
159 MARSHALL HARADEN III	485.61	7/11/2012
160 MALIBU ASSOCIATES LLC	7,000.00	8/15/2012
161 TIM JOHN ROLLIT MASON	7,000.00	9/12/2012
162 TAILOR MADE INC.	-3,471.71	10/5/2012
163 STATE OF CALIFORNIA-PARK&REC	-280.38	1/11/2013
164 DAVID HEINEMEIER HANSSON	7,220.00	1/11/2013
165 FLAWLESS DESIGN GROUP INC.	7,000.00	2/6/2013
166 CONNIE MARTIN	38,787.07	5/1/2013
167 INVESTWEST LLC	18,463.69	9/4/2013
168 BAHGAT N. TADROS	7,000.00	9/11/2013
169 IMAD RASOOL	10,866.52	9/18/2013
170 LAND SHAK HOLDINGS, LLC	7,000.00	10/23/2013
171 OLD SCANDIA	42,524.90	2/14/2014
172 LIFETIME INVESTMENTS LLC	11,669.00	2/14/2014
173 ERIC A. VIGEN	55,699.68	2/14/2014
174 GNL INVESTMENTS, LLC	13,300.70	3/7/2014
175 JACK STUDER	7,000.00	3/7/2014
176 OTL ASSETS LLC	13,232.15	3/21/2014
177 MALIBOU LAKE MTN CLUB, LTD	2,294.00	4/2/2014
178 ROY HILTON MARCH	46,548.00	4/11/2014
179 SOUTHEAST VENTURA CNTY YMCA	7,000.00	5/7/2014
180 ROSAGALIA G. DAYANI	1,249.10	5/9/2014
181 GREEN OAKS ASSOCIATES INC.	7,000.00	5/28/2014
182 PENGUIN BROTHERS INC.	19,951.62	6/27/2014
183 YUSHER INC.	20,987.57	10/1/2014
184 CITY OF CALABASAS	24,663.47	10/22/2014

Customer Name	Total on Deposit	Last Deposit Date
185 RICK GUNDERSON	25,940.63	10/22/2014
186 LAURIE ACKERMAN	13,994.00	10/22/2014
187 MALIBU CANYON L.P.	430.56	10/22/2014
188 JOHN KREIGER	16,574.57	11/7/2014
189 GLEICHER ASSOCIATES, INC.	2,601.02	11/7/2014
190 AMERICAL REALTY LLC	22,287.70	11/7/2014
191 EVAN BENJAMIN SERBIN	13,763.00	11/7/2014
192 CV CONSTRUCTION (C. VANDAGRIFF	5,940.23	12/3/2014
193 MNMS INC.	16,453.29	12/26/2014
194 SUMMER HOLDINGS LLC	5,940.23	1/16/2015
195 ALBERTSON MALIBOU	5,925.29	3/13/2015
196 COUNTY OF LOS ANGELES	12,940.23	3/30/2015
197 AGOURA HILLS CENTER PROPERTIES	190.05	3/30/2015
198 BDR, INC.	21,556.81	4/8/2015
199 ELEVATED, LLC	7,000.00	4/8/2015
200 MALIBU CANYON L.P.	7,000.00	4/8/2015
201 MALIBU CANYON L.P.	7,000.00	4/8/2015
202 MALIBU CANYON L.P.	19,340.67	4/8/2015
203 MALIBU CANYON L.P.	7,000.00	4/8/2015
204 LC ENGINEERING GROUP, INC.	14,000.00	4/8/2015
205 MICHAEL FRAWLEY	7,000.00	4/8/2015
206 MICHAEL FRAWLEY	12,702.23	4/8/2015
207 JANEEN DUANE	7,000.00	4/15/2015
208 JOHN ROSHAN	15,528.63	5/22/2015
209 CITY OF CALABASAS	13,929.31	6/29/2015
210 GOLF PROJECTS LINDERO INC.	37,546.76	6/29/2015
211 KENNETH VU/SOPHIA DO	12,819.92	6/29/2015
212 MALIBU VALLEY INC	11,669.00	7/31/2015
213 WESTLAKE NORTH ASSOC.	10,254.90	7/31/2015
214 BARNARD ENTERPRISES, INC.	7,000.00	8/7/2015
215 CITY OF CALABASAS	100.00	9/11/2015
216 CITY OF CALABASAS	7,000.00	10/21/2015
217 CITY OF CALABASAS	7,000.00	10/21/2015
218 AUDE MAR, INC.	-1,790.44	10/21/2015
219 KOROS USA INC.	19,817.24	11/6/2015
220 HOWARD R. DANIELS-STOCK	500.00	11/25/2015
221 SCC ACQUISITIONS, INC.	7,000.00	11/25/2015
222 BUILDER DISBURSEMENTS, INC.	7,000.00	12/23/2015
223 WH COUNTRY RIDGE 7 LLC	7,000.00	12/23/2015
224 WH COUNTRY RIDGE 7 LLC	11,601.21	12/23/2015
225 BUILDER DISBURSEMENTS, INC.	12,430.44	12/23/2015
226 ENCO STRUCTURAL BUILDERS, INC.	-843.08	1/6/2016
227 JUDITY B. UTHUS	9,723.56	1/13/2016
228 COUNTY OF LOS ANGELES	11,830.97	1/29/2016
229 MALIBU CANYON L.P.	12,221.61	1/29/2016
230 26 BELL CANYON, LLC	8,033.54	2/10/2016

Customer Name	Total on Deposit	Last Deposit Date
231 ARMIK KARAPETIANS	27,589.27	2/19/2016
232 EVERETT ROLLINS	2,250.00	2/19/2016
233 GREEN OAKS ASSOCIATES INC.	7,009.40	2/24/2016
234 COUNTY OF LOS ANGELES	5,149.60	3/30/2016
235 CHRISTY HETTINGA	3,649.86	4/8/2016
236 MARIA A. CABAN	-400.16	4/20/2016
237 GREEN OAKS ASSOCIATES, INC.	2,387.57	5/6/2016
238 CH REALTY IV/NORTH RANCH	50.00	5/11/2016
239 BELMONT VILLAGE PARTNERS	-525.39	5/18/2016
240 BRIAN A. SWEENEY	1,169.46	5/25/2016
241 4700 LAKE VIEW CANYON	-37.13	5/30/2016
242 HORIZON GENERAL CONTRACTORS	2,780.71	6/3/2016
243 HV FUND, LLC	1,252.08	6/3/2016
244 SEAN A McCOLL	70,647.33	7/18/2016
245 SLIDER SIZE	-842.81	7/29/2016
246 ROBERT/ELIZABETH HARTMAN	11,722.96	7/29/2016
247 KIMBERLY NGUYEN	273.57	8/26/2016
248 AGOURA BUSINESS CENTER WEST	1,270.93	8/31/2016
249 CALABASAS VILLAGE LP	3,444.41	9/9/2016
250 GP ARCHITECTURE, INC.	133.66	10/26/2016
251 SAGE LIVE OAK, LLC	5,700.00	10/26/2016
252 CALABASAS VILLAGE LP	0.35	11/2/2016
253 BURNS PACIFIC CONSTRUCTION	750.00	11/16/2016
254 YA ZHU	7,160.00	1/11/2017
255 MESIVTA SCHOOL	20,018.96	1/17/2017
256 JAY R. HUBBARD CONSTRUCTION	7,617.91	1/20/2017
257 E.G. O'CONNOR CONSTRUCTION	28,345.94	2/17/2017
258 SDG ASSOCIATES LLC	176.12	3/17/2017
259 SDG ASSOCIATES LLC	346.00	3/17/2017
260 INDIAN FALLS ESTATES HOA	825.84	3/31/2017
261 CITY OF AGOURA HILLS	3,557.50	3/31/2017
262 SHELLY/ZIV KOZASKI	2,720.30	5/17/2017
263 ZABI NOWAID	514.65	5/31/2017
264 AGOURA HILLS HHG HOTEL DVELPMN	1,745.04	6/23/2017
265 S.P.C.	3,179.17	6/23/2017
266 4517 WOODLEY TRUST	5,392.35	6/23/2017
267 THE WEST FAMILY TRUST	8,526.97	6/30/2017
268 LIFETIME INVESTMENTS LLC	17,669.47	7/17/2017
269 LENSRAY ADV & DESIGN, INC	10,620.00	8/14/2017
270 SHAHIN BENYAMIN	-310.08	8/14/2017
271 TAMARA A TORREZ/CIVIC CONS ASS	1,187.31	11/17/2017
272 VIEWPOINT EDUCATIONAL FOUNDATI	158.72	11/29/2017
273 JAMIE L PELAYO	5,960.43	11/29/2017
274 CITY OF AGOURA HILLS	8,045.60	1/24/2018
275 ENCO STRUCTUAL CONSULTANT INC	1,372.33	1/24/2018
276 HECTOR MORO	4,132.50	1/31/2018

Customer Name	Total on Deposit	Last Deposit Date
277 BARBARA L. HALL, P.E. INC.	4,405.42	2/14/2018
278 WOODBRIDGE GROUP OF COMPANIES	6,808.25	3/9/2018
279 AYED PROPERTIES	-2,130.10	3/9/2018
280 DEACON CONSTRUCTION	1,400.75	4/4/2018
281 GREGORY HAUCA	2,145.99	4/25/2018
282 ROCHA NUEZ ASSOCIATES	2,310.33	5/9/2018
283 CHARLES M ZACHA III	2,553.19	5/25/2018
284 WESTLAKE MEDICAL LLC	-1,808.64	5/30/2018
285 ROSS A MCLEAN	37,841.42	5/30/2018
286 LIDIA KARPIK	800.00	6/18/2018
287 MCG ARCHITECTURE	18,212.88	6/25/2018
288 SAIFCO CONSTRUCTION COMPANY	846.31	6/28/2018
289 MALIBU CANYON L.P.	241.76	6/28/2018
290 WIRT DESIGN GROUP	34,901.60	8/20/2018
291 CALVARY COMMUNITY CHURCH	496.70	8/31/2018
292 RANCHO MAR LLC	3,913.60	8/31/2018
293 OAKS CHRISTIAN SCHOOL	39,862.14	9/28/2018
294 RAMON/JUAN OCHOA	-177.17	9/28/2018
295 WESTLAKE WELLBEING PROPERTIES	5,901.71	10/4/2018
296 RUSSELL J. COSTA	106,560.00	10/4/2018
297 SCAPA LAW GROUP, PC	10,440.00	10/22/2018
298 BRUCE/EVE LETT	18,267.00	10/22/2018
299 CITY OF AGOURA HILLS	1,615.63	10/31/2018
300 JOHN M GRIFFIN	1,185.99	10/31/2018
301 WESTLAKE BREWING COMPANY LLC	35,061.50	11/6/2018
302 ASHLEY CONSTRUCTION, INC.	1,832.33	11/29/2018
303 AA INVESTORS INC.	58,071.05	11/29/2018
304 AA INVESTORS INC.	74,743.10	11/29/2018
305 PRESIDIO CHATSWORTH PARTNERS	3,119.74	11/29/2018
306 JEFFREY/ALLISON DANA FIELDS	-13,079.65	12/13/2018
307 TWIN OAKS SHOPPING CENTER	7,562.21	1/22/2019
308 THEODORE BLISS	3,816.32	1/22/2019
309 OAKMONT OF AGOURA HILLS, LLC	-268.46	2/5/2019
310 A.M.G. CONSTRUCTION, CORP	-277.63	2/5/2019
311 AGOURA LANDMARK, L.P.	1,237.04	2/12/2019
312 BUILD ZIG	275.00	2/12/2019
313 GREGORY COFFEY	5,104.91	2/28/2019
314 JAMES/KATHLEEN LOWERY	750.55	2/28/2019
315 ANDREW/SHANNON GGEM	932.56	3/28/2019
316 HALLEY FAMILY LTD PARTNERSHIP	6,650.00	4/12/2019
317 WESTLAKE VILLAGE INN	4,082.47	5/9/2019
318 5805 LAS VIRGENES RD.CALABASAS	67,481.69	5/30/2019
319 24475 CALABASAS RD., CALABASAS	-937.42	5/30/2019
320 NAIRA NAROYAN	-126.02	5/30/2019
321 5621 HOBACK GLEN	939.40	5/30/2019
322 24140 LUPIN HILL RD.	3,916.10	5/30/2019

Customer Name	Total on Deposit	Last Deposit Date
323 5300 LOST HILLS RD.	84,193.00	6/7/2019
324 411 THRIFT RD., MALIBU	5,985.20	6/7/2019
325 31455 TUSCANY LANE	-732.26	6/7/2019
326 28900 SILVER CREED RD.	2,273,976.72	6/17/2019
327 COUNTY OF LOS ANGELES	19,840.37	6/27/2019
328 24541 MULHOLLAND HWY	37,069.08	6/27/2019
329 25067 ASHLEY RIDGE RD.	7,000.00	6/27/2019
330 25085 ASHLEY RIDGE RD.	8,304.88	6/27/2019
331 G.G. STORAGE, LLC.	-206.22	7/8/2019
332 2319 WARING DR., AGOURA	4.73	7/8/2019
333 26300 RONDELL, CALABASAS	1,653.48	7/19/2019
334 BITTON DESIGN GROUP, INC.	700,796.91	7/19/2019
335 5727 JED SMITH RD. CALABASAS	928.51	7/19/2019
336 ANDRZEI A JAGODA	627.92	7/19/2019
337 3324 TRIUNFO CANYON, AGOURA	3,130.85	8/5/2019
338 ARROW CONCRETE CUTTING CO.	1,032.05	8/5/2019
339 9251 STEVENS WAY	53,066.17	8/30/2019
340 WOODBRIDGE GROUP OF COMPANIES	943.89	9/13/2019
341 28500 DRIVER AVE. AGOURA HILLS	-696.41	9/13/2019
342 5350 LASHER RD., CALABASAS	-1,100.86	9/30/2019
343 24150 HIDDEN RIDGE RD., HH	375.00	9/30/2019
344 21208 POEMA PLACE, DEERLAKE	6,165.00	10/17/2019
345 6450 CHESEBRO AVE, AGOURA	1,500.00	10/17/2019
346 24101 DRY CNY COLD CREEK	821.22	10/17/2019
347 CITY OF WESTLAKE VILLAGE	-957.94	11/26/2019
348 LA CNTY/CAMP DAVID GONZALES	24,660.00	
349 SAILVIEW ASSOCIATES INC.	-182.98	
350 PASCALINE L. DERRICK	-1,068.86	
351 2826 VISTA MAR DR.	700.77	
352 THE ROOTS OF ARCHITECTURE	-418.20	
353 MARK CONNELLY	1,228.12	
354 THE FRAWLEY SURVIVORS TRUST	-253.92	
355 LA QUILLA TENNIS COURT	500.00	
356 SOL & JON RUMKIN	-423.54	
357 CURREY RIACH CO	2,037.16	
358 EBENSTEINER CO.	2,328.30	
359 KATELL/AHMANSON	1,488.00	
360 WESTLAKE NORTH PHASE II	750.00	
361 WESTLAKE DOCKER ASSOCIATES, LP	1,420.00	
362 SL AGOURA HILLS, LLC	1,500.00	
363 HIDDEN RIDGE, LLC	-2,851.97	
364 THE MOUNTAINS RECRN & CONSRV	257.57	
365 CITY OF AGOURA HILLS	1,825.00	
366 DOG PARK	1.65	
367 ALAN SATTERLEE ENTERPRISES	-289.92	
368 WESTLAND CIVIL INC	550.00	

Customer Name	Total on Deposit	Last Deposit Date
369 PAUL MC DONOUGH	-857.39	
370 NORTH CANYON DISPOSAL	749.66	
371 THE MOUNTAINS RECREATION	869.00	



April 21, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : Sewer Service Capacity Fee for 28254 Laura La Plante Drive

SUMMARY:

On May 18, 2017, Ms. Shahin Benyamin paid \$13,763 at the District's public counter for the potable water capacity fee and installation charge for a one-inch meter to serve the property at 28254 Laura La Plante Drive in the City of Agoura Hills (see attached location map). Ms. Benyamin was informed by staff of the scheduled increase in fees, effective July 1, 2017, and opted to make the payment to take advantage of the then-applicable lower fees.

Ms. Benyamin returned to the public counter on July 5, 2017, to pay the sewer service capacity fee for the property. She was informed that the new fees had become effective on July 1, 2017 and were now applicable to her property. Ms. Benyamin insisted that the previous, lower sewer service capacity fee should be applied to her property. On July 11, 2017, she attended the Board meeting and requested that the Board consider making an exception for her property by applying the previous, lower sewer service capacity fee. The Board approved a compromise on August 8, 2017, excusing Ms. Benyamin's inadvertent failure to pay the full range of fees and accepting payment for the sewer capacity fee, including 50% of the increase that became effective on July 1, 2017. Although Ms. Benyamin paid the sewer capacity fee, she never completed the connection to the District's sewer system nor commenced service with the District. As a result, she remains subject to increases in the sewer service capacity fee.

Most recently, Ms. Benyamin addressed the Board on December 17, 2019, requesting a waiver of the additional sewer service capacity fee required to complete her connection to the District's sewer system. The matter was agendaized and discussed by the Board on January 7, 2020; however, no action was taken at that time pending the collection of additional information by staff. On April 6, 2020, Mr. Benyamin submitted the attached written public comment to the Board, which was read into the record on her behalf by the Clerk of the Board on April 7, 2020. Again, she requested that the Board waive the additional \$4,134.50 for her sewer capacity fee due to financial hardship. Staff recommends that the Board deny the request because the District does not have a policy to waive such fees for financial hardship, and many other similarly-situated customers have already been required to pay the subject sewer capacity fees without the requested relief.

RECOMMENDATION(S):

Deny the request to waive an additional \$4,134.50 for the current sewer service capacity fee associated with the property at 28254 Laura La Plante Drive, Agoura Hills.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with this action.

DISCUSSION:

Prior to the new water and sewer service capacity fees change on July 1, 2017, staff informed all customers who came to the public counter of the impending fee increases and the effective date of the new fees, as part of a larger public outreach program. On May 18, 2017, Ms. Benyamin paid \$13,763 at the District's public counter for the potable water capacity fee and installation charge for a one-inch meter to serve her property at 28254 Laura La Plante Drive. Ms. Benyamin had been informed by staff of the scheduled increase in fees, effective July 1, 2017, and opted to make the payment to take advantage of the then-applicable lower fees.

Ms. Benyamin returned to the public counter on July 5, 2017, to pay the sewer capacity fee for the property. She was informed that the new fees had become effective on July 1, 2017 and were applicable to her property. Ms. Benyamin insisted that the previous, lower sewer service capacity fee should be applied to her property. On July 11, 2017 and August 8, 2017, she attended the Board meetings to request an exception for her property by applying the previous, lower sewer service capacity fee.

After a lengthy discussion by the Board, a motion was passed on a 3-2 vote to excuse the customer's inadvertent failure to pay the full range of fees prior to the cutoff date and accept payment for the sewer capacity fee including 50% of the increase that became effective on July 1, 2017. Attached for reference is a copy of the minutes for the Board meeting on August 8, 2017 (see Item No. 8A). Subsequently on August 14, 2017, Ms. Benyamin paid the sewer capacity fee in the amount of \$8,510.50. However, Ms. Benyamin never completed the connection to the District's sewer system nor commenced service with the District.

Section 5-2.211 of the Las Virgenes Municipal Water District Code (see attached excerpt) provides that customers must pay the connection fees existent when service commences regardless of when the connection fees are deposited or paid. In November 2019, Ms. Benyamin returned to the public counter and requested a financial arrangements letter, which is required by the Los Angeles County Consolidated Sewer Maintenance District to confirm that all financial obligations have been met with the District before installing the connection to the sewer system. Staff informed Ms. Benyamin that 2-1/2 years had passed since the Board had

authorized the compromise for her sewer service capacity fee and that two fee increases had been implemented during that time. As a result, the difference in the sewer system capacity fee of \$4,134.50 would be due and payable prior to processing the financial arrangements letter.

Ms. Benyamin addressed the Board on December 17, 2019, requesting a waiver of the additional sewer service capacity charge required to complete her connection to the District's sewer system. The matter was agendaized and discussed by the Board on January 7, 2020; however, no action was taken at that time pending the collection of additional information by staff. On April 6, 2020, Mr. Benyamin submitted the attached written public comment to the Board, which was read into the record on her behalf by the Clerk of the Board on April 7, 2020. Again, she requested that the Board waive the additional \$4,134.50 owed for her sewer capacity fee due to financial hardship.

Staff is empathetic to the challenges faced by Ms. Benyamin; however, the District does not have a policy to waive capacity fees due to financial hardship. The Board already approved a compromise for Ms. Benyamin's inadvertent failure to pay the full range of fees for her property; however, she did not follow through with the required connection to the sewer system. Additionally, many other District customers have faced similar challenges, while still being required to pay the capacity fees in effect at the time of their connection to the system. Staff believes that consistency is important when evaluating such requests.

When this item was previously discussed with the Board, staff was asked about the ability of a customer to connect to the District's water and sewer systems while construction remained underway for their project. At that time, staff explained that a water service could be installed while construction remained underway. In fact, this is frequently the case because water service is generally required for construction activities. This process constitutes a commencement of service for water and, therefore, triggers the then-applicable water service capacity fee. Staff confirmed that same process can be followed for sewer service to trigger a commencement of service, together with the then-applicable sewer service capacity fee, during construction. For this scenario, the newly-installed sewer lateral would be stubbed out at the property line and temporarily sealed to prevent debris from entering the sewer system. Unfortunately, Ms. Benyamin did not follow through to commence sewer service during construction. As a result, she is subject to increases in the sewer system capacity fee.

Staff recommends that the Board deny the request by Ms. Benyamin because the District does not have a policy to waive capacity fees for financial hardship and many other similarly-situated customers have already been required to pay the subject sewer capacity fees without the requested relief.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

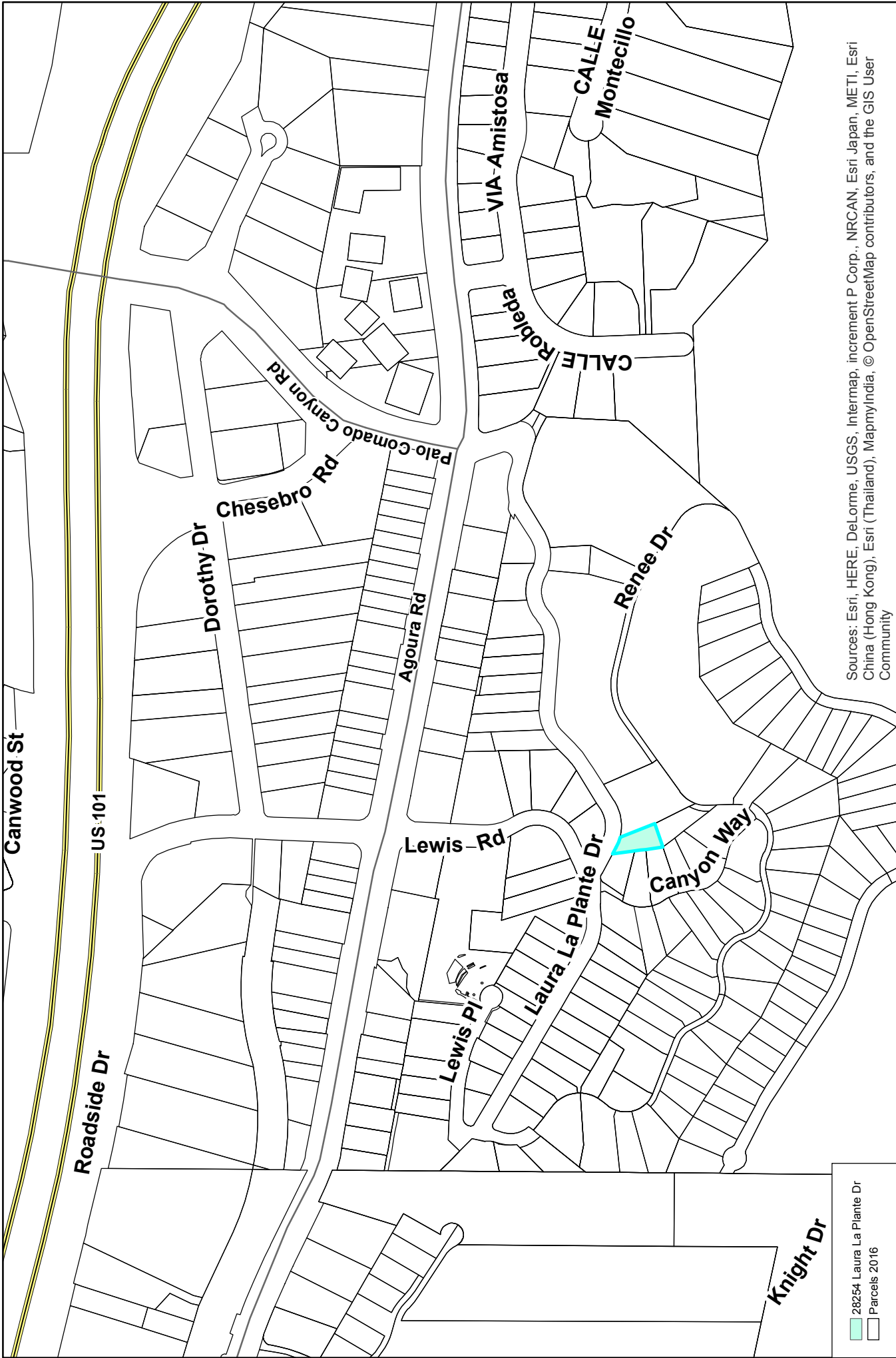
Prepared by: David W. Pedersen, P.E., General Manager

ATTACHMENTS:

Location Map

Public Comment by Shahin Benyamin

Minutes of August 8, 2017 Board Meeting
Excerpt from Las Virgenes Municipal Water District Code



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

28254 Laura La Plante Dr
APN: 2061-017-007



Las Virgenes Municipal Water District is not responsible for the accuracy of this presentation. This presentation is for illustrative purposes only. Verify the physical location of all property lines, water lines and ancillary information prior to use.

Public Comment from Shahin Benyamin

From: shahin benyamin <shahincal@gmail.com>

Sent: Monday, April 6, 2020 3:55 PM

To: Guzman, Josie <JGuzman@lvmwd.com>

Subject: Re: 28254 Laura La Plante

Hi Josie:

My House a new 2 story Single Family Residence at 28254 Laura La Plante Drive, Agoura Hills, CA 91301 Sewer connection

I have been in process of construction for the subject property since May 2017. The city of Agoura Hills asked us to get Las Virgenes water District approval when we were in plan check process back in 2017 and I have paid \$8510.50 in fees for sewer connection. Please note that the connection fee was paid in full. Apparently we were suppose to connect to sewer in 18 months but due to financial problems we were not able to and on top of that we were not aware that we have a dead line to connect or more fees will be payable if we don't connect to sewer within the subject time.

Due to financial hardship the project was prolong and only recently is that we are ready to connect the project to the sewer. We have applied for multiple loans to be able to bring the project to this condition and are under a lot of financial problem. Los Virgenes water district is asking for an extra amount of more than \$4000 to allow us connecting to the sewer. During the recent Pandemic Disaster Covid-19 we are even under more financial problem and we simply cannot afford to pay the charges and are very close to being bankrupt. We would really appreciate if you would allow a release of the subject fee and waive the fees as we have paid these fees in full back in 2017.

I would appreciate if you can consider our request.



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

MINUTES
REGULAR MEETING

5:00 PM

August 8, 2017

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Logan Kiblinger.

1. CALL TO ORDER AND ROLL CALL

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

Present: Directors Charles Caspary, Jay Lewitt, Len Polan, Glen Peterson, and Lee Renger.

Absent: None

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

2. APPROVAL OF AGENDA

General Manager David Pedersen stated that an item requiring immediate action came to the attention of the District subsequent to the agenda being posted, and he asked the Board to add an item to the agenda to declare an emergency due to a 16-inch water main break at Parkway Calabasas north of Park Entrada. He also asked that Item 8A be moved to follow Item 5A.

Director Renger moved to approve the agenda as amended. Motion seconded by Director Caspary. Motion carried unanimously.

3. PUBLIC COMMENTS

General Manager David Pedersen introduced Logan Kiblinger, who was hired by the District as a Water Worker I. Mr. Kiblinger stated that he was happy to be working for the District.

General Manager David Pedersen introduced Diana Flores, who was hired by the District as a Laboratory Assistant. Ms. Flores stated that she was happy to be working for the District.

4. CONSENT CALENDAR

A List of Demands: August 8, 2017: Ratify

B Minutes: Regular Meeting of July 25, 2017: Approve

C Directors' Per Diem – July 2017: Ratify

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

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A California WaterFix Infrastructure: Presentation by John Bednarski, Metropolitan Water District of Southern California

John Bednarski, representing Metropolitan Water District of Southern California (MWD), provided a detailed PowerPoint presentation entitled "Modernizing the System, California WaterFix Infrastructure." He responded to questions regarding proximity to earthquake faults; plans to reduce seismic risk; long-term effects on California water from the original peripheral canal; working through political issues; construction cost estimate; water quality and salinity management from the Delta; and MWD's three White Papers on the California WaterFix.

8. FACILITIES AND OPERATIONS

A Sewer Service Capacity Fee for 28254 Laura La Plante Drive

Deny the request to apply the previous, lower sewer service capacity fee to the property at 28254 Laura La Plante Drive.

General Manager David Pedersen presented the report.

Shahin Benyamin, property owner, stated that District staff failed to explain to her that payment of separate sewer connection fees were required when she paid the water connection fees in May 2017. She requested the Board allow her to pay the sewer connection fees that were in effect prior to July 1, 2017.

Director Caspary stated that professional developers are aware of the payment of fees to connect water and sewer services; however, he believed the property owner is not a professional developer and thus he would propose a motion.

Director Caspary moved that due to the extra five days after the new code was adopted that the District split the difference and charge half the increased cost of the sewer connection fee. Motion seconded by Director Polan.

Director Renger moved a substitute motion to ignore the increased fee to the property owner and charge the fee that was in effect prior to July 1, 2017. Motion died for lack of a second.

A discussion ensued regarding concerns with setting a precedent and with distinguishing between professional developers versus non-professional developers.

Director Caspary stated that the request from the customer to pay the fee was made five days after the new rates became effective, and the distinguishing and unique events were the prepayment of the water service deposit in full. He also stated that his motion was to recognize both of these factors and to request the board approve a 50 reduction in the sewer connection fee.

Keith Lemieux, District Counsel, suggested that the motion would be that the Board would excuse the customer's inadvertent failure to pay the full range of fees prior to the cutoff to the extent of 50 percent of the fee that the customer failed to pay. Director Caspary agreed with clarification of his motion.

Keith Lemieux, District Counsel, – if the board is inclined to waive half of the increased fee, he has a concern from a due process standpoint and an equal protection process in that all similarly customers should be treated equally. It would be useful to identify what makes this situation unique. He understands that Caspary is making a distinction between a layman and a professional builder, but he also understands that there is a situation where there is a relatively short amount of time that had gone by, there was some effort to waive some fees before the cut off that there is a claim that insufficient information was given, he thinks it is important that the motion contain whatever those details are so that it is clear what the basis is.

Caspary – thinks that granting a grace period for 50 percent of the increase would be his criteria.

Lewitt – but anytime they have a new increase won't they also have to include a grace period for half for a week?

Lemieux – what he was thinking in this particular case there was discussion about

conversations that took place at the counter, the fact that there was a water fee that was waived so perhaps there was an incomplete transaction that might make this a unique circumstance. If the board is included to grant the waiver or the discount he suggests the board make it on those specific facts and not on anything else.

Polan – he senses that this is a one-time only.

Renger – his view is that there was a failure to communicate. Feels if she had understood there was a hard deadline or an additional amount due she would have taken care of it.

Lewitt – does staff feel she was not informed of increased charges.

Pedersen – feels she was informed clearly of the fee increase. Feels there was miscommunication and misunderstanding as to what is required to provide the suite of utility services to improve her property. She might have believed that in paying the water connection fee that she was getting the entire suite of services. With a professional developer they are aware of the entire suite of services for water and sewer and that there was fees for both of these. He believes that Ms. Benjamin is saying that she was not aware that there were fees for both of these utilities and he believes she feels staff should have informed her. One of the challenges that staff has is that they do not always know if a customer is seeking service because we have customers who have septic systems. If the board is looking at a way to distinguish this from cases is that in this case the customer did pay one of the connection fees and perhaps the board could use this as the rationale that when one of the connection fees has been paid it indicates an intention to pay.

Caspary – in advanced of the deadline, to take advantage of the previous fees in advance of the deadline. In this case, due to difficulty in communication that was not done. So his motion will recognize the intent to pay. The fact that water connection fee was paid for prior to the rate increase becoming effective. In this case, due to communication difficulties the sewer connection fee was not paid until five days after the new rate became effective.

Pedersen – the fee has not yet been paid.

Caspary – the request to pay the fee was made five days after the new rates became effective so the distinguishing and unique events are the prepayment of the water service deposit in full and the request that occurred five days after the new sewer connection fee was effective. In this case his motion is to recognize both of these factors and to request the board approve a 50%.

Lemieux – that the board will excuse the customer's inadvertent failure to pay the full range of fees prior to the cutoff to the extent of 50% of the fee that the customer failed to pay. Caspary agreed with this proposed change to the motion.

Peterson – feels this is setting a precedent the board does not want to start. People building a home need to know that they will need a sewer or some type of sanitation service. He believes that she was aware that the rates increased for both.

Motion carried by the following vote:

AYES: Caspary, Polan, Renger

NOES: Lewitt, Peterson

ABSTAIN: None

ABSENT: None

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS (continued)

B Legislative and Regulatory Updates

No additional update was provided.

C Water Supply Conditions Update

No additional update was provided.

6. TREASURER

Director Renger stated that the Treasurer's report was in order. He asked staff to clarify a payment made to the Franchise Tax Board. Don Patterson, Director of Finance and Administration, noted that quarterly payments to the Franchise Tax Board include sales tax paid by the District.

7. BOARD OF DIRECTORS

A ACWA Committee Appointment nominations for 2018-19 Term

Select candidates for ACWA committee appointment or re-appointment consideration, and authorize the General Manager to sign and return the completed Committee Consideration Form to ACWA no later than September 29, 2017.

General Manager David Pedersen presented the report.

A discussion ensued regarding desired appointment and reappointments.

Director Polan moved to approve Item 7A as follows: Director Caspary appointed to the State Legislative Committee; Director Renger appointed to the Energy Committee; Director Polan reappointed to the Water Management Committee; Director Lewitt reappointed to the Federal Affairs Committee; and Director of Facilities and Operations David Lippman reappointed to the Energy Committee. Motion seconded by Director Lewitt. Motion carried unanimously.

B 16-Inch Water Main Break at Parkway Calabasas North of Park Entrada: Emergency Declaration

Pass, approve and adopt proposed Resolution No. 2525, declaring an emergency due to a 16-inch water main break at Parkway Calabasas north of park Entrada.

RESOLUTION NO. 2525

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT FINDING THAT AN EMERGENCY WILL NOT PERMIT A DELAY

RESULTING FROM COMPETITIVE SOLICITATION FOR REPAIR OF A 16-INCH WATER MAIN BREAK AT PARKWAY CALABASAS NORTH OF PARK ENTRADA

(Reference is hereby made to Resolution No. 2525 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

General Manager David Pedersen presented the report.

Director Polan moved to approve Item 7B. Motion seconded by Director Lewitt.

David Lippman, Director of Facilities and Operations, responded to a question regarding evaluation of the condition of the remaining pipe by stating that the section of damaged pipe appeared to be an isolated incident as it appeared the pipe was damaged when originally installed.

Motion carried unanimously.

9. FINANCE AND ADMINISTRATION

A Claim from Greg and Jennifer Dato

Deny the claim from Greg and Jennifer Dato.

Director Renger moved to deny the claim from Greg and Jennifer Dato. Motion seconded by Director Polan. Motion carried unanimously.

Director Lewitt departed from the meeting at 6:24 p.m.

10. INFORMATION ITEMS

A Claim from Steven Baio

B Public Opinion Survey on California WaterFix

11. NON-ACTION ITEMS

A Organization Reports

- (1) MWD Representative Report

Board President Peterson reported that the MWD Board of Directors would meet the following week. He noted that Tim Quinn, Executive Director of the Association of California Water Agencies (ACWA), was taking a temporary medical leave of absence and Robert Kelly would be serving as the Acting Executive Director.

- (2) Other

Director Caspary reported that the Santa Monica Bay Restoration Commission would meet on August 17, 2017.

B Director's Reports on Outside Meetings

None.

C General Manager Reports

- (1) General Business

None.

- (2) Follow-Up Items

None.

D Directors' Comments

None.

12. FUTURE AGENDA ITEMS

None.

13. PUBLIC COMMENTS

None.

14. CLOSED SESSION

The Board recessed to Closed Session at **6:25 p.m.** to discuss the following item:

A Conference with District Counsel – Existing Litigation (Government Code Section 54956.9(a)):

Las Virgenes Municipal Water District v. The Harp, LLC, dba NuLife Treatment Centers

15. OPEN SESSION AND ADJOURNMENT

The Board reconvened to Open Session at **6:35p.m.**

Keith Lemieux, District Counsel, announced that during the Closed Session the Board directed retaining Olivarez Madruga Lemieux O'Neill to file a complaint to recover the costs associated with the breach of contract with The Harp, LLC, dba NuLife Treatment Centers.

Seeing no further business to come before the Board, the meeting was duly adjourned at **6:36 p.m.**

(b) Upon discovery of an unauthorized sewer connection by the District, the property owner shall pay a sewage connection fee at the rate existing as of the date of the connection. Unless the property owner presents clear and convincing evidence as to the date of the unauthorized connection, it shall be presumed that the connection was made as of the date of discovery.

(c) From time to time, interim agreements are entered into between the City of Los Angeles and the District to provide for sewage disposal from certain areas within Sanitation Improvement Districts U-3 and B. The District cannot approve sewer plans for property within Sanitation Improvements Districts U-3 or B until an outlet is assured. The applicant shall obtain the consent of the City of Los Angeles for a District outlet and when such assurances have been obtained, the applicant shall pay the connection charge to the District for each sewerage unit sought to be connected.

5-2.211 CONNECTION FEES: CHANGES IN AMOUNT^{6,7}

Sewer connection fees may be changed at any time in accordance with this Code and state law. An applicant shall pay the connection fees existent when service commences regardless of when the connection fees are deposited or paid, except those connection fees paid after June 22, 1978 and before March 26, 1990. As used herein, "service commences" for a new or additional ERU when the applicant's property can be connected to the trunk or collector sewer and monthly sewage service charges are paid. Notwithstanding the "service commencement" provisions of this section, customers who made a pre-paid deposit for service prior to June 30, 2017 will have until June 30, 2018 to commence service and pay the connection fee in effect as of June 30, 2017." Notwithstanding the "service commencement" provisions of this section, existing water only customers who made a pre-paid deposit for service prior to June 30, 2018 will have until June 30, 2018 to commence service and pay the connection fee in effect as of June 30, 2017.

⁶ Section 5-2.211 amended by Reso No. 2522 on June 27, 2017

⁷ Section 5-2.211 amended by Reso No. 2529 on November 14, 2017