



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

**AGENDA**  
**REGULAR MEETING**

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

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

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

5:00 PM

August 9, 2011

PLEDGE OF ALLEGIANCE

**1. CALL TO ORDER AND ROLL CALL**

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

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

## **2. APPROVAL OF AGENDA**

**A** Moved by Director\_\_\_\_\_, seconded by Director\_\_\_\_\_, and\_\_\_\_\_, that the agenda for the Regular Meeting of August 9, 2011, be approved as presented/amended.

## **3. PUBLIC COMMENTS**

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

## **4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS**

**A The Deer Island Sewage Treatment Plant - Massachusetts Water Resources Authority**

**B Strategic Staffing & Development Plan Update**

**C Legislative and Regulatory Updates**

## **5. CONSENT CALENDAR**

**A Minutes: Regular Meeting of July 12, 2011. Approve**

**B List of Demands: August 9, 2011. Approve**

**C Directors' Per Diem: July 2011. Ratify**

**D Call for Bids - Ferric Chloride: Approve the proposed bid schedule and the notice inviting sealed bids for the supply and delivery of ferric chloride. Approve**

## **6. TREASURER**

## **7. BOARD OF DIRECTORS**

**A ACWA Candidate Nominations: President and Vice President**

The Board of Directors to determine nominations for the positions of President and Vice President, if any, and authorize execution of the associated resolution to be transmitted to ACWA no later than September 1, 2011.

## **8. GENERAL MANAGER**

**A Administrative Services Coordinator**

Approve the job description for the Administrative Services Coordinator.

**B Proposed Change in Authorized Positions**

Increase the number of authorized Accounting Technicians positions in the Finance and Administration Department by one FTE, and Eliminate the Senior Accounts Payable Clerk position in the Finance and Administration Department.

## **9. FACILITIES AND OPERATIONS**

**A Backbone Improvement Program: 5-Million Gallon Tank Discussion**

Provide staff feedback about the Backbone Improvement Program 5 - Million Gallon Tank

workshop held July 30, 2011.

**10. FINANCE AND ADMINISTRATION**

**A Claim: Agoura Hills Texaco Station**

Deny the claim for the Agoura Hills Texaco Station.

**B Claim: Meadowridge Homeowners Association**

Deny the claim from Meadowridge Homeowners Association for \$13,337.05.

**C SCADA Communication Upgrade Study**

Authorize the General Manager to issue a purchase order to MSO for an amount of \$32,805 to study the entire SCADA communication system, available radio systems, and recommend a type and brand of radio equipment that meets the district's needs.

**11. RESOURCE CONSERVATION AND PUBLIC OUTREACH**

**A Public Outreach and Communications Plan**

Adopt the Public Outreach and Communications Plan for Fiscal Year 2011-12.

**12. INFORMATION ITEMS**

**A Claim: Jack Trompeter**

**B Pepperdine University Sewage Treatment Service**

**13. NON-ACTION ITEMS**

**A Organization Reports**

(1) MWD

a. Representative Report/Agenda(s)

(2) Other

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

**C General Manager Reports**

**D Director's Comments**

**14. FUTURE AGENDA ITEMS**

**15. CLOSED SESSION**

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

1. Weber v. Las Virgenes Municipal Water District

**B Labor Negotiations (Government Code Section 543957.6):**

1. Employee Compensation & Benefits

**16. OPEN SESSION AND ADJOURNMENT**

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August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

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**Subject: Strategic Staffing & Development Plan Update**

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**SUMMARY:**

In July of 2009, the Board was presented a 5 year staffing plan that included projections on turnover and staffing strategies to cover the period from 2009 - 2013. This update was prepared to provide a current status of where we are two years later with our projections, development successes and targets for the future.

Our focus over the next five years will be on developing current staff through executive coaching and development training as well as recruiting for top talent via enhanced recruiting strategies. Staffing will be based on the needs of the District looking forward at future needs, system capacity and as new technological advances unveil.

Prepared By: Sherri Paniagua, Human Resources Manager



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

**MINUTES**  
**REGULAR MEETING**

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5:00 PM

July 12, 2011

**PLEDGE OF ALLEGIANCE**

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

**1. CALL TO ORDER AND ROLL CALL**

**A** Call to order and roll call

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

**2. APPROVAL OF AGENDA**

**A** Approval of agenda

*On a motion by Director Glen Peterson, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the Regular Board Meeting of July 12, 2011, as presented.*

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

**3. PUBLIC COMMENTS**

No speaker cards were received from the public.

**4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS**

**A** Snails at Las Virgenes Reservoir

Veronica Hurtado, Laboratory Technician II gave a presentation entitled "Melanoides Tuberculata".

**B Legislative and Regulatory Updates**

No legislative report was given.

**5. CONSENT CALENDAR**

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

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

**A Minutes: Special Meetings of May 4, 2011 and June 14, 2011; and Regular Meeting of June 14, 2011. Approve****B List of Demands: July 12, 2011. Approve****6. TREASURER**

Treasurer Steinhardt stated he had reviewed the checks, had a few questions which Director of Finance and Administration Hicks would research and respond to, and everything else appeared to be in order.

**7. BOARD OF DIRECTORS****A Directors' Per Diem: June 2011**

Approve the Directors' per diem for the month of June 2011; and authorize a per diem payment for the June 30, 2011, Malibu Water Quality Symposium.

*On a motion by Director Glen Peterson, seconded by Director Joseph Bowman, the Board of Directors voted 5-0 to Approve the recommendations as presented.*

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

**8. FACILITIES AND OPERATIONS****A Building #8 - Suite 101 Lease Modification**

Modify the lease agreement with the Miller Family Companies such that their monthly rate is \$2,000 until July 2012 or until their financial position improves, accept the quarterly payments of \$5,000 to be credited against their outstanding rent, and authorize the General Manager to execute Amendment #6 to the lease.

Director of Facilities and Operations Lippman provided an update in regards to the current tenant lease and discussed potential options for an amendment, which would be enforce through June 30, 2012.

Arlen and Tony Miller of The Miller Family Companies were in attendance and responded to Board questions and concerns.

*On a motion by Director Glen Peterson, seconded by Director Lee Renger, the Board of Directors voted 4-1 to Approve the recommendations as presented.*

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

*NOES: Director(s) Steinhardt*

**B Annual Engineering Consultant Contracts**

Approve the annual contracts with AECOM USA, Inc. and MSO Technologies for FY2011-2012.

*On a motion by Director Glen Peterson, seconded by Director Charles Caspary, the Board of Directors voted 5-0 to Approve the recommendation as presented. The Professional Service Agreements with both AECOM USA and MSO Technologies become effective August 1, 2011.*

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

**C Award of Bid for Aluminum Sulfate**

The Board of Directors authorize the General Manager to issue a one-year contract with two one-year renewal options to General Chemical for the purchase of aluminum sulfate.

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

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

**D Award of Bid for Sodium Bisulfite**

The Board of Directors authorize the General Manager to issue a one-year contract with two one-year renewal options to JCI Jones Chemicals, Inc. for the purchase or sodium bisulfite.

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

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

**E Tapia Influent Force Mains Rehabilitation and Valves Replacement Project-Approval of Plans and Specifications and Call for Bids**

Approve the plans and specifications for the Tapia Influent Force Mains Rehabilitation and Valves Replacement Project; and authorize a Call for Bids in accordance with the project specifications and the proposed Bid Schedule.

General Manager Mundy notified the Board of corrected dates for the proposed schedule, which was incorrectly stated in the staff memo; 1st Advertisement - July 18, 2011; 2nd Advertisement - July 25, 2011; Bid Opening - September 6, 2011; and Project Award - September 27, 2011.

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

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

**F Approval of Change Order No. 2 - Three Pump Station Expansion Project**

Approve the payment of Change Order No. 2 to Cora Constructors in the amount of \$54,326.73.

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

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

**9. FINANCE AND ADMINISTRATION**

**A Proposed Consultant for Financial Analysis and Rate Study**

Approve the proposal from Raftelis, in an amount not to exceed \$ 114,986, and authorize the General Manager to execute a professional services agreement with the firm.

The Board of Directors discussed with General Manager Mundy and Director of Finance and Administration Hicks, the scope of work with and without water budgets; products and services



provided by the consultants, including a rate model; and the consultant selection process.

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

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

General Manager Mundy introduced Sanjay Gaur of Raftelis. Mr. Gaur discussed SBX7-7 (Water Conservation Act of 2009/20 x 2020).

**B Claim from Rodric White**

Accept and settle the claim submitted by Rodric White in an amount not to exceed \$3,194.66.

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

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

**10. LEGAL SERVICES**

**A Ordinance No. 07-11-267: Amended Sanitation Rates**

The full reading of the proposed Ordinance No. 07-11-267 amending Ordinance No. 11-86-161 (Las Virgenes Code) as it relates to Residential and Nonresidential Sanitation Service Charges, be waived, and the Board order publication within 30-days of adoption using a summary of the Ordinance.

The Board by a roll call vote of Ayes: Noes: Abstain: Absent: that the proposed Ordinance No. 07-11-267 amending Ordinance No. 11-86-161 (Las Virgenes Code) as it relates to Residential and Nonresidential Sanitation Service Charges, given second reading by title only, be passed, approved and adopted as presented.

**ORDINANCE NO. 07-11-267**

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

(Reference is hereby made to Ordinance 07-11-267 on file in the District's Ordinance Book and by this reference the same is incorporated herein and made a part of thereof.)

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

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

*On a motion by Director Glen Peterson, seconded by Director Charles Caspary, the Board of Directors voted 5-0 to Approve by a roll call vote of Ayes: 5; Noes: 0; Abstain: 0; Absent: 0; conducted by Assistant Deputy Secretary Conklin, the recommendations as presented in paragraph two. Secretary Caspary gave the second reading of the Ordinance by title only.*

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

**11. INFORMATION ITEMS**

**A Claim from Melissa Marshall**

**B Claim from Rancho Las Virgenes L.P.****12. NON-ACTION ITEMS****A Organization Reports(1) MWDa. Representative Report/Agenda(s); (2)Other**

(1) MWD Representative Peterson discussed general business of Metropolitan including the annual drinking water quality report; Imperial Irrigation District's 100th Anniversary; his appointment to a Blue Ribbon Committee; and adjourning in memory of Catherine Mulholland and Thomas DeBacker's wife both of whom passed away recently.

(2) None.

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

Director Caspary stated board members who attended the June 30, 2011, Malibu Water Quality Symposium had reported on their attendance during the Joint Powers Authority meeting of July 11, 2011.

**C General Manager Reports**

General Manager Mundy provided an update of general business of the district including tank workshop materials, which will be provided by July 26, 2011; Senator Pavley will be in attendance at the July 26, 2011 board meeting; board room audio upgrade work is being performed July 27-August 5, 2011; and the paperless agenda/iPad discussion requested by the Board is scheduled to appear on the July 26, 2011 agenda.

**D Director's Comments**

Director Bowman questioned a memo to Director Steinhardt regarding union contracts; reopener date clarifications; and contract language stating "shall expire and fully terminate on 31 December 2014". Legal Counsel Lemieux stated this discussion should be conducted in Closed Session as it is not on the agenda. General Manager Mundy stated a closed session agenda item pertaining to personnel negotiations has been scheduled for July 26, 2011.

Director Renger discussed testing in Stokes Canyon related to pollution and Monte Nido also has issues; and is concerned horses are too close to the stream. General Manager Mundy stated the city and county have MS4 permits and will need to intercede on the matter.

**13. FUTURE AGENDA ITEMS**

Director Bowman requested negotiations be scheduled for the next agenda.

**14. CLOSED SESSION**

None.

**15. OPEN SESSION AND ADJOURNMENT**

The Chair declared the meeting adjourned at 6:53 p.m. in memory of Catherine Mulholland and Maria DeBacker.

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

ATTEST:

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

(SEAL)

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: BARRY S. STEINHARDT, TREASURER

Payments for Board Meeting of : August 9, 2011

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

Wells Fargo Bank A/C No. 4806-994448

Checks Nos. 56741 through 57036 were issued in the total amount of \$ 576,817.74

**Payments through wire transfers as follows:**

7/29/2011 Metropolitan Water Dist. Payment for water deliveries in the month of May 2011 \$ 1,674,055.80

Total payments \$ 2,250,873.54

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

**CHECK LISTING FOR BOARD MEETING  
08/09/11**

Company Name	Company No.	Check No. 56741 thru 56790 07/26/11	Check No. 56791 thru 56958 07/28/11	Check No. 56959 thru 56988 08/02/11	Check No. 56989 thru 57036 08/09/11	Amount	Total
Potable Water Operations	101	38,119.67	52,419.81	11,614.21	20,924.30	123,077.99	
Recycled Water Operations	102					0.00	
Sanitation Operations	130	1,579.69			1,250.00	2,829.69	
Potable Water Replacement	301	65,874.52		110,159.59	2,864.00	178,898.11	
Sanitation Replacement	330					0.00	
Internal Service	701	86,684.83		36,283.02	24,052.35	147,020.20	
Joint Venture Operations	751	48,052.15		12,995.26	27,654.66	88,702.07	
Joint Venture Construction	752					0.00	
Joint Venture Replacement	754	255.16		17,341.54	18,692.98	36,289.68	
<b>Total Printed</b>		<b>240,566.02</b>	<b>52,419.81</b>	<b>188,393.62</b>	<b>95,438.29</b>	<b>576,817.74</b>	
<b>Voided Checks/Payment Stopped:</b>		None					
<b>Total Voids</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Net Total</b>		<b>240,566.02</b>	<b>52,419.81</b>	<b>188,393.62</b>	<b>95,438.29</b>	<b>576,817.74</b>	



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

**COPY**  
 Rec'd 07/13/11  
 KE

**INVOICE**

Billed To:  
 Las Virgenes Municipal Water District



Service Address  
 4232 Las Virgenes Road  
 Calabasas, CA 91302

Approved for Payment

David R. Lippman

7/13/11

May 2011	Page No. 1 of 1
Mailed: 06/10/2011	Due Date: 07/29/2011
Invoice Number: 7027	Revision: 0

**NOTICE**

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

DELIVERIES	Volume (AF)
Total Water Treated Delivered	2,089.7

SALES	Type	Volume (AF)	Rate (\$ /AF)	Total (\$)
Full Service	Tier 1 Supply Rate	2,089.7	\$104.00	\$217,328.80
	System Access Rate	2,089.7	\$204.00	\$426,298.80
	Water Stewardship Rate	2,089.7	\$41.00	\$85,677.70
	System Power Rate	2,089.7	\$127.00	\$265,391.90
	Delta Supply Surcharge	2,089.7	\$51.00	\$106,574.70
	Treatment Surcharge	2,089.7	\$217.00	\$453,464.90
SUBTOTAL				

OTHER CHARGES AND CREDITS	Rate (\$ /AF)
Conservation Debit/Credit	\$1,400.00
Readiness To Serve Charge( Payment Schedule: M)	\$90,739.00
Capacity Charge( Payment Schedule: M)	\$27,180.00
SUBTOTAL	

ADDITIONAL INFORMATION	Volume (AF)	Tier 1 %	Peak Day	Flow (CFS)
Purchase Order Commitment (Jan 2003 to Dec 2012)	137,103.0			
Purchase Order Firm Delivery To Date (Jan 2003 to Dec 2012)	191,214.8			
Tier 1 Annual Limit (For Current Calendar Year)	21,087.0			
Tier 1 YTD Deliveries (For Current Calendar Year)	5,986.3	28.4		
Tier 1 Current Month Deliveries	2,089.7			
Capacity Charge			8/15/2008	45.3

Volume AF	Amount Now Due
2,089.7	\$1,674,055.80

**INVOICE TOTAL**

Note: Amount Due is based on highlighted fields

JOHN -

MARLA'S ORIGINAL IS LOST IN THE PROCESS  
 CAN YOU PLEASE RE-SIGN & SHE WILL  
 ROUTE TO OTHERS AFTER  
 THANKS  
 KIMMEY

Approved For  
 Payment

Janelle  
 Ben Mon  
 7/13/11  
 ITEM 5B

Batch Number - 210165  
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
56741	07/26/11	17361	ACCURATE FIRST AID SERVICES	FIRST AID CABINET@HQ	PV	113625	001	00701	154.26	2832
56742	07/26/11	2317	ACORN NEWSPAPER	FIRST AID CABINET@OPNS BLDG Payment Amount DISPLAY ADS:06/09/11~ 06/30/11 DISPLAY ADS:06/09/11~ 06/30/11 DISPLAY ADS:06/09/11~ 06/30/11	PV	113638	001	00701	1,030.40	870105/063011
									277.91	
56743	07/26/11	3077	AIRGAS - WEST	6/11 CYLINDER RENTAL	PV	113678	001	00701	415.15	103819695
			Alt Payee 6658 AIRGAS - WEST P. O. BOX 7423 PASADENA CA 91109-7423						2,134.82	
56744	07/26/11	18442	JASON ANDERSON	REIMB-REPR DELFIELD FRIG 7/18	PV	113618	001	00701	210.00	06906
									415.15	
56745	07/26/11	12280	ARAMARK UNIFORM SERVICES	6/11 UNIFORMS-MATS & TWLS	PV	113693	001	00701	11.74	502-5984451
									210.00	
									67.37	
									61.08	
									115.27	
									16.38	

Batch Number - 210165  
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
				UNIFORMS-MATS & TWLS	PV	113695	002 00701	80.76	502-6021600
				UNIFORMS-MATS & TWLS	PV	113696	001 00701	70.66	502-6040178
				UNIFORMS-MATS & TWLS	PV	113696	002 00701	69.56	502-6040178
				UNIFORMS-MATS & TWLS	PV	113697	001 00701	21.01	502-6058662
				UNIFORMS-MATS & TWLS	PV	113697	002 00701	83.20	502-6058662
				UNIFORMS-MATS & TWLS	PV	113698	001 00701	29.20	502-5984457
				UNIFORMS-MATS & TWLS	PV	113698	002 00701	11.43	502-5984457
				UNIFORMS-MATS & TWLS	PV	113699	001 00701	3.91	502-6003065
				UNIFORMS-MATS & TWLS	PV	113699	002 00701	11.44	502-6003065
				UNIFORMS-MATS & TWLS	PV	113701	001 00701	31.52	502-6021606
				UNIFORMS-MATS & TWLS	PV	113701	002 00701	11.43	502-6021606
				UNIFORMS-MATS & TWLS	PV	113702	001 00701	6.23	502-6040184
				UNIFORMS-MATS & TWLS	PV	113702	002 00701	11.43	502-6040184



Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Item Nm	Key Co	Amount	Invoice Number
6/11				UNIFORMS-MATS & TWLS	PV	113703	001 00701	00701	31.52	502-6058668
6/11				UNIFORMS-MATS & TWLS	PV	113703	002 00701	00701	26.88	502-6058668
6/11				UNIFORMS-MATS & TWLS	PV	113704	001 00701	00701	310.13	502-5984453
6/11				UNIFORMS-MATS & TWLS	PV	113705	001 00701	00701	340.99	502-6003061
6/11				UNIFORMS-MATS & TWLS	PV	113706	001 00701	00701	288.36	502-6021602
6/11				UNIFORMS-MATS & TWLS	PV	113707	001 00701	00701	457.08	502-6040180
6/11				UNIFORMS-MATS & TWLS	PV	113708	001 00701	00701	301.83	502-6058664
6/11				UNIFORMS-MATS & TWLS	PV	113709	001 00701	00701	21.01	502-5984452
6/11				UNIFORMS-MATS & TWLS	PV	113709	002 00701	00701	27.44	502-5984452
6/11				UNIFORMS-MATS & TWLS	PV	113710	001 00701	00701	42.80	502-6003060
6/11				UNIFORMS-MATS & TWLS	PV	113710	002 00701	00701	27.56	502-6003060
6/11				UNIFORMS-MATS & TWLS	PV	113711	001 00701	00701	16.77	502-6021601
6/11				UNIFORMS-MATS & TWLS	PV	113711	002 00701	00701	27.44	502-6021601
6/11				UNIFORMS-MATS & TWLS	PV	113712	001 00701	00701	57.88	502-6040179

Batch Number - 210165  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				& TWLS							
				6/11 UNIFORMS-MATS	PV	113712	002	00701		27.56	502-6040179
				& TWLS							
				6/11 UNIFORMS-MATS	PV	113714	001	00701		27.96	502-6058663
				& TWLS							
				6/11 UNIFORMS-MATS	PV	113714	002	00701		27.44	502-6058663
				& TWLS							
				Payment Amount						2,774.27	
56746	07/26/11	9271	ARMORCAST PRODUCTS CO.	4X6 TORSION FRAME & COVERS	PV	113645	001	00701		12,422.60	0129470-IN
				Payment Amount						12,422.60	
56747	07/26/11	2869	AT&T	SRV	PV	113585	001	00101		680.20	0051/070511
				06/06-07/05/1							
				1							
				SRV	PV	113585	002	00101		76.78	0051/070511
				06/06-07/05/1							
				1							
				SRV	PV	113585	003	00101		871.68	0051/070511
				06/06-07/05/1							
				1							
				SRV	PV	113585	004	00101		3,100.72	0051/070511
				06/06-07/05/1							
				1							
				SRV	PV	113585	005	00101		31.06	0051/070511
				06/06-07/05/1							
				1							
				SRV	PV	113585	006	00101		794.47	0051/070511
				06/06-07/05/1							
				1							
				SRV	PV	113585	007	00101		594.36	0051/070511
				06/06-07/05/1							
				1							
				SRV	PV	113585	008	00101		1,204.50	0051/070511
				06/06-07/05/1							
				1							
				SRV	PV	113585	009	00101		388.02	0051/070511
				06/06-07/05/1							

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Payment Number	Date	Address Number	Name	Payment Stub Message	Document . . .		Key	Amount	Invoice Number
					Ty	Number			
1					PV	113585	010 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	011 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	012 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	013 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	014 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	015 00101	62.12	0051/070511
	06/06--07/05/1								
1					PV	113585	016 00101	31.15	0051/070511
	06/06--07/05/1								
1					PV	113585	017 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	018 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	019 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	020 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	021 00101	31.06	0051/070511
	06/06--07/05/1								
1					PV	113585	022 00101	31.11	0051/070511
	06/06--07/05/1								
1					PV	113585	023 00101	31.96	0051/070511
	06/06--07/05/1								

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Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document	Ty	Number	Key	Item	Co	Amount	Invoice Number
	06/06-07/05/1											
1												
SRV						PV	113585	024	00101		31.06	0051/070511
	06/06-07/05/1											
1												
SRV						PV	113585	025	00101		19.28	0051/070511
	06/06-07/05/1											
1												
SRV						PV	113585	026	00101		15.53	0051/070511
	06/06-07/05/1											
1												
SRV						PV	113585	027	00101		15.53	0051/070511
	06/06-07/05/1											
1												
SRV						PV	113413	001	00701		82.03	992789332X071 12011
	06/04-07/03/1											
1												
SRV						PV	113413	002	00701		110.31	992789332X071 12011
	06/04-07/03/1											
1												
SRV						PV	113413	003	00701		28.28	992789332X071 12011
	06/04-07/03/1											
1												
SRV						PV	113413	004	00701		501.88	992789332X071 12011
	06/04-07/03/1											
1												
SRV						PV	113413	005	00701		123.08	992789332X071 12011
	06/04-07/03/1											
1												
SRV						PV	113413	006	00701		56.56	992789332X071 12011
	06/04-07/03/1											
1												
SRV						PV	113413	007	00701		82.03	992789332X071 12011
	06/04-07/03/1											
1												
SRV						PV	113413	008	00701		28.28	992789332X071 12011
	06/04-07/03/1											
1												
SRV						PV	113413	009	00701		77.03	992789332X071 12011
	06/04-07/03/1											

56748 07/26/11

16253 AT&T MOBILITY

8,290.13

Batch Number - 210165  
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
1					PV	113413 010 00701		19.80	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 011 00701		8.48	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 012 00701		197.96	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 013 00701		171.96	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 014 00701		28.28	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 015 00701		200.04	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 016 00701		28.48	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 017 00701		28.28	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 018 00701		28.28	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 019 00701		28.28	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 020 00701		56.56	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 021 00701		65.77	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 022 00701		28.28	992789332X071 12011
	06/04-07/03/1								
1					PV	113413 023 00701		28.28	992789332X071 12011
	06/04-07/03/1								

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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
				06/04-07/03/1						12011
1										
SRV	06/04-07/03/1				PV	113413	024	00701	28.28	992789332X071
1										12011
SRV	06/04-07/03/1				PV	113413	025	00701	197.96	992789332X071
1										12011
				Payment Amount					2,234.45	
56749	07/26/11	7965	B&B PALLET CO.	125YD WOOD	PV	113641	001	00701	1,367.50	106843
				CHIPS 1"						
				125YD WOOD	PV	113642	001	00701	1,367.50	106844
				CHIPS 1"						
				125YD WOOD	PV	113643	001	00701	1,367.50	106845
				CHIPS 1"						
				125YD WOOD	PV	113644	001	00701	1,367.50	106846
				CHIPS 1"						
				Payment Amount					5,470.00	
56750	07/26/11	2425	BANK OF AMERICA	VISA	PV	113596	001	00701	21.93	2738/070711
				CHRG-OPNS						
				ADM-JUN'11						
				VISA	PV	113596	002	00701	370.31	2738/070711
				CHRG-OPNS						
				ADM-JUN'11						
				VISA	PV	113596	003	00701	96.38	2738/070711
				CHRG-OPNS						
				ADM-JUN'11						
				VISA	PV	113596	004	00701	86.97	2738/070711
				CHRG-OPNS						
				ADM-JUN'11						
				VISA	PV	113597	001	00701	57.48	2688/070711
				CHRG-FINANCE/						
				ADM-JUN'11						
				VISA	PV	113597	002	00701	46.55	2688/070711
				CHRG-FINANCE/						
				ADM-JUN'11						
				VISA	PV	113597	003	00701	303.81	2688/070711
				CHRG-FINANCE/						
				ADM-JUN'11						
				VISA	PV	113597	004	00701	192.00-	2688/070711
				CHRG-FINANCE/						

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Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Key	Key	Amount	Invoice Number
Number	Date	Number				Number	itm	Co			Number
				ADM-JUN'11							
				VISA	PV	113597	005	00701		294.05	2688/070711
				CHRG-FINANCE/							
				ADM-JUN'11							
				VISA	PV	113597	006	00701		105.71	2688/070711
				CHRG-FINANCE/							
				ADM-JUN'11							
				VISA	PV	113597	007	00701		345.00	2688/070711
				CHRG-FINANCE/							
				ADM-JUN'11							
				VISA	PV	113598	001	00701		2,257.26	8185/070711
				CHRG-FIN&ADM							
				#2-JUN'11							
				VISA	PV	113599	001	00701		425.00	6407/070711
				CHRG-J.BOWMAN							
				-JUN'11							
				VISA	PV	113600	001	00701		25.00	8392/070711
				CHRG-C.CASPAR							
				Y-JUN'11							
				VISA	PV	113601	001	00701		1,165.90	0921/070711
				CHRG-K.CONLIN							
				-JUN'11							
				VISA CHRG RES	PV	113602	001	00701		41.12	0848/070711
				CONS-JUN'11							
				VISA CHRG RES	PV	113602	002	00701		425.00	0848/070711
				CONS-JUN'11							
				VISA CHRG RES	PV	113602	003	00701		77.93	0848/070711
				CONS-JUN'11							
				VISA CHRG RES	PV	113602	004	00701		48.69	0848/070711
				CONS-JUN'11							
				VISA CHRG RES	PV	113602	005	00701		263.18	0848/070711
				CONS-JUN'11							
				VISA CHRG RES	PV	113602	006	00701		35.18	0848/070711
				CONS-JUN'11							
				VISA CHRG RES	PV	113602	007	00701		89.00	0848/070711
				CONS-JUN'11							
				VISA CHRG RES	PV	113602	008	00701		48.00	0848/070711
				CONS-JUN'11							
				VISA CHRG RES	PV	113602	009	00701		258.49	0848/070711
				CONS-JUN'11							
				VISA	PV	113603	001	00701		43.76	8418/070711

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm Co	Amount	Invoice Number
				CHRG-OPNS					
			DEPT-JUN'11		PV	113603	002 00701	482.53	8418/070711
			VISA						
			CHRG-OPNS						
			DEPT-JUN'11		PV	113604	001 00701	60.00	1302/070711
			VISA						
			CHRG-MAINT						
			DEPT-JUN'11		PV	113604	002 00701	235.02	1302/070711
			VISA						
			CHRG-MAINT						
			DEPT-JUN'11		PV	113604	003 00701	286.17	1302/070711
			VISA						
			CHRG-MAINT						
			DEPT-JUN'11		PV	113604	004 00701	255.16	1302/070711
			VISA						
			CHRG-MAINT						
			DEPT-JUN'11		PV	113605	001 00701	142.91	2083/070711
			VISA						
			CHRG-ENGR						
			DEPT1-JUN'11		PV	113606	001 00701	51.61	8243/070711
			VISA						
			CHRG-D.LIPPMA						
			N-JUN'11		PV	113607	001 00701	244.14	8384/070711
			VISA						
			CHRG-TAPIA						
			-JUN'11		PV	113608	001 00701	96.99	8136/070711
			VISA CHRG-WTR						
			DIST#1-JUN'11		PV	113608	002 00701	313.57	8136/070711
			VISA CHRG-WTR						
			DIST#1-JUN'11		PV	113608	003 00701	87.01	8136/070711
			VISA CHRG-WTR						
			DIST#1-JUN'11		PV	113609	001 00751	94.17	8102/070711
			VISA CHRG-WTR						
			DIST#2-JUN'11		PV	113609	002 00751	298.65	8102/070711
			VISA CHRG-WTR						
			DIST#2-JUN'11		PV	113609	003 00751	298.41	8102/070711
			VISA CHRG-WTR						
			DIST#2-JUN'11		PV	113609	004 00751	688.85	8102/070711
			VISA CHRG-WTR						
			DIST#2-JUN'11		PV	113610	001 00701	25.00	6305/070711
			VISA						



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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				CHRG-L.RENGER							
				-JUN'11							
				VISA	PV	113611	001	00701		632.33	5654/070711
				CHRG-G.PETERS							
				ON-JUN'11							
				VISA	PV	113612	001	00701		1,532.23	0711/070711
				CHRG-B.STEINH							
				ARDT-JUN'11							
				VISA CHRG-WLK	PV	113614	001	00101		1,378.14	7493/070711
				WTP1-JUN'11							
				Payment Amount						13,942.59	
56751	07/26/11	3074	CENTURY MAINTENANCE COMPANY	6/11 JANITORIAL SRV-BLDG 8	PV	113653	001	00701		3,860.00	25779
				6/11 JANITORIAL SRV-WLK	PV	113653	003	00701		140.00	25779
				6/11 JANITORIAL SRV-RLV	PV	113653	004	00701		1,450.00	25779
				Payment Amount						5,450.00	
56752	07/26/11	2533	CITY OF AGOURA HILLS	RAD CONTRIB EVENTS	PV	113617	001	00701		1,000.00	071311
				9/30--10/02							
				Payment Amount						1,000.00	
56753	07/26/11	6966	CS-AMSCO	BOTTOM BUFFER KIT FOR APCO	PV	113651	001	00701		5,827.73	5361
				24							
				FREIGHT	PV	113651	002	00701		95.73	5361
				4" BUTTERFLY VALVE	PV	113652	001	00701		482.85	5425
				FREIGHT	PV	113652	002	00701		15.66	5425
				Payment Amount						6,421.97	
56754	07/26/11	2590	DAILY NEWS	AD:5/30-6/6 RE:BIDS INVITATION	PV	113635	001	00701		636.40	S055568606A
				AD:5/30-6/6 RE:BIDS INVITATION	PV	113636	001	00701		636.40	S055579606A
				Payment Amount						1,272.80	
56755	07/26/11	8213	DATAMATIC,	08/11 MTR	PV	113654	001	00701		161.64	CA-0000021040

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Payment Number	Date	Address Number	Name	Payment Stub Message	Document Ty Number	Key itm Co	Amount	Invoice Number
			LTD.	READING				
			MAINT-AD/L					
			08/11 MTR		PV 113655	001 00701	191.70	CA-0000021023
			READING MAINT					
			Alt Payee 16479 ALLIED AFFILIATED FUNDING, LP C/O DATAMATIC, LTD. P. O. BOX 676649					
				Payment Amount			353.34	
56756	07/26/11	10124	DIEHL, EVANS & COMPANY, LLP	1ST INTERIM BILLING AUDIT	PV 113637	001 00701	6,000.00	1024795
				Payment Amount			6,000.00	
56757	07/26/11	18111	ELECSYS INTERNATIONAL CORPORATION	8/11 MAINT-6 RADIX HANDHELDS	PV 113658	001 00701	261.00	097249
				Payment Amount			261.00	
56758	07/26/11	14591	EMISSION COMPLIANT CONTROLS CORP.	INSTLD/CLND PACKED ELEMENTS	PV 113656	001 00701	3,975.00	PSO2008
				Payment Amount			3,975.00	
				6/23 SRV LABOR-CORNEL SITE	PV 113657	001 00701	1,680.00	PSO2006
			Alt Payee 15750 EMISSION COMPLIANT CONTROLS CORP. C/O PRE-BANC BUSINESS CREDIT, INC. P. O. BOX 16727					
				Payment Amount			5,655.00	
56759	07/26/11	18441	EMPLOYEE RELATIONS NETWORK	PRE-EMPLOYMEN T BACKGROUND	PV 113634	001 00701	77.75	56783
				Payment Amount			77.75	
56760	07/26/11	2654	FAMCON PIPE	3" APCO #147C.2 AIR VAC VALVE	PV 113659	001 00701	1,174.32	134754
				Payment Amount			77.75	
				Payment Amount			1,174.32	
56761	07/26/11	2658	FEDERAL EXPRESS CORP	PACKAGE DELIVERY 7/6 &7/12/11	PV 113616	001 00701	51.70	7-562-32519
				Payment Amount			51.70	
56762	07/26/11	15704	GARY FIELDS	REIMB	PV 113677	001 00701	179.82	072211
				Payment Amount			51.70	

ITEM CB

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
MLG-ESRI CONF									
	7/10-15			Payment Amount				179.82	
56763	07/26/11	15793	FILEMING ENVIRONMENTAL INC.	07/11 DOP SITE VISIT	PV	113624	001 00701	90.00	7166
Payment Amount									
56764	07/26/11	2672	FRUIT GROWERS LABORATORY, INC.	LAB ANALYSIS	PV	113663	001 00701	89.93	105842A
Payment Amount									
				LAB ANALYSIS	PV	113664	001 00701	19.80	105614A
				LAB ANALYSIS	PV	113665	001 00701	1,544.40	105265A
				LAB ANALYSIS	PV	113666	001 00701	297.00	105844A
				LAB ANALYSIS	PV	113667	001 00701	41.25	105861A
Payment Amount									
56765	07/26/11	6770	G.I. INDUSTRIES	7/11 DISP HQ & SHOP	PV	113679	001 00701	637.72	2552850-0283-8
				6/11 & 7/11 DISP-RLV FARM	PV	113680	001 00701	159.44	2552849-0283-0
				6/11 & 7/11 DISP-RLV	PV	113681	001 00701	159.44	2552848-0283-2
				7/11 DISP-WLK	PV	113682	001 00701	199.82	2318511-0283-1
				7/11 DISP-TAPIA	PV	113683	001 00701	364.16	2511121-0283-4
				7/11 DISP-TAPIA	PV	113684	001 00701	269.74	2511122-0283-2
				RAGS/GRIT	PV	113685	001 00701	884.22	2552773-0283-2
				6/16-27 10YD ROLLOFF-SHOP	PV	113686	001 00701	426.54	2510886-0283-2
				6/16-27 10YD ROLLOFF-TAPIA	PV	113686	001 00701		
Payment Amount									
				6/11 CNCRT	PV	113676	001 00301	2,084.00	21107029
				INSP-SEMINOLE P/S					
Payment Amount									

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Alt Payee 6771 G.I. INDUSTRIES  
P. O. BOX 541065  
LOS ANGELES CA 90054-1065

56766 07/26/11

2688 GEOLABS

2,084.00

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Item Co		
56767	07/26/11	2698	GOLDEN STATE ELEVATOR	7/11 ELEVATOR MAINT	PV	113660	001 00701	283.50	00768502
				Payment Amount				283.50	
56768	07/26/11	2701	GRAINGER, INC.	MISC INVENTORY ITEMS	PV	113629	001 00701	166.92	9577031934
				0-500 PSI DICKSON DATA LOGGER	PV	113661	001 00701	656.85	9572186121
			Alt Payee	5453 GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001					
56769	07/26/11	10981	GREGOR BOAT COMPANY	SQUARE SAFETY RAIL SET FOR	PV	113650	001 00701	1,566.92	11G103
				Payment Amount				823.77	
56770	07/26/11	15664	GRIFFITH AIR TOOL INC.	PNEUMATIC SAW & PUMP	PV	113662	001 00701	2,439.31	12603
				Payment Amount				1,566.92	
56771	07/26/11	4525	HARRINGTON INDUSTRIAL PLASTICS INC.	2" 24V ACTUATOR EA	PV	113668	001 00701	1,784.57	00577722
				FREIGHT	PV	113662	003 00701	95.20	12603
				Payment Amount				2,534.51	
			Alt Payee	7132 HARRINGTON INDUSTRIAL PLASTICS LLC P. O. BOX 5128 14480 YORBA AVENUE					
56772	07/26/11	2727	IDEXX LABORATORIES	COLILERT PRES/ABS,COMP	PV	113687	001 00701	874.71	252389867
				Payment Amount				1,784.57	
			Alt Payee	6447 IDEXX LABORATORIES P. O. BOX 101327 ATLANTA GA 30392-1327					
56773	07/26/11	2736	IRON MOUNTAIN RECORDS MANAGEMENT	7/11 OFF-SITE STORAGE	PV	113672	001 00701	536.83	DUN7130
				Payment Amount				891.63	
56774	07/26/11	3083	JCI JONES	SODIUM	PV	113659	001 00701	3,143.16	513231
				Payment Amount				536.83	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document	Key	Amount	Invoice Number		
					TY	Number	itm	Co		
			CHEMICALS, INC	HYPOCHLORITE-5065GAL	PV	113640	001	00701	3,046.90	514516
			SODIUM HYPOCHLORITE-5008GAL							
			Alt Payee	JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877						
56775	07/26/11	2746	JOHN LISEE PUMPS INC	REPLACEMENT PUMP	PV	113673	001	00701	23,312.76	82290
				Payment Amount					6,190.06	
56776	07/26/11	5230	KENNEDY/JENKS CONSULTANTS	PE 6/24/11	PV	113674	001	00701	587.10	57305
				1235' BK BONE IMPRV						
				PE 6/24/11	PV	113675	001	00701	7,008.80	57291
				ENG SRV-1235' BK BON						
				Payment Amount					7,595.90	
56777	07/26/11	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	RWPS	PV	113630	001	00701	134.30	2645/062911
				04/27-06/29						
				RWPS	PV	113631	001	00701	20.74	2646/062911
				04/27-06/29						
				HQ BLDG	PV	113632	001	00701	406.22	2652/062911
				04/27-06/29						
				BLDG7/RW SRV	PV	113633	001	00701	4.88	2655/062911
				04/27-06/29						
				Payment Amount					566.14	
56778	07/26/11	17411	OAKS DRAIN SERVICE	CLEARED ROOTS IN FLOOR DRAIN	PV	113595	001	00701	95.00	25771
				Payment Amount					95.00	
				3.5" ID X	PV	113713	001	00701	438.56	7792
				24" LONG 10 MICRON FREIGHT						
				Payment Amount					7.70	7792
				06/11	PV	113689	001	00701	271.00	1085863

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Item Co		
EXCHANGE SRV									
				07/11 14"	PV	113690	001 00701	90.63	1090362
				D.I. RENTAL					
				07/11 14"	PV	113691	001 00701	48.88	1090363
				D.I. RENTAL					
				07/11 8"	PV	113692	001 00701	21.20	1090514
				D.I. RENTAL					
				Payment Amount			431.71		
56781	07/26/11	17416	R-HELP	INSTALL	PV	113591	001 00301	14,520.00	13414
			CONSTRUCTION	METERS BOOKS					
			CO., INC	35-38					
				Payment Amount			14,520.00		
56782	07/26/11	9354	RM AUTOMATION	TI 807 SIGNAL	PV	113587	001 00701	276.04	00012361
				ISOLATOR					
				FREIGHT	PV	113587	002 00701	13.11	00012361
				CNTRL LOOP	PV	113669	001 00701	2,036.96	00012331
				ISOLATORS					
				FREIGHT	PV	113669	004 00701	15.72	00012331
				Payment Amount			2,341.83		
56783	07/26/11	3480	SIGN FACTORY	MOUNTING OF	PV	113648	001 00101	604.04	11540
				POSTER 7/30					
				EVENT					
				AGOURA RD	PV	113649	001 00101	2,491.92	11530
				CONST SIGNS					
				7/30					
				Payment Amount			3,095.96		
56784	07/26/11	2964	STATE BOARD	SALES/USE TAX	PV	113592	001 00701	43,749.46	97817885/0630
			OF	FOR 2ND QT11					11
			EQUALIZATION						
				SALES/USE TAX	PD	113593	001 00701	.46	97817885/
				FOR 2ND QT11					063011
				Payment Amount			43,749.00		
56785	07/26/11	4595	THE COPY	20 BLUE COMB	PV	113619	001 00701	236.69	1481868
			DEPARTMENT	CONTRACT DOCS					
				FREIGHT	PV	113619	002 00701	3.00	1481868
				COPIES OF	PV	113623	001 00701	258.83	1481846
				OPERATIONS					
				PLAN					
				FREIGHT	PV	113623	002 00701	3.00	1481846
				Payment Amount			501.52		
56786	07/26/11	9505	TIRE MAN	4 NEW TIRES	PV	113588	001 00701	928.74	2008243

ITEM 5B

Batch Number - 210165  
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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
			AGOURA	FOR VEH#836						
56787	07/26/11	17645	TORO ENTERPRISES INC.	EMERGENCY PIPELINE OFFSET	PV	113646	001	00701	41,674.62	6968
				Payment Amount					928.74	
56788	07/26/11	16271	USA MOBILITY WIRELESS, INC	SRV 07/09-08/10/11	PV	113688	001	00701	163.98	U0143084G
				SRV 07/09-08/10/11	PV	113688	002	00701	139.50	U0143084G
				SRV 07/09-08/10/11	PV	113688	003	00701	40.44	U0143084G
56789	07/26/11	16542	VISION INTERNET PROVIDERS, INC.	SRV 07/09-08/10/11	PV	113688	004	00701	40.44	U0143084G
				SRV 07/09-08/10/11	PV	113589	001	00701	200.00	20117
				Payment Amount					384.36	
56790	07/26/11	16625	VISTA FORD	CLAIM PMT-RODRIC WHITE/DMG VEH	PV	113615	001	00701	2,773.35	071211
				Payment Amount					200.00	
				Payment Amount					2,773.35	
				Total Amount of Payments Written					240,566.02	
				Total Number of Payments Written					50	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Ltm Co	Amount	Invoice Number
56791	07/28/11	18301	ROBERT ABAD	SURCHG CR. REFUND	PV	113414	001 00101	29.00	1140730
56792	07/28/11	18302	DENNIS ADOMAITIS	Payment Amount SURCHG CR. REFUND	PV	113415	001 00101	458.00	2190208
56793	07/28/11	18303	SAMMY AFLALO	Payment Amount SURCHG CR. REFUND	PV	113416	001 00101	593.00	370518
56794	07/28/11	18304	AGOURA OAKS LP	Payment Amount SURCHG CR. REFUND	PV	113417	001 00101	605.00	743070
56795	07/28/11	15464	MOHAMMAD AHMADI	Payment Amount SURCHG CR. REFUND	PV	113419	001 00101	239.00	753366
56796	07/28/11	17808	RINA ALIM	Payment Amount SURCHG CR. REFUND	PV	113420	001 00101	134.00	1150518
56797	07/28/11	9142	LEE APPELBY	Payment Amount SURCHG CR. REFUND	PV	113421	001 00101	17.18	1150175
56798	07/28/11	18305	JUDITH ARENSON	Payment Amount SURCHG CR. REFUND	PV	113422	001 00101	202.70	260246
56799	07/28/11	18306	CARLA ARMSTRONG	Payment Amount SURCHG CR. REFUND	PV	113423	001 00101	203.00	3071310
56800	07/28/11	18148	ATLANTIC & PACIFIC REAL ESTATE	Payment Amount SURCHG CR. REFUND	PV	113424	001 00101	242.00	810314-064421
56801	07/28/11	18307	EDMUND AUER	Payment Amount SURCHG CR. REFUND	PV	113425	001 00101	74.00	2150414
56802	07/28/11	9231	JAMES/DIANA BAES	Payment Amount SURCHG CR. REFUND	PV	113426	001 00101	67.34	470380
56803	07/28/11	18308	ROBERT BAKER	Payment Amount SURCHG CR. REFUND	PV	113427	001 00101	26.00	150128

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Payment Number	Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
56804	07/28/11	18309	LARRY/SUSAN BERGSTROM	Payment Amount SURCHG CR. REFUND	PV	113428	001 00101	26.00 152.00	451912
56805	07/28/11	9465	JONINE BIESMAN	Payment Amount SURCHG CR. REFUND	PV	113429	001 00101	152.00 137.00	860032-050937
56806	07/28/11	18310	TAMI BLAKE	Payment Amount SURCHG CR. REFUND	PV	113430	001 00101	137.00 8.00	660236
56807	07/28/11	18311	BOLLEA, LINDA	Payment Amount SURCHG CR. REFUND	PV	113431	001 00101	8.00 128.00	560181
56808	07/28/11	18312	ROBERT BORING	Payment Amount SURCHG CR. REFUND	PV	113432	001 00101	128.00 26.00	1100414
56809	07/28/11	18313	DANIEL BRAESE	Payment Amount SURCHG CR. REFUND	PV	113433	001 00101	26.00 23.00	260048
56810	07/28/11	18314	JOSHUA 'BRERETON	Payment Amount SURCHG CR. REFUND	PV	113434	001 00101	23.00 41.59	521116
56811	07/28/11	18315	JAMES BRIDGE	Payment Amount SURCHG CR. REFUND	PV	113435	001 00101	41.59 5.00	660130
56812	07/28/11	18316	WILLIAM/RENEE BRINKERHOFF	Payment Amount SURCHG CR. REFUND	PV	113436	001 00101	5.00 1,208.00	700364
56813	07/28/11	8476	MARILYN BROOKS	Payment Amount SURCHG CR. REFUND	PV	113437	001 00101	1,208.00 11.00	2130678
56814	07/28/11	18317	EDWARD J. BROSNAN	Payment Amount SURCHG CR. REFUND	PV	113438	001 00101	11.00 383.00	352460
56815	07/28/11	6288	DANIEL BUTLER	Payment Amount SURCHG CR. REFUND	PV	113439	001 00101	383.00 107.00	270180
56816	07/28/11	18323	WENDY CAMACHO	Payment Amount SURCHG CR. REFUND	PV	113440	001 00101	107.00 512.00	2190240
56817	07/28/11	18325	CAPITAL	Payment Amount SURCHG CR.	PV	113442	001 00101	512.00 278.00	350174

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Payment Number	Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
REFUND									
56818	07/28/11	18326	JASON CARDENAS	Payment Amount SURCHG CR.	PV	113443	001 00101	278.00	640194
REFUND									
56819	07/28/11	18327	BARI CARRELLI	Payment Amount SURCHG CR.	PV	113444	001 00101	206.00	1186228
REFUND									
56820	07/28/11	18328	ANTHONY CASTELLANO	Payment Amount SURCHG CR.	PV	113445	001 00101	53.00	1060548
REFUND									
56821	07/28/11	18324	RALPH CEGLAJ	Payment Amount SURCHG CR.	PV	113441	001 00101	8.00	720512
REFUND									
56822	07/28/11	18329	JAEWAN CHOI	Payment Amount SURCHG CR.	PV	113446	001 00101	726.03	200054
REFUND									
56823	07/28/11	18331	LEILA COLE	Payment Amount SURCHG CR.	PV	113447	001 00101	128.00	640088
REFUND									
56824	07/28/11	18166	JOAN CORLEY	Payment Amount SURCHG CR.	PV	113448	001 00101	8.00	2180274-06210
REFUND									
56825	07/28/11	18332	JEFFREY CRAFT	Payment Amount SURCHG CR.	PV	113449	001 00101	899.00	2
REFUND									
56826	07/28/11	18333	CONNIE DANIHELIS	Payment Amount SURCHG CR.	PV	113450	001 00101	782.00	370340
REFUND									
56827	07/28/11	18334	BERNADETTHAN Y DEMIAN	Payment Amount SURCHG CR.	PV	113451	001 00101	302.00	611500
REFUND									
56828	07/28/11	18335	SHARON DICKSON	Payment Amount SURCHG CR.	PV	113452	001 00101	110.00	150192
REFUND									
56829	07/28/11	18336	FRED DOUMANI	Payment Amount SURCHG CR.	PV	113453	001 00101	137.00	470750
REFUND									
56830	07/28/11	17547	BENNY DOUSTAN	Payment Amount SURCHG CR.	PV	113454	001 00101	8.00	2190140
REFUND									
Payment Amount									32.00
Payment Amount									32.00

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Ltr	Key Co	Amount	Invoice Number
56831	07/28/11	18337	BILL T. DUTRA	SURCHG CR. REFUND	PV	113455	001	00101	446.00	480336
				Payment Amount					446.00	
56832	07/28/11	18338	E P S FIELD SERVICE	SURCHG CR. REFUND	PV	113456	001	00101	20.00	250766
				Payment Amount					20.00	
56833	07/28/11	18339	EASTEND PROPERTIES INC.	SURCHG CR. REFUND	PV	113457	001	00101	23.00	670213
				Payment Amount					23.00	
56834	07/28/11	18362	HELLE EBBESEN	SURCHG CR. REFUND	PV	113458	001	00101	284.00	560151
				Payment Amount					284.00	
56835	07/28/11	18340	KRISTIE ELZINGA	SURCHG CR. REFUND	PV	113459	001	00101	164.00	600180
				Payment Amount					164.00	
56836	07/28/11	18341	OLEG ERIYEVICH	SURCHG CR. REFUND	PV	113460	001	00101	114.19	2160936
				Payment Amount					114.19	
56837	07/28/11	18342	LORI EVERETT	SURCHG CR. REFUND	PV	113461	001	00101	173.00	230192
				Payment Amount					173.00	
56838	07/28/11	18073	CHARLES FAGELSON	SURCHG CR. REFUND	PV	113462	001	00101	86.00	2110166-01889 3
				Payment Amount					86.00	
56839	07/28/11	18343	HILLARY FEDERMAN	SURCHG CR. REFUND	PV	113463	001	00101	260.00	2130426
				Payment Amount					260.00	
56840	07/28/11	18344	ALEXIS FERCANO	SURCHG CR. REFUND	PV	113464	001	00101	11.00	670171
				Payment Amount					11.00	
56841	07/28/11	18345	FIELD ASSET SERVICES INC.	SURCHG CR. REFUND	PV	113465	001	00101	92.00	500206
				Payment Amount					92.00	
56842	07/28/11	18346	DANA FINEMAN	SURCHG CR. REFUND	PV	113466	001	00101	71.00	1186244
				Payment Amount					71.00	
56843	07/28/11	18154	RICK FIORE	SURCHG CR. REFUND	PV	113467	001	00101	272.00	630484-058744
				Payment Amount					272.00	
56844	07/28/11	18347	ROBERT	SURCHG CR. REFUND	PV	113468	001	00101	755.38	1150892
				Payment Amount					755.38	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
56845	07/28/11	18348	FLAHERTY JASON	Payment Amount SURCHG CR.	PV	113469	001 00101	755.38 86.00	341564
56846	07/28/11	18349	FLASHBERG NOGI FOSTER	Payment Amount SURCHG CR.	PV	113470	001 00101	86.00 128.60	610345
56847	07/28/11	15883	KERRY FREIMANN	Payment Amount SURCHG CR.	PV	113471	001 00101	128.60 338.00	2200575
56848	07/28/11	16678	CAROL FRIEDMAN	Payment Amount SURCHG CR.	PV	113472	001 00101	338.00 161.00	2100165
56849	07/28/11	18350	G-7 REALTY INC.	Payment Amount SURCHG CR.	PV	113473	001 00101	161.00 377.00	720504
56850	07/28/11	18351	ISREAL GAMLIEL	Payment Amount SURCHG CR.	PV	113474	001 00101	377.00 419.00	2201050
56851	07/28/11	18352	GGMM PARTNERSHIP	Payment Amount SURCHG CR.	PV	113475	001 00101	419.00 8.00	452090
56852	07/28/11	18353	ZAHRA GHAMGOSAR	Payment Amount SURCHG CR.	PV	113476	001 00101	8.00 32.00	1100308
56853	07/28/11	18354	ANDREW/ANGELA GIRALDO	Payment Amount SURCHG CR.	PV	113477	001 00101	32.00 53.00	2191206
56854	07/28/11	18355	PAUL/TRACY GLASER	Payment Amount SURCHG CR.	PV	113478	001 00101	53.00 152.00	602875
56855	07/28/11	18357	SUSAN GREEN	Payment Amount SURCHG CR.	PV	113479	001 00101	152.00 5.00	521348
56856	07/28/11	18358	SANDY GUSTAFSON	Payment Amount SURCHG CR.	PV	113480	001 00101	5.00 77.00	510430
56857	07/28/11	18359	LILA HAGERTY	Payment Amount SURCHG CR.	PV	113481	001 00101	77.00 5.00	1186210
				Payment Amount				5.00	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itrn Co	Amount	Invoice Number
56858	07/28/11	18167	HO HAN	SURCHG CR. REFUND	PV	113482	001 00101	14.00	250772-030007
				Payment Amount				14.00	
56859	07/28/11	18360	RANDALL HARBERT	SURCHG CR. REFUND	PV	113483	001 00101	59.00	2190443
				Payment Amount				59.00	
56860	07/28/11	18361	TOM HARMAN	SURCHG CR. REFUND	PV	113484	001 00101	149.00	640154
				Payment Amount				149.00	
56861	07/28/11	18362	SHEENA HARROP	SURCHG CR. REFUND	PV	113485	001 00101	188.00	1150918
				Payment Amount				188.00	
56862	07/28/11	18133	GEORGE HEES	SURCHG CR. REFUND	PV	113486	001 00101	206.00	640112-056794
				Payment Amount				206.00	
56863	07/28/11	18363	ALLEGRIA J. HENDERSON	SURCHG CR. REFUND	PV	113487	001 00101	152.00	601600
				Payment Amount				152.00	
56864	07/28/11	18364	SARA HEVER	SURCHG CR. REFUND	PV	113488	001 00101	29.00	281002
				Payment Amount				29.00	
56865	07/28/11	18365	DAVID HEWLETT	SURCHG CR. REFUND	PV	113489	001 00101	17.00	1170216
				Payment Amount				17.00	
56866	07/28/11	18366	DARCIE HEYES	SURCHG CR. REFUND	PV	113490	001 00101	394.88	752765
				Payment Amount				394.88	
56867	07/28/11	18121	HARRI HOLLANDER	SURCHG CR. REFUND	PV	113491	001 00101	605.00	1150230-06234 6
				Payment Amount				605.00	
56868	07/28/11	18367	THEODORE HOWARD	SURCHG CR. REFUND	PV	113492	001 00101	26.00	780428
				Payment Amount				26.00	
56869	07/28/11	18368	JOAN JACKSON	SURCHG CR. REFUND	PV	113493	001 00101	131.00	270252
				Payment Amount				131.00	
56870	07/28/11	18369	DONNA JIVAGO	SURCHG CR. REFUND	PV	113494	001 00101	47.00	250454
				Payment Amount				47.00	
56871	07/28/11	18370	BRADY JOHNSON	SURCHG CR. REFUND	PV	113495	001 00101	5.61	500086
				Payment Amount				5.61	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itm Co	Amount	Invoice Number
56672	07/28/11	18371	CLARK JOHNSON	Payment Amount SURCHG CR. REFUND	PV	113496	001 00101	137.00	860282
56673	07/28/11	18241	DANIEL JONES	Payment Amount SURCHG CR. REFUND	PV	113497	001 00101	320.00	2201470
56674	07/28/11	18372	JOE JOSEPH	Payment Amount SURCHG CR. REFUND	PV	113498	001 00101	65.97	830224
56675	07/28/11	18373	KOURTANEY KARDASHIAN	Payment Amount SURCHG CR. REFUND	PV	113499	001 00101	731.00	180264
56676	07/28/11	18169	TYLER KELLY	Payment Amount SURCHG CR. REFUND	PV	113500	001 00101	23.00	372882-060549
56677	07/28/11	18101	JAZMINE KIVETT	Payment Amount SURCHG CR. REFUND	PV	113501	001 00101	350.00	200478-062196
56678	07/28/11	18374	LEONARD KOVNER	Payment Amount SURCHG CR. REFUND	PV	113502	001 00101	3.61	216040
56679	07/28/11	18375	LAUREN K SKIN CARE 1463	Payment Amount SURCHG CR. REFUND	PV	113503	001 00101	11.00	1090550
56680	07/28/11	18376	JASON LAVENDER	Payment Amount SURCHG CR. REFUND	PV	113504	001 00101	518.00	751925
56681	07/28/11	18377	GREG LAWSON	Payment Amount SURCHG CR. REFUND	PV	113505	001 00101	17.00	1100418
56682	07/28/11	18378	MIRIAM LEVENBERG	Payment Amount SURCHG CR. REFUND	PV	113506	001 00101	49.80	1010760
56683	07/28/11	18379	ENOLA LISBERG	Payment Amount SURCHG CR. REFUND	PV	113507	001 00101	149.00	1090368
56684	07/28/11	18380	BENNETT LISS	Payment Amount SURCHG CR. REFUND	PV	113508	001 00101	713.00	770104
56685	07/28/11	18381	CALUDIA/GUSTA	Payment Amount SURCHG CR.	PV	113509	001 00101	1,094.00	2200710

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key ltrn	Key Co	Amount	Invoice Number
			VO LOPEZ	REFUND						
56886	07/28/11	18382	CRAIG R. LOVELESS	Payment Amount SURCHG CR.	PV	113510	001	00101	1,094.00 20.00	341014
56887	07/28/11	18383	CLIFF LUCAS	Payment Amount SURCHG CR.	PV	113511	001	00101	20.00 473.00	270439
56888	07/28/11	18384	IRENE MACDONALD	Payment Amount SURCHG CR.	PV	113512	001	00101	473.00 1,586.00	480526
56889	07/28/11	18385	KELLY/GEORGE MACLEOD	Payment Amount SURCHG CR.	PV	113513	001	00101	1,586.00 23.00	1020142
56890	07/28/11	18386	ELLA MAGAL	Payment Amount SURCHG CR.	PV	113514	001	00101	23.00 368.00	601860
56891	07/28/11	18387	ANN MAUGER	Payment Amount SURCHG CR.	PV	113515	001	00101	368.00 47.00	640096
56892	07/28/11	18388	MORGAN MCELROY	Payment Amount SURCHG CR.	PV	113516	001	00101	47.00 404.00	260518
56893	07/28/11	18389	LORI MCGINLEY	Payment Amount SURCHG CR.	PV	113517	001	00101	404.00 59.00	1130538
56894	07/28/11	18390	JANE MOFFETT	Payment Amount SURCHG CR.	PV	113518	001	00101	59.00 185.00	540464
56895	07/28/11	18391	VITTORIO/AMELI SSA MUNGIGUERRA	Payment Amount SURCHG CR.	PV	113519	001	00101	185.00 254.00	560164
56896	07/28/11	18392	THOMAS NANCE	Payment Amount SURCHG CR.	PV	113520	001	00101	254.00 44.00	700055
56897	07/28/11	18393	DAVID NELSON	Payment Amount SURCHG CR.	PV	113521	001	00101	44.00 5.00	1186130
56898	07/28/11	18394	NORMA/SCOTT NIELSEN	Payment Amount SURCHG CR.	PV	113522	001	00101	5.00 122.00	1150140

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
56889	07/28/11	18395	NORTHGLEN CAPITAL LLC	Payment Amount SURCHG CR. REFUND	PV	113523	001 00101	122.00 227.00	750669
56900	07/28/11	18396	RYAN ORTMAN	Payment Amount SURCHG CR. REFUND	PV	113524	001 00101	14.00	810460
56901	07/28/11	18397	CHUNGWON PARK	Payment Amount SURCHG CR. REFUND	PV	113525	001 00101	14.00 18.59	2201075
56902	07/28/11	18398	YOUNG PARK	Payment Amount SURCHG CR. REFUND	PV	113526	001 00101	18.59 59.00	640394
56903	07/28/11	18399	YELENA PINCHUK	Payment Amount SURCHG CR. REFUND	PV	113527	001 00101	59.00 145.10	660253
56904	07/28/11	18400	ERIN POHL	Payment Amount SURCHG CR. REFUND	PV	113528	001 00101	145.10 1,370.00	1150260
56905	07/28/11	18401	ERIK PRESANT	Payment Amount SURCHG CR. REFUND	PV	113529	001 00101	1,370.00 131.00	740492
56906	07/28/11	18272	PROMENADE TRUST	Payment Amount SURCHG CR. REFUND	PV	113530	001 00101	131.00 1,700.00	170760
56907	07/28/11	6660	PRUDENTIAL CORPORATE SERVICES	Payment Amount SURCHG CR. REFUND	PV	113531	001 00101	1,700.00 50.00	770058
56908	07/28/11	18402	QUANTUM REALTORS	Payment Amount SURCHG CR. REFUND	PV	113532	001 00101	50.00 17.00	1020214
56909	07/28/11	18403	RANCH V HOLDINGS, LLC	Payment Amount SURCHG CR. REFUND	PV	113533	001 00101	17.00 53.00	347202
56910	07/28/11	16555	LEONARD RASHO	Payment Amount SURCHG CR. REFUND	PV	113534	001 00101	53.00 215.00	3021395-05907
56911	07/28/11	18404	MARLA REBIBO	Payment Amount SURCHG CR. REFUND	PV	113535	001 00101	215.00 206.00	260068



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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Itrn	Key Co	Amount	Invoice Number
56912	07/28/11	18091	RENATO THE FLORIST	SURCHG CR. REFUND	PV	113536	001	00101	8.00	740388-057224
				Payment Amount					8.00	
56913	07/28/11	18405	JENNA RIGGS	SURCHG CR. REFUND	PV	113537	001	00101	86.00	1010746
				Payment Amount					86.00	
56914	07/28/11	18406	KAREN M ROBBINS	SURCHG CR. REFUND	PV	113538	001	00101	103.78	2160558
				Payment Amount					103.78	
56915	07/28/11	18407	ELLIOT ROBERTS	SURCHG CR. REFUND	PV	113539	001	00101	191.00	160420
				Payment Amount					191.00	
56916	07/28/11	18408	SHARON ROSE	SURCHG CR. REFUND	PV	113540	001	00101	17.00	1100640
				Payment Amount					17.00	
56917	07/28/11	18409	SANDRA/CHARLE S ROSENBLATT	SURCHG CR. REFUND	PV	113541	001	00101	8.00	200345
				Payment Amount					8.00	
56918	07/28/11	18410	ROUND MEADOW INVESTMENT LLC 23W	SURCHG CR. REFUND	PV	113542	001	00101	296.00	754054
				Payment Amount					296.00	
56919	07/28/11	18411	SIMON RUBIN	SURCHG CR. REFUND	PV	113543	001	00101	98.00	2201230
				Payment Amount					98.00	
56920	07/28/11	18412	ELIZABETH SAHLEY	SURCHG CR. REFUND	PV	113544	001	00101	68.00	1110476
				Payment Amount					68.00	
56921	07/28/11	18170	DEBORAH SAKIN	SURCHG CR. REFUND	PV	113545	001	00101	89.00	230172-059292
				Payment Amount					89.00	
56922	07/28/11	18413	JEANINE SANANI	SURCHG CR. REFUND	PV	113546	001	00101	113.00	780440
				Payment Amount					113.00	
56923	07/28/11	18414	H. VINCENT SCHAUB JR.	SURCHG CR. REFUND	PV	113547	001	00101	365.00	480352
				Payment Amount					365.00	
56924	07/28/11	18415	MARGARET SCHIRESON	SURCHG CR. REFUND	PV	113548	001	00101	263.00	380806
				Payment Amount					263.00	
56925	07/28/11	18416	HEIKO SCHMIDT	SURCHG CR. REFUND	PV	113549	001	00101	2.00	510666
				Payment Amount					2.00	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key		Amount	Invoice Number
							Item	Co		
56926	07/28/11	18152	JASON SEHORN	Payment Amount SURCHG CR.	PV	113550	001	00101	2.00	190502-057098
				REFUND					1,214.00	
56927	07/28/11	18075	BEHROUZ SHAFIE	Payment Amount SURCHG CR.	PV	113551	001	00101	47.00	810452-012589
				REFUND					221.00	830134
56928	07/28/11	9500	MICHAEL SHERMAN	Payment Amount SURCHG CR.	PV	113552	001	00101	47.00	
				REFUND					221.00	530822
56929	07/28/11	18417	LISA SIBONI	Payment Amount SURCHG CR.	PV	113553	001	00101	29.00	
				REFUND					587.00	371500
56930	07/28/11	9147	DANIEL SMITH	Payment Amount SURCHG CR.	PV	113554	001	00101	29.00	
				REFUND					587.00	740611
56931	07/28/11	18418	STONERIVER FSC	Payment Amount SURCHG CR.	PV	113555	001	00101	278.00	
				REFUND					167.00	2170514
56932	07/28/11	18419	HARRY STRADLING	Payment Amount SURCHG CR.	PV	113556	001	00101	278.00	
				REFUND					44.00	370200
56933	07/28/11	18420	ALLISON TAYLOR	Payment Amount SURCHG CR.	PV	113557	001	00101	167.00	
				REFUND					44.00	2160422
56934	07/28/11	18421	JUDY TOBOR	Payment Amount SURCHG CR.	PV	113558	001	00101	44.00	
				REFUND					23.00	3012000
56935	07/28/11	15980	TOLL BROTHERS INC.	Payment Amount SURCHG CR.	PV	113559	001	00101	23.00	
				REFUND					7,259.00	660323
56936	07/28/11	18422	YVETTE TOUQUET	Payment Amount SURCHG CR.	PV	113560	001	00101	7,259.00	
				REFUND					95.00	500444
56937	07/28/11	18423	ALEXANDER TRAN	Payment Amount SURCHG CR.	PV	113561	001	00101	95.00	
				REFUND					269.00	530872
56938	07/28/11	18424	EKATERINA TULCHINSKY	Payment Amount SURCHG CR.	PV	113562	001	00101	269.00	
				REFUND					320.00	
				Payment Amount					320.00	

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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
56939	07/28/11	18124	RONALD TUTOR	SURCHG CR. REFUND	PV	113563	001	00101	272.00	170566
				SURCHG CR. REFUND		113564	001	00101	2,372.00	180422-000787
				SURCHG CR. REFUND		113565	001	00101	2,099.00	180424
				Payment Amount					4,743.00	
56940	07/28/11	18425	VANCOUVER FINANCIAL LTD	SURCHG CR. REFUND	PV	113566	001	00101	305.00	270362
				Payment Amount					305.00	
56941	07/28/11	18426	ALOYS VET	SURCHG CR. REFUND	PV	113567	001	00101	161.00	260426
				Payment Amount					161.00	
56942	07/28/11	18427	TOM VILAS	SURCHG CR. REFUND	PV	113568	001	00101	155.00	2130546
				Payment Amount					155.00	
56943	07/28/11	18428	LUCIO VOLPE	SURCHG CR. REFUND	PV	113569	001	00101	227.00	700306
				Payment Amount					227.00	
56944	07/28/11	18429	MARY WALBRIDGE	SURCHG CR. REFUND	PV	113570	001	00101	33.86	1080688
				Payment Amount					33.86	
56945	07/28/11	16989	CHERYL WALLENGREN	SURCHG CR. REFUND	PV	113571	001	00101	26.00	2130818
				Payment Amount					26.00	
56946	07/28/11	18430	SUSAN E. WATSON	SURCHG CR. REFUND	PV	113572	001	00101	20.00	2161032
				Payment Amount					20.00	
56947	07/28/11	18431	JAMES WEATHERSON	SURCHG CR. REFUND	PV	113573	001	00101	290.00	490794
				Payment Amount					290.00	
56948	07/28/11	18432	JEREMY WELFORD	SURCHG CR. REFUND	PV	113574	001	00101	71.00	2160830
				Payment Amount					71.00	
56949	07/28/11	18433	WESTERN VENTURES	SURCHG CR. REFUND	PV	113575	001	00101	785.00	354220
				Payment Amount					785.00	
56950	07/28/11	18434	ZANE WIDDES	SURCHG CR. REFUND	PV	113576	001	00101	1,937.00	753320
				Payment Amount					1,937.00	
56951	07/28/11	18435	JACK	SURCHG CR. REFUND	PV	113577	001	00101	83.00	800256
				Payment Amount					83.00	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key Item	Key Co	Amount	Invoice Number
56952	07/28/11	18436	WIGMANICH MARCELLUS WILEY	REFUND Payment Amount SURCHG CR.	PV	113578	001	00101	83.00 2,049.60	3020980
56953	07/28/11	9304	BARRY YAMRON	REFUND Payment Amount SURCHG CR.	PV	113579	001	00101	137.00	480608
56954	07/28/11	18437	MICKY YANNAY	REFUND Payment Amount SURCHG CR.	PV	113580	001	00101	137.00 191.00	2170202
56955	07/28/11	9764	SEUNG YOO	REFUND Payment Amount SURCHG CR.	PV	113581	001	00101	176.00	2161116
56956	07/28/11	18438	SOO YOON	REFUND Payment Amount SURCHG CR.	PV	113582	001	00101	176.00 83.00	810248
56957	07/28/11	18439	JACQUE YAUDIM	REFUND Payment Amount SURCHG CR.	PV	113583	001	00101	83.00 2.00	140130
56958	07/28/11	18096	MICHAEL ZACHARIA	REFUND Payment Amount SURCHG CR.	PV	113584	001	00101	2.00 212.00	700520-061146
Total Amount of Payments Written									52,419.81	
Total Number of Payments Written									168	

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Payment Number	Date	Name	Address Number	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
56959	08/02/11	AIRGAS - WEST	3077	MISC AIR CYLINDER PARTS	PV	113749	001	00701		344.60	103266280
Alt Payee 6658 AIRGAS - WEST P. O. BOX 7423 PASADENA CA 91109-7423											
56960	08/02/11	AMERICAN TELEBROKERS	15897	REPAIR EXISTING PHONE	PV	113748	001	00701		235.88	76515
Payment Amount 344.60											
56961	08/02/11	AT&T	2869	SRV 07/14-08/13/1	PV	113730	001	00701		31.05	4639/071411
Payment Amount 235.88											
56962	08/02/11	AT&T LONG DISTANCE	9631	SRV 07/14-08/13/1	PV	113731	001	00751		31.05	4860/071411
Payment Amount 62.10											
56963	08/02/11			SRV 06/05-07/04/1	PV	113732	001	00701		245.83	806368136/070411
56964	08/02/11			SRV 06/05-07/04/1	PV	113732	002	00701		4.80	806368136/070411
56965	08/02/11			SRV 06/05-07/04/1	PV	113732	003	00701		.01	806368136/070411
56966	08/02/11			SRV 06/05-07/04/1	PV	113732	004	00701		25.83	806368136/070411
56967	08/02/11			SRV 06/05-07/04/1	PV	113732	005	00701		2.77	806368136/070411
56968	08/02/11			SRV 06/05-07/04/1	PV	113732	006	00701		248.68	806368136/070411
56969	08/02/11			SRV 06/05-07/04/1	PV	113732	007	00701		16.91	806368136/070411
56970	08/02/11			SRV 06/05-07/04/1	PV	113732	008	00701		.41	806368136/070411

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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
				06/05--07/04/1						411
				1						
				SRV	PV	113732	009	00701	.19	806368136/070
				06/05--07/04/1						411
				1						
				SRV	PV	113732	010	00701	.17	806368136/070
				06/05--07/04/1						411
				1						
				SRV	PV	113732	011	00701	.14	806368136/070
				06/05--07/04/1						411
				1						
				Payment Amount					545.74	
56963	08/02/11	7965	B&B PALLET CO.	125YDS WOOD	PV	113750	001	00701	1,367.50	106847
				CHIPS 1"						
				125YDS WOOD	PV	113751	001	00701	1,367.50	106848
				CHIPS 1"						
				125YDS WOOD	PV	113752	001	00701	1,367.50	106849
				CHIPS 1"						
				125YDS WOOD	PV	113753	001	00701	1,367.50	107050
				CHIPS 1"						
				Payment Amount					5,470.00	
56964	08/02/11	2417	B&R TOOL & SUPPLY CO	WRENCH,GRINDE R,CHISEL	PV	113761	001	00701	451.09	1231311-0001-
				FREIGHT	PV	113761	004	00701	11.76	01
										1231311-0001-
										01
				Payment Amount					462.85	
56965	08/02/11	18443	CALABASAS CAR CARE	REPR,REPLC A/C, ETC #837	PV	113744	001	00701	1,018.09	1055058
				Payment Amount					1,018.09	
56966	08/02/11	18107	CAROLLO ENGINEERING, INC	6/11 PROCESS AIR	PV	113747	001	00701	12,318.27	0117160
				EVAL-TAPIA						
				Payment Amount					12,318.27	
56967	08/02/11	4586	CONSOLIDATED ELECTRICAL DISTRIBUTORS	RELAY,CIRCUIT BREAKER	PV	113755	001	00701	5,084.87	9009-642825
				CASH DISC. SHIPPING	PV	113755	006	00701	61.60-	9009-642825
				Payment Amount					5,023.27	
56968	08/02/11	12559	DATASTREAM BUSINESS	6/11 STANDBY AST	PV	113793	001	00701	615.00	14072

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
SOLUTIONS, INC.									
56969	08/02/11	2654	FAMCON PIPE	Payment Amount	PV	113815	001 00701	615.00	
				HYTROL 2" COVER, EPOXY INTERIO				1,872.50	134973
56970	08/02/11	2658	FEDERAL EXPRESS CORP	Payment Amount	PV	113743	001 00701	79.64	
				7/22 FEDEX DELIVERY (2)				1,872.50	7-570-20330
56971	08/02/11	16858	GENERAL PUMP COMPANY	Payment Amount	PV	113759	001 00701	79.64	
				VERTICAL MULTI STAGE BOOSTER				11,341.00	21647
56972	08/02/11	2688	GEOLABS	Payment Amount	PV	113765	001 00701	488.00	
				6/11 GEOTECH SRVS				11,341.00	21107043
56973	08/02/11	2690	GIBBS INTERNATIONAL TRUCKS	Payment Amount	PV	113817	001 00701	488.00	
				2012 WORKSTAR7400 DUMP TRUCK				97,715.59	10544
56974	08/02/11	17199	GOVERNMENT STAFFING SERVICES, INC.	Payment Amount	PV	113726	001 00701	1,812.72	
				P/E 07/10-07/17/1 1 S.GONZALEZ				97,715.59	3481
56975	08/02/11	15755	HD SUPPLY WATERWORKS, LTD.	Payment Amount	PV	113727	001 00701	1,035.84	
				P/E 07/10/11 S.SOUTEN				1,035.84	3484
				Payment Amount				2,848.56	
				PRESSURE REGULATOR, 1-1/4"				1,999.59	3197726
				Alt Payee 15948 HD SUPPLY WATERWORKS, LTD					
				FILE #56214					
				LOS ANGELES CA 90074-6214					
				Payment Amount				1,999.59	
56976	08/02/11	2727	IDEXX LABORATORIES	Payment Amount	PV	113762	001 00701	2,440.36	
				MEDIA,COMPARA TOR,BOTTLES SHIPPING				2,440.36	252537288
				Alt Payee 6447 IDEXX LABORATORIES					
				P. O. BOX 101327					

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
ATLANTA GA 30392-1327									
56977	08/02/11	16423	JANO GRAPHICS	Payment Amount 2011 CURRENT FLOW-#4	PV	113763	001 00701	2,543.05 2,474.65	42548
56978	08/02/11	3083	JCI JONES CHEMICALS, INC	Payment Amount SODIUM HYPOCHLORITE 12.5%-4994	PV	113766	001 00701	3,038.38	515420
				SODIUM HYPOCHLORITE- 4796GAL	PV	113838	001 00701	2,917.93	515919
Alt Payee JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877									
56979	08/02/11	2611	LA DWP	Payment Amount RECTIFIER 06/13-07/13	PV	113723	001 00101	5,956.31 36.20	10298/071311
				RECTIFIER 06/14-07/14	PV	113724	001 00101	32.18	09501/071411
				TWIN LAKES 06/13-07/13	PV	113725	001 00101	10,270.08	22930/071311
Payment Amount 10,338.46									
56980	08/02/11	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	BLDG#1 05/04-07/06/1 1	PV	113715	001 00101	188.71	2620/070611
				BLDG#8 05/04-07/06/1 1	PV	113716	001 00701	639.35	2647/070611
				FIRE PROTECTN#8 05/04-07/06	PV	113717	001 00701	15.00	2650/070611
				FIRE PROTECTN#7 05/04-07/06	PV	113718	001 00701	15.00	2654/070611
				BLDG#7 05/04-07/06/1 1	PV	113719	001 00701	811.71	2656/070611
				BLDG#2 05/04-07/06/1	PV	113720	001 00701	646.04	2658/070611



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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Key Item Co	Amount	Invoice Number
1									
			TAPIA PLINT		PV	113721	001 00751	586.31	1760/070611
			05/04-07/06						
			RLV PLINT		PV	113722	001 00751	703.29	2090/070611
			05/04-07/06/1						
1									
			Payment Amount					3,605.41	
56981	08/02/11	2789	LIEBERT CASSIDY WHITMORE	PROF SRV P/E 6/30 EE APPEAL	PV	113746	001 00701	8,803.15	134656
				Payment Amount				8,803.15	
56982	08/02/11	5698	MALIBU/LOST HILLS SHERIFF'S STATION	TRAFFIC ACCIDENT REPORT	PV	113811	001 00101	23.00	911-04469-224 5-472
				Payment Amount				23.00	
56983	08/02/11	8506	PADRE ASSOCIATES, INC.	07/03/10-07/0 1/11 CONSULT SRV	PV	113794	001 00101	750.00	2011-735
				Payment Amount				750.00	
56984	08/02/11	7745	PETTY CASH - CAROL PALMA	REPL PETTY CASH	PV	113816	001 00101	9.87	072011
				05/09-07/20/1					
1									
				REPL PETTY CASH	PV	113816	002 00101	13.00	072011
				05/09-07/20/1					
1									
				REPL PETTY CASH	PV	113816	003 00101	50.00	072011
				05/09-07/20/1					
1									
				REPL PETTY CASH	PV	113816	004 00101	15.35	072011
				05/09-07/20/1					
1									
				REPL PETTY CASH	PV	113816	005 00101	24.64	072011
				05/09-07/20/1					
1									
				REPL PETTY CASH	PV	113816	006 00101	38.86	072011

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	007 00101	20.84	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	008 00101	15.35	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	009 00101	20.11	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	010 00101	25.22	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	011 00101	8.77	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	012 00101	21.94	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	013 00101	7.67	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	014 00101	4.93	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	015 00101	16.22	072011
				CASH					
	05/09-07/20/1								
	1								
				REPL PETTY	PV	113816	016 00101	52.12	072011
				CASH					

Batch Number - 210487  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Name	Address Number	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				05/09-07/20/1							
				1							
				REPL PETTY	PV	113816	017	00101		9.87	072011
				CASH							
				05/09-07/20/1							
				1							
				REPL PETTY	PV	113816	018	00101		32.13	072011
				CASH							
				05/09-07/20/1							
				1							
				REPL PETTY	PV	113816	019	00101		50.88	072011
				CASH							
				05/09-07/20/1							
				1							
				REPL PETTY	PV	113816	020	00101		17.00	072011
				CASH							
				05/09-07/20/1							
				1							
				REPL PETTY	PV	113816	021	00101		5.88	072011
				CASH							
				05/09-07/20/1							
				1							
				REPL PETTY	PV	113816	022	00101		10.85	072011
				CASH							
				05/09-07/20/1							
				1							
				REPL PETTY	PV	113816	023	00101		15.00	072011
				CASH							
				05/09-07/20/1							
				1							
				Payment Amount						486.50	
				P/E	PV	113728	001	00701		550.80	12619501
				07/10/11-HAJI							
				ANIMARYAM							
				P/E	PV	113729	001	00701		1,027.60	12619500
				07/10/11-ORTE							
				Z & VOYLES							
				P/E	PV	113795	001	00701		657.90	12621683
				07/17/11-HAJI							
				ANIMARYAM							
				Payment Amount						2,236.30	

56985 08/02/11

17174 ROTH STAFFING  
COMPANIES, LP

ITEM 5B

Batch Number - 210487  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
56986	08/02/11	16132	V3	ADVANCE-OUTSO URCE DIST	PV	113813	001	00701		8,000.00	080211
				BILLS							
				Payment Amount						8,000.00	
56987	08/02/11	16064	WELLS FARGO FINANCIAL LEASING, INC.	SCNR&PRINTER/ PMT#49-AUG'11	PV	113734	001	00701		586.11	6765616763
				Payment Amount						586.11	
56988	08/02/11	9171	WESTLAKE LAKE MANAGEMENT	AD WLMA NEWSLETTER-SU MMER'11	PV	113733	001	00751		150.00	764
				Payment Amount						150.00	
				Total Amount of Payments Written						188,393.62	
				Total Number of Payments Written						30	

Batch Number - 210492  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key ltr	Key Co	Amount	Invoice Number
56988	08/09/11	16051	ACCURATE TELECOM INC.	7/6/11 SET UPx2195 AS CPE 420	PV	113820	001	00701	150.00	7991
56990	08/09/11	2317	ACORN NEWSPAPER	Payment Amount LEGAL AD-ORDNANCE	PV	113818	001	00701	24.00	M-0331
56991	08/09/11	16927	AGOURA AUTO SERVICE	Payment Amount VEHICLE MAINT#824	PV	113822	001	00701	2,103.87	3545
56992	08/09/11	5753	AMERICAN PUBLIC WORKS ASSOCIATION	Payment Amount 10/11-9/12 MEMB MUNDY&LIPPMAN	PV	113819	001	00701	258.00	134152/11-12
56993	08/09/11	5405	CALOLYMPIC SAFETY	Payment Amount MISC INVENTORY SAFETY PROD	PV	113834	001	00701	936.92	090003
56994	08/09/11	18330	HEATHER CHURCH	Payment Amount REF D O/P ON CLOSED A/C	PV	113827	001	00101	146.79	560606
56995	08/09/11	18356	GO WIRELESS	Payment Amount REF D O/P ON CLOSED A/C	PV	113828	001	00101	134.35	800116
56996	08/09/11	5402	INMAGIC, INC.	Payment Amount MAINT RENEWAL 9/1/11-8/31/11	PV	113825	001	00701	2,435.00	QTE0012710
56997	08/09/11	2610	LOS ANGELES COUNTY DEPT. OF PUBLIC WORKS	Payment Amount ENCRH PRMT-CLBS PIPELINES PRJ WORKS	PV	113821	001	00301	1,980.00	10419/ENCRH PRMT
56998	08/09/11	17295	MAILFINANCE	Payment Amount 08/23-09/22/11 LEASE PMT PSTG	PV	113735	001	00701	410.65	H2657958
56999	08/09/11	2814	MCMMASTER-CARR SUPPLY CO	Payment Amount HEAVY DUTY DOOR CLOSER FREIGHT CEILING	PV	113767	001	00701	222.99	90986024
					PV	113768	001	00701	6.32	90986024
					PV	113768	001	00701	126.16	90446040

Batch Number - 210492

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
				TILE/PANEL						
				BRACKET						
				CEILING	PV	113768	003	00701	6.50	90446040
				TILE/PANEL						
				BRACKET						
				FREIGHT	PV	113768	004	00701	18.23	90446040
				MISC WLK	PV	113771	001	00701	368.00	90195703
				MAINT SUPPL						
				FREIGHT	PV	113771	011	00701	5.42	90195703
				MISC	PV	113787	001	00701	221.00	89411289
				ELECTRICAL						
				SUPPL						
				FREIGHT	PV	113787	006	00701	10.64	89411289
				MISC TAPIA	PV	113831	001	00701	427.45	90524916
				MAINT SUPPL						
				FREIGHT	PV	113831	004	00701	10.63	90524916
			Alt Payee 3197 MC MASTER-CARR P. O. BOX 7690 CHICAGO IL 60680-7690							
				Payment Amount					1,423.34	
57000	08/09/11	18444	MOBILE BOAT SERVICE	ROUTINE SRV& REPR FOR RESV	PV	113775	001	00701	767.79	1458
				Payment Amount					767.79	
57001	08/09/11	2839	MOTION INDUSTRIES, INC.	HYDRAULIC HOSE	PV	113776	001	00701	322.67	CA22-540808
				HYD HOSE END (6)	PV	113808	001	00701	97.66	CA22-541153
			Alt Payee 10317 MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074							
				Payment Amount					420.33	
57002	08/09/11	2365	MSO TECHNOLOGIES	06/01-6/30/11 CONSULT SRV	PV	113789	001	00701	479.00	3649
				04/01-6/30/11 CONSULT SRV	PV	113790	001	00701	405.00	3593
				6/01-6/30/11 CONSULT SRV	PV	113839	001	00701	2,053.13	3651
				Payment Amount					2,937.13	
57003	08/09/11	8065	MWH AMERICAS,	05/28-07/01/11	PV	113788	001	00701	16,639.85	1407517

Batch Number - 210492  
Bank Account - 00146607 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
			INC	1 CONSULT SRV						
57004	08/09/11	17901	NADER NADERI	Payment Amount	PV	113780	001	00101	16,639.85	150124
				REFD O/P ON					122.91	
				CLOSED A/C						
57005	08/09/11	2842	NAPA AUTO PARTS	Payment Amount	PV	113805	001	00701	122.91	504327
				MISC AUTO					105.77	
				SUPPLIES						
57006	08/09/11	2846	NATIONAL PLANT SERVICES INC	Payment Amount	PV	113806	001	00701	105.77	10062
				LIFT STN					1,250.00	
				CLEANING ON						
				07/01/11						
57007	08/09/11	16754	NATURAL SURROUNDINGS	Payment Amount	PV	113832	001	00701	1,250.00	5240
				7/11 INTERIOR					235.00	
				PLANT MAINT						
57008	08/09/11	17279	NOREN PRODUCTS, INC	Payment Amount	PV	113756	001	00701	235.00	0078918-IN
				CABINET					1,407.23	
				COOLER AIR TO						
				WATER						
				FREIGHT					32.18	
57009	08/09/11	17329	ODYSSEY POWER	Payment Amount	PV	113756	002	00701	1,439.41	0078918-IN
				GENERATOR					5,842.50	30202
				SRV/4						
				LOCATIONS						
				GENERATOR					5,842.50	30202
				SRV/4						
				LOCATIONS						
				GENERATOR					235.07	30156
				REPAIR@PW/P/S						
				GENERATOR					502.00	30382
				REPR@PW/P/S						
				Payment Amount					12,422.07	
57010	08/09/11	2871	PACIFIC COAST BOLT	BOLT, 1/2" X 3", HEX HEAD	PV	113739	001	00701	308.86	342733-00
				316						
				FREIGHT					16.75	342733-00
				Payment Amount					325.61	
57011	08/09/11	8481	PORT SUPPLY	SOLARED POWERED	PV	113772	001	00701	274.69	9865590
				FREIGHT					8.27	9865590
				Payment Amount					282.96	
57012	08/09/11	18446	POWELL	REFD DEPOSIT	PV	113781	001	00101	1,338.75	9996657

ITEM 5

Batch Number - 210492  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
			CONSTRUCTORS	ON CLOSED A/C						
57013	08/09/11	17863	PREMIER INDUSTRIAL PAINTING CO.	INTEREST	PV	113782	001	00101	11.57	9996657/INT
				Payment Amount					1,350.32	
				PAINT	PV	113770	001	00701	880.00	R834
				TEMPORARY PIPING						
				Payment Amount					880.00	
57014	08/09/11	4568	PROFIT CONCEPTS	W/E 06/26/11 PROGRAMMING SRV	PV	113801	001	00701	1,237.50	13338
				W/E 07/10/11 PROGRAMMING SRV	PV	113802	001	00701	825.00	13338
				Payment Amount					2,062.50	
57015	08/09/11	18447	REAL HOME SERVICES & SOLUTIONS	REFD O/P ON CLOSED A/C	PV	113783	001	00101	220.37	160434
				Payment Amount					220.37	
57016	08/09/11	7906	S & H COMPUTER RESOURCES	LAYER 3 POE SWITCH	PV	113791	001	00701	7,463.00	7042
				Payment Amount					7,463.00	
57017	08/09/11	16170	SAM HILL & SONS, INC.	REFD DEPOSIT ON CLOSED A/C	PV	113778	001	00101	1,325.91	9997182
				INTEREST	PV	113779	001	00101	.75	9997182/INT
				Payment Amount					1,326.66	
57018	08/09/11	18448	SUSAN SCHEIMANN	REFD O/P ON CLOSED A/C	PV	113784	001	00101	50.00	580292
				Payment Amount					50.00	
57019	08/09/11	18449	RAY SESMA	REFD O/P ON CLOSED A/C	PV	113785	001	00101	45.30	690376
				Payment Amount					45.30	
57020	08/09/11	10182	SHAMROCK SUPPLY CO.	WRENCH, 6" ADJ & SOCKET-DEEP	PV	113740	001	00701	240.05	1583531
				Payment Amount					240.05	
57021	08/09/11	14593	SIEMENS INDUSTRY, INC	MICRO2000 ANALYZER PM KIT	PV	113792	001	00701	3,156.00	900246671
				Payment Amount					240.05	



Batch Number - 210492

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
DEPT AT 40136 P.O. BOX 120001										
57022	08/09/11	2948	SMITH PIPE & SUPPLY	Payment Amount MISC STORAGE ITEMS	PV	113741	001	00701	3,156.00 351.69	2298479
				LANDSCAPE MAINT@HQ	PV	113823	001	00701	81.11	2297491
				LANDSCAPE MAINT@HQ	PV	113824	001	00701	40.36	2298003
57023	08/09/11	18440	IVETTE SOLER	Payment Amount SPEAKING ENGAGEMENT	PV	113826	001	00101	473.16 600.00	LYMWD-01
				7/7/11						
57024	08/09/11	8645	SOUTHERN CALIFORNIA TROPHY COMPANY	Payment Amount 25 YR. SRV AWRD, HELGAGER,J	PV	113833	001	00701	600.00 224.99	070040-11
57025	08/09/11	4980	TERESA SPEAR	FREIGHT Payment Amount REFD O/P ON CLOSED A/C	PV	113833	002	00701	22.50 247.49	070040-11
57026	08/09/11	11557	SWANN & ASSOCIATES, INC.	Payment Amount 1,502.0 NON METALLIC CABLE	PV	113835	001	00701	61.41 489.38	9533392
57027	08/09/11	2977	TAFT ELECTRIC	FREIGHT Payment Amount REPAIRS CABLE & BREAKERS	PV	113835	002	00701	18.50 507.88	9533392
57028	08/09/11	18450	TEG/LVI ENVIRONMENTAL SERVICES INC.	Payment Amount REFD O/P ON CLOSED A/C	PV	113786	001	00101	9,721.63 1,189.92	20520 9997087
57029	08/09/11	3006	UNDERGROUND SERVICE ALERT	Payment Amount 6/11 NEW TICKETS	PV	113796	001	00701	1,189.92 277.50	620110390
57030	08/09/11	4587	VERTEX INC., W510248	Payment Amount PAYTOLL TAX Q SERIES	PV	113800	001	00701	277.50 3,186.38	4075605
				Payment Amount					3,186.38	

Batch Number - 210492  
 Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key lrm	Key Co	Amount	Invoice Number
57031	08/09/11	2436	VINCE BARNES AUTOMOTIVE	VEHICLE MAINT#814	PV	113829	001	00701	644.22	018519
				VEHICLE MAINT#817	PV	113830	001	00701	250.88	018537
				Payment Amount					895.10	
57032	08/09/11	2729	VULCAN MATERIALS CO.	7/14/11 HOT MIX ASPHALT	PV	113774	001	00701	510.46	481626
				Alt Payee						
			6457	VULCAN MATERIALS COMPANY FILE 55572 LOS ANGELES CA 90074-5572						
				Payment Amount					510.46	
57033	08/09/11	3035	VWR SCIENTIFIC	MISC LAB SUPPLIES	PV	113836	002	00701	1,716.35	46285671
				FREIGHT	PV	113836	008	00701	45.60	46285671
				ERLENMEYER FLASK, VACUUM 1 L	PV	113837	001	00701	689.17	46285676
				FREIGHT	PV	113837	002	00701	33.32	46285676
				Alt Payee						
			3216	VWR INTERNATIONAL, INC P. O. BOX 31001-1257 PASADENA CA 91110-1257						
				Payment Amount					2,484.44	
57034	08/09/11	3109	W. LITTEN	7/10-7/16/11 RANCHO	PV	113809	001	00701	5,728.00	0320155
				7/17-7/23/11 RANCHO	PV	113810	001	00701	4,851.85	0320156
				Payment Amount					10,579.85	
57035	08/09/11	3047	WESCO DISTRIBUTION, INC.	BULB, FLOURESCENT, 96" SGL PIN	PV	113742	001	00701	115.66	948294
				Alt Payee						
			6443	WESCO DISTRIBUTION, INC PO BOX 31001-0465 PASADENA CA 91110-0465						
				Payment Amount					115.66	
57036	08/09/11	3048	WEST COAST AIR CONDITIONING	REPR A/C UNIT@CORNELL P/S	PV	113797	001	00701	369.81	S33569
				REPR CNTRL RM UNIT@WLK 7/11 PRV	PV	113798	001	00701	122.00	S33657
					PV	113803	001	00701	349.65	S34073

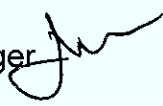
Batch Number - 210492

Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Document . . .	Key	Amount	Invoice Number
					Ty	Item	Co	
				MAINT@BLDG8;7				
				Payment Amount			841.46	
				Total Amount of Payments Written			95,438.29	
				Total Number of Payments Written			48	

August 1, 2011

To: Payroll

From: John Mundy, General Manager 

Subject: Per Diem Request  
July 2011

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

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

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

Name	Meeting Attendance	Rate	Total
Joseph Bowman	4	\$ 200.00	\$ 800.00
Charles Caspary	4	200.00	800.00
*Glen Peterson 7-LVMWD and 3-MWD	10	200.00	2,000.00
*Glen Peterson 1-LVMWD from June 27, 2011: ACWA HBA	1	200.00	200.00
Lee Renger	4	200.00	800.00
Barry Steinhardt	4	200.00	800.00

Thank you.

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

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

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

DATE: July 2011

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


FROM: Joseph M. Bowman  
LVMWD Director, Division 4 *HOLD TIL 7/30*

SUBJECT: **Meeting Attendance Per Diem Request**

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

Date	Description
<u>7/11</u>	<u>JPA MTC</u>
<u>12</u>	<u>LVMWD MTC</u>
<u>26</u>	"
<u>30</u>	"

(4)

(Signed)   
Joseph Bowman

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

DATE: July 2011

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

FROM: Charles Caspary  
LVMWD Director, Division 1

SUBJECT: **Meeting Attendance Per Diem Request**

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

Date	Description
7/11/2011	LV-TSD JPA - special Bd Mtg.
7/12/2011	LVPLWD - Reg. Bd Mtg.
7/26/2011	LVPLWD - Reg. Bd Mtg.
7/30/2011	Westlake Reservoir Tank Workshop
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(4)

(Signed) Charles Caspary  
Charles Caspary



Glen Peterson  
Las Virgenes Municipal Water District  
4232 Las Virgenes Road  
Calabasas, CA 91302

DATE: 7/29/11  
TO: Las Virgenes Municipal Water District  
FROM: Glen Peterson  
LVMWD Director, Division 2  
SUBJECT: Meeting Attendance Per Diem Request

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

Date	Description
<u>7</u>	<u>LV HBA Meeting w/ DR MATIAS</u>
<u>8</u>	<u>MO Northern Cal</u>
<u>11</u>	<u>MO/w Cynthia + LVVV + JPA TELECONFERENCE</u>
<u>12</u>	<u>MO/w Board Mtg</u>
<u>13</u>	<u>MO Colorado River Basin in Centrio</u>
<u>21</u>	<u>MO/w Board of Basin AcWA</u>
<u>24</u>	<u>MO/w Cynthia + Board</u>
<u>28-29</u>	<u>MO/w AcWA Basin Mtg</u>
<u>30</u>	<u>MO Tom Cervantes Serrano</u>

(Signed)

  
Glen Peterson

LVMWD = 7  
MWD = 3  
10

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

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

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

Date	Description
<u>1</u>	MWD/ACWA Council
<u>2</u>	MWD Jensen, Solis, Hooda & 10 Council
<u>10</u>	MWD Northern Council
<u>13</u>	MWD Council Mtg
<u>14</u>	MWD/IV BOARDS
<u>15</u>	MWD Colorado River Board
<u>16</u>	LV AWA
<u>21-22</u>	MWD Star into Day
<u>23</u>	MWD Board of Directors for Council Mtg Search
<u>28</u>	MWD/IV Council Mtg
<u>6</u>	LV JPA
<u>30</u>	MWD/ACWA Council
<u>9</u>	MWD/ACWA Council

LVMWD = 98 (Signed)  
MWD = 7  
14 15 per

  
Glen Peterson

ITEM 7A

16

27 LV ACWA HBA of



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

DATE: July 2011  
TO: Kimmey Conklin, Executive Assistant/Clerk of the Board  
FROM: Lee Renger  
LVMWD Director, Division 3  
SUBJECT: **Meeting Attendance Per Diem Request**

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

Date	Description
<u>7-11-11</u>	<u>JPA Board Mtg.</u>
<u>7-12-11</u>	<u>LVMWD " "</u>
<u>7-26-11</u>	<u>" " "</u>
<u>7-30-11</u>	<u>Backbone Workshop</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(4)

(Signed) Lee Renger  
Lee Renger

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

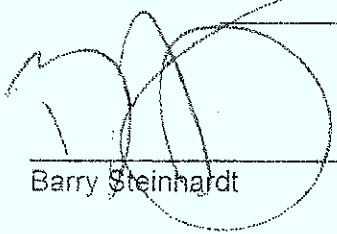
DATE: July 2011  
TO: Kimmey Conklin, Executive Assistant/Clerk of the Board  
FROM: Barry Steinhardt  
LVMWD Director, Division 5  
SUBJECT: Meeting Attendance Per Diem Request

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

Date	Description
7/11	JFA BOARD MEETING
7/12	LVMWD BOARD MEETING
7/26	LVMWD BOARD MEETING
7/30	LVMWD BACKBONE TANKSITE MEETING

4

(Signed)

  
\_\_\_\_\_  
Barry Steinhardt

ITEM 5C ✓



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

---

**Subject: Call for Bids - Ferric Chloride:** Approve the proposed bid schedule and the notice inviting sealed bids for the supply and delivery of ferric chloride.

---

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

**SUMMARY:**

Ferric chloride is used at Tapia to minimize the formation of hydrogen sulfide in raw sludge as it is pumped to the Rancho Las Virgenes Composting Facility. The JPA currently pays \$681.05 per dry ton of ferric chloride supplied and delivered by Miles Chemical through a contract which expires on 10/28/2011. The new contract period for ferric chloride is recommended to be for one-year with two one-year renewal options.

**FINANCIAL IMPACT:**

The estimated annual cost to the District for ferric chloride is \$90,000. Funds are available in the current budget and will be proposed in future budgets for this project.

**DISCUSSION:**

Bids will be requested according to the following schedule:

Board Authorization of Call for Bids - Tuesday, 08/09/2011  
First Newspaper Advertisement - Monday, 08/15/2011  
Second Newspaper Advertisement - Monday, 08/22/2011  
Bid Opening - Wednesday, 09/07/2011  
Award of Contract - Tuesday, 09/27/2011

The successful bidder will be awarded the contract based on a combination of pricing, reliability and customer service.

Prepared By: Brett Dingman, Water Reclamation Manager

**ATTACHMENTS:**

[Call for Bids](#)

**NOTICE INVITING SEALED PROPOSALS (BIDS)**

**FOR SUPPLY AND DELIVERY OF**

**FERRIC CHLORIDE**

**FOR**

**LAS VIRGENES MUNICIPAL WATER DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Directors of Las Virgenes Municipal Water District invites and will receive sealed proposals (bids) up to the hour of **2:00 P.M. on Wednesday, September 7, 2011**, for the supply and delivery of ferric chloride. Bids received after the time stated in the Call for Bids will not be accepted and will be returned, unopened, to the bidder. The time shall be determined by the time on the receptionist telephone console in our Headquarters lobby. Proposals will be publicly opened and read aloud at the office of the District, 4232 Las Virgenes Road, Calabasas, California. Said bids shall conform to and be responsive to the Specifications and Contract Documents for said work as heretofore approved by the District.

**Each bid must be on the District bid form and shall be sealed and filed with the secretary of the District at or before the time stated in this Notice.**

All terms and conditions contained in the Specifications and Contract Documents shall become part of the contract. The Board of Directors of Las Virgenes Municipal Water District reserves the right to reject any and all bids and to waive any and all irregularities in any bid. No bidder may withdraw his bid after the said time for bid openings until 60 days thereafter or until the District has made a final award to the successful bidder or has rejected all bids, whichever event first occurs.

The Board of Directors of the District reserves the right to select the schedule(s) under which the bids are to be compared and contract(s) awarded.

**BY ORDER OF THE BOARD OF DIRECTORS OF  
LAS VIRGENES MUNICIPAL WATER DISTRICT**

Dated \_\_\_\_\_

\_\_\_\_\_  
Charles P. Caspary  
Secretary of the Board  
LAS VIRGENES MUNICIPAL WATER DISTRICT



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

---

**Subject: ACWA Candidate Nominations: President and Vice President**

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**SUMMARY:**

On June 27, 2011, the General Manager received correspondence from the ACWA Nominating Committee requesting candidate nominations for the positions of President and Vice President for a 2-year term of office (2012/2013). If interested, a resolution of support from the Board of Directors is due to ACWA by September 1, 2011, along with the candidates resume highlighting their qualifications.

**RECOMMENDATION(S):**

The Board of Directors to determine nominations for the positions of President and Vice President, if any, and authorize execution of the associated resolution to be transmitted to ACWA no later than September 1, 2011.

**FINANCIAL IMPACT:**

None at this time, but there could be associated travel expenses if a Director is elected as the ACWA President or Vice President.

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

**ATTACHMENTS:**

[ACWA President/Vice President Nominees](#)



Association of California Water Agencies  
910 K Street, Suite 100,  
Sacramento, California 95814-3577  
916.441.4545 FAX 916.325.4849

Hall of the States  
400 N. Capitol St., N.W., Suite 357 South,  
Washington, D.C. 20001-1512  
202.434.4760 FAX 202.434.4763  
www.acwa.com

*Rec'd 06/27/11  
KE*

## MEMORANDUM

**DATE: JUNE 24, 2010**

**TO: ACWA REGULAR MEMBER PRESIDENTS AND  
GENERAL MANAGERS**

**FROM: ACWA NOMINATING COMMITTEE**

**SUBJECT: CALL FOR CANDIDATE NOMINATIONS**

ACWA's Nominating Committee is responsible for submitting a slate for President and Vice President to the general membership meeting during the Fall Conference.

**Nominations must be received in the ACWA office by September 1, 2011 to be considered by the committee.** Candidate interviews are slated for September 28.

The following criteria must be met for names to be considered:

- Only elected or appointed directors of member agencies shall be eligible for election to the officer positions.
- Nominations of qualified candidates are encouraged from all water districts.
- An official resolution of nomination from the agency on which the individual serves indicating the agency's support and signed by an authorized signatory (sample attached).
- Resume of the individual, highlighting qualifications for the position.

It is not necessary to have additional letters or resolutions of support from other agencies, but the Committee will review all materials received.

**Nominating Committee Memo**  
**June 24, 2010**  
**Page 2**

Some of the criteria outlined above come from a board policy that will also impact nominations from the floor. The policy reads: "All nominations received for the positions of ACWA President and Vice President shall be accompanied by a resolution of support from the ACWA member agency on whose board the nominee serves, and signed by an authorized signatory of the Board of Directors. This policy applies to nominations received in the ACWA office prior to elections, as well as to all nominations received from the floor at the general session during the floor nomination process."

**We also ask that regions not be approached for their support since some of the voting members of the Nominating Committee are the region chairs.**

We appreciate your interest and participation in this process to find the best-qualified individuals to serve in representing all members of ACWA. Thank you for your consideration of our request.

Members of the Nominating Committee are:

- Aldaron Laird                      Region 1
- Eric Larrabee                      Region 2
- Bob Dean                              Region 3
- Robert Nees                         Region 4
- Katy Foulkes                        Region 5
- Dave Orth                            Region 6
- Ann Mathews                        Region 7
- Gail Pringle                         Region 8
- Kathy Tiegs                         Region 9
- Merle Aleshire                      Region 10

Should you have any questions regarding this process, please contact Jan Jennings, Director of Administration at the ACWA Office (916) 441-4545.

Enclosure

## **BASIC INFORMATION FOR NOMINEES FOR ACWA OFFICERS**

### **PRESIDENT**

- ◆ Must be a director of member agency
- ◆ Term of office begins January 1 following election
- ◆ Term of office - 2 years
- ◆ Willingness and ability to represent ACWA at a variety of functions / events
- ◆ President unable to succeed him/herself in that office
- ◆ Presides at all Board meetings - 6 per year
- ◆ May call special Board meetings with proper notification
- ◆ Presides at all Executive Committee meetings - no set number; anywhere from 4 to 6
- ◆ Presides at all general membership meetings – potentially 2 per year
- ◆ Appoints, with board ratification, all committees, including the chairs
- ◆ Ex officio member of all committees, except Nominating Committee
- ◆ Agrees to support ACWA positions on issues of importance to the membership
- ◆ Determines with vice president how to handle attendance at region functions
- ◆ Budget is provided to cover expenses for official ACWA functions; spouse registration and meals are also covered for official ACWA functions
- ◆ Receives weekly packets from ACWA
- ◆ Business cards are provided by ACWA if desired
- ◆ Time commitment between board meetings and events limited to weekly phone reports from Executive Director regarding Association matters

### **VICE PRESIDENT**

- ◆ Must be a director of member agency
- ◆ Term of office begins January 1 following election
- ◆ Term of office - 2 years
- ◆ Willingness and ability to represent ACWA at a variety of functions / events
- ◆ Assumes all duties in absence of president
- ◆ Succeeds president for an unexpired term if vacancy occurs
- ◆ Serves on the ACWA Board and presides over Board meetings in the absence of the President
- ◆ Serves on the ACWA Executive Committee
- ◆ **ACWA/JPIA**
  - Serves on Executive Committee - meets approximately 10 times a year
  - Serves on Board - meets 2 times a year
  - ACWA/JPIA pays related expenses to attend their meetings
- ◆ Agrees to support ACWA position on issues of importance to the membership
- ◆ Determines with president how to handle attendance at region functions
- ◆ Budget is provided to cover expenses for official ACWA functions; spouse registration and meals are also covered for official ACWA functions
- ◆ Receives weekly packets from ACWA
- ◆ Business cards are provided by ACWA if desired



**Basic Information for Nominees for ACWA Officers (continued)**

- ◆ Time commitment between Board meetings and events limited to weekly phone calls with the President and Executive Director

**SAMPLE RESOLUTION FOR ACWA PRESIDENT OR VICE PRESIDENT  
POSITION**

RESOLUTION OF THE BOARD OF DIRECTORS OF

\_\_\_\_\_  
TO NOMINATE AND SUPPORT

\_\_\_\_\_  
AS A CANDIDATE FOR THE POSITION OF ACWA \_\_\_\_\_

WHEREAS, ACWA has announced that a nominating committee has been formed to develop a slate of candidates for the ACWA officers; and

WHEREAS, the individual who fills an officer position will need to have a working knowledge of water industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and

WHEREAS, \_\_\_\_\_ has served in a leadership role as a member of the \_\_\_\_\_ Board of Directors since \_\_\_\_\_; and

WHEREAS, **(list position held to demonstrate knowledge of water and leadership)**

WHEREAS,

WHEREAS,

WHEREAS, it is the opinion of the \_\_\_\_\_ Board of Directors that \_\_\_\_\_ possesses all of the qualities needed to fulfill the duties of the office of ACWA \_\_\_\_\_.

NOW, THEREFORE, BE IT RESOLVED, that the \_\_\_\_\_ Board of Directors does hereby nominate and support \_\_\_\_\_ as a candidate for the office of ACWA \_\_\_\_\_, pledging the District's support of his endeavors in fulfilling the duties of this office if elected.

PASSED AND ADOPTED at a regular meeting of the \_\_\_\_\_ Board of Directors held on \_\_\_\_\_, by the following vote:

AYE:	Directors
NO:	Directors
ABSENT:	Directors



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

---

**Subject: Administrative Services Coordinator**

---

**SUMMARY:**

Previously the Facilities & Operations Administrative Services Officer (ASO) coordinated budget, purchasing and some regulatory activities for the Facilities & Operations department and performed other complex tasks for the department. This position is now vacant because the incumbent retired. These duties still need to be performed and we are recommending that the position be filled with an Administrative Services Coordinator (ASC). The ASO was a Management position paid at E109 and it is recommended that the ASC be a Supervisor, Professional, Confidential position paid at M83, a 26% savings in salary. The M83 pay range is the same pay range as Tier I supervisors and the Financial Analyst, the ASC position is very similar to the Financial Analyst in scope and responsibility.

**RECOMMENDATION(S):**

Approve the job description for the Administrative Services Coordinator.

**FINANCIAL IMPACT:**

Filling the vacant Administrative Services Officer position with the Administrative Services Coordinator position will result in a 26% salary savings.

**DISCUSSION:**

The Facilities and Operations Department is the largest department in the District, responsible for operations, maintenance, engineering and planning of District and JPA facilities. The majority of the employees are a part of the department and the department generates most of the purchasing activities and budget expenditures. Previously the Facilities & Operations Administrative Services Officer (ASO) coordinated these activities and performed other complex tasks for the department. This position is now vacant because the incumbent retired. These duties still need to be performed and we are recommending that the position be filled with an Administrative Services Coordinator (ASC). The ASO was a management position paid at E109 and it is recommended that the ASC be a Supervisor, Professional, Confidential position paid at M83, a 26% savings in salary. The M83 pay range is the same pay range as Tier I supervisors and the Financial Analyst, the ASC position is very similar to the Financial Analyst in scope and responsibility.

Some of the essential duties of the ASC are: coordinate and prepare regulatory reports required by local, state and federal governments, coordinate and lead the development of the department budget, provide budget analysis and support, provide purchasing support, coordinate and manage utility (SCE, MWD, SoCal Gas) billing, develop reports and databases associated with operational and labor performance and metrics and coordinate the District's emergency response plan. The ASC is an important position to assure the department's spending and purchasing activities are done correctly and provide analysis of these types of activities to gain efficiencies.

Prepared By: David R. Lippman, Director of Facilities & Operations

**ATTACHMENTS:**

[ASC Position](#)

## JOB DESCRIPTION

<b>JOB TITLE</b>	Administrative Services Coordinator	<b>SUPERVISOR</b>	Director of Facilities and Operations
<b>DEPARTMENT</b>	Facilities & Operations	<b>CLASS GROUP</b>	SPC
<b>DIVISION</b>	N/A	<b>SALARY GRADE</b>	E83
<b>SECTION</b>	N/A	<b>FLSA STATUS</b>	Exempt

This job description is intended to describe the general nature and level of work being performed by people assigned to this job. The description is not intended to be an exhaustive list of responsibilities, duties and skills required for this position.

### Basic Job Summary

Under direction of the Director of Facilities and Operations, the Administrative Services Coordinator provides comprehensive administrative support including coordinating and participating in the analysis, development, and implementation of complex professional, managerial, administrative, operational, and analytical work activities. The Administrative Services Coordinator applies strong organizational and analytical skills and exercises discretion in interpreting District policies, guidelines, and procedures. Depending upon assignment, may be responsible for coordinating and providing technical supervision over the work of other professional, technical and clerical employees. Also provides analytical support for all divisions in the department and other departments.

**ESSENTIAL DUTIES**

**WEIGHT**

**DUTY 1**

**10**

Performs high-level staff work in the development of policies/procedures and preparation of special studies and reports.

**DUTY 5**

**10**

May direct the work activities of other staff within an assigned department; monitors and assures that work is progressing efficiently and on schedule; provides active support to staff.

**DUTY 2**

**10**

Plans, organizes and directs the production of work products and prepares complex analyses, projections, programmatic and/or operational reports, and recommendations.

**DUTY 4**

**10**

Plans, organizes and prepares or oversees preparation of reports mandated by Federal, State and local governments.

**DUTY 6**

**10**

Plans, organizes and coordinates activities with and provides assistance to other District staff, vendors, and consultants and outside contractors.

**DUTY 7**

**10**

Assists in establishing and maintaining departmental budgetary and purchasing controls as well as developing reports and evaluating programs or operational effectiveness of the assigned department.

**DUTY3**

**10**

Coordinates, oversees and leads the development of the department budget; works with divisions to prepare monthly budget analysis; reviews and ensures accuracy of budget data submitted.

**DUTY 8**

**10**

Oversees, reviews and coordinates utility (SCE, SoCal Gas, MWD, etc.) billing, rates and service.

**DUTY 9**

**10**

Develops and maintains reports and databases associated with operational and labor performance, metrics and data.

**DUTY 10**

**10**

Coordinates and maintains the district's Emergency Response Plan.

<b>Sum of Weights</b>
<b>100</b>

## **QUALIFICATIONS**

### **DEMONSTRATED KNOWLEDGE OF AND PERFORMANCE IN THE FOLLOWING AREAS:**

- ◄ Advanced principles and practices of management and organizational analysis including principles of personnel training and evaluation processes;
- ◄ General practices and operations used within water distribution, water treatment and wastewater treatment facilities;
- ◄ Principles and practices of utility operations and its administration;
- ◄ Advanced principles of financial administration, including public budgeting and reporting; local and state legislative processes;
- ◄ Methods of economical and statistical analysis;
- ◄ District and governmental financial reporting requirements;
- ◄ Applicable software applications.

### **ABILITY TO:**

- ◄ Direct and participate in advanced administrative and operational activities related to assigned work ;
- ◄ Coordinate assigned activities with department;
- ◄ Prepare programs and/or procedural/managerial/administrative recommendations;
- ◄ Interpret and apply policies, guidelines and procedures, related laws and reporting requirements;
- ◄ Organize work to meet deadlines; Develop recommendations and make decisions of considerable impact;
- ◄ Communicate effectively both orally and in writing.
- ◄ Present complex subject to a variety of audiences

### **PHYSICAL AND SENSORY REQUIREMENTS**

- ◄ Sufficient eyesight to read fine statistical reports and standard text and data on computer terminal screens;
- ◄ Ability to speak and hear at normal conversational levels in person and over the telephone;
- ◄ Manual dexterity to write legibly and to use calculator, computer terminal, and other general office machines;
- ◄ Ability to lift and carry up to approximately twenty-five pounds; reach, bend, or crouch to use files and records.
- ◄ Ability to travel to different sites and locations.

### **TRAINING AND EXPERIENCE GUIDELINES**

*Any combination of training and experience, which demonstrates attainment of the required knowledge and ability to perform the required work (with reasonable accommodation, if needed), typically:*

**EDUCATION:** Equivalent to a Bachelor's degree from an accredited college or university in public administration, business administration, financial administration, natural or biological sciences, engineering or closely related field. An advanced degree from an accredited institution in one of the above areas is highly desirable.

**EXPERIENCE:** Four (4) years of increasing complex administrative, analytical, and operational analysis/implementation experience is required with two (2) year preferred working for or in consultation to, an agency with water/wastewater functions.

**REQUIRED CERTIFICATIONS, LICENSES, AND REGISTRATIONS:** A valid California class C driver's license must be maintained at all times.



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

---

**Subject: Proposed Change in Authorized Positions**

---

**SUMMARY:**

The adopted budget for FY2011/12 includes elimination of eight positions, including the elimination of an Accounting Technician in the Finance and Administration Department. The position was considered for elimination when the incumbent retired in December, 2010, and a temporary employee from a personnel agency was hired until a final determination of the level of skills needed could be made.

In July 2011, our Senior Accounts Payable Clerk announced her retirement. Since all positions are reviewed when they become vacant, the Accounting Manager reviewed the workload of the division and determined that the interests of the District could best be served by reestablishing the Accounting Technician and eliminating the Senior Accounts Payable Clerk. The proposed new Accounting Technician position will perform both the general accounting duties as well as process invoices. The new position will also be cross-training and back up the current Accounting Technician-Payroll position.

Approval of this change in positions will generate \$33,497 budget savings for the District for FY2011/12, which is the difference between the salary and benefits for the Senior Accounts Payable Clerk plus the budget for temporary part-time work compared to the proposed Accounting Technician position salary and wages at the control point.

The General Manager has reviewed this recommended change and concurs.

**RECOMMENDATION(S):**

Increase the number of authorized Accounting Technicians positions in the Finance and Administration Department by one FTE, and Eliminate the Senior Accounts Payable Clerk position in the Finance and Administration Department.

**DISCUSSION:**

A copy of the request for the change in position submitted to the General Manager is attached to this report.

Prepared By: Sandra Hicks, Director of Finance and Administration

**ATTACHMENTS:**

[Requisition-Accounting Technician](#)





July 21, 2011

*Approved  
General Manager  
7/22/11*

TO: General Manager  
FROM: Finance and Administration

**Subject Requisition of Accounting Technician Position**

**SUMMARY**

With the pending retirement of Kathleen Blumenfeld, Senior Account Clerk on August 5, 2011, the Finance and Accounting section will have a vacant position. Currently there is also a temporary part-time employee working in the section to fill the gap of work needed to be done after Paula Wertenberger, Accounting Technician retired from the District in December 2010. We propose to combine these two positions and recruit one full-time Accounting Technician position.

A Senior Account Clerk performs a variety of accounting clerical duties related to processing and payment of invoices and payroll. The prior Accounting Technician performed a variety of general accounting duties such as reconciling daily cash balance, monthly bank statements and customer billings as well as recording investment revenues. The proposed new Accounting Technician position will perform both the general accounting duties as well as processing invoices. This new position will also be cross-trained and back-up with the current Accounting Technician-Payroll position.

We have considered the impact of this position change to our internal control requirements. Some work procedural changes will need to occur so that the separation of duties of conflicting nature can be achieved, for example, the vouchering of the accounts payable will be primarily performed by Mai Nguyen, Account Clerk II while the matching of the purchase order, receiving document and invoices can be performed by the new Accounting Technician.

This combined new position will also generate \$33,497 cost savings for the District for FY11-12. The total compensation budget including salaries, benefits and taxes for the Senior Account Clerk for FY11-12 is \$99,296 (with the base salary of \$59,538), and the budget for temporary part-time work is \$45,000, for a combined cost of \$144,296. The proposed Accounting Technician position will cost \$110,799 in total compensation (with the base salary of \$63,831) at the control point, therefore, generating a minimum cost savings of \$33,497.

Violet Liou, Finance Manager prepared this report.

*Sandra Hicks*                      *7-21-2011*  
Sandra Hicks                      Date  
Director, Finance and Administration



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

---

**Subject: Backbone Improvement Program: 5-Million Gallon Tank Discussion**

---

**SUMMARY:**

On July 30, 2011 a public workshop was held to receive public comments on the proposed 5-million gallon tank to be constructed at the Las Virgenes Reservoir. Tentatively an action item is scheduled for the August 23, 2011 board meeting to select either site A or C. Staff would like to have feedback from the board about the workshop and public comments before the August 23, 2011 meeting.

**RECOMMENDATION(S):**

Provide staff feedback about the Backbone Improvement Program 5 - Million Gallon Tank workshop held July 30, 2011.

**FINANCIAL IMPACT:**

None

Prepared By: David Lippman



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

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**Subject: Claim: Agoura Hills Texaco Station**

---

**SUMMARY:**

On July 12, 2011, the District received a claim concerning the Agoura Hills Texaco Station. The claim alleges damages caused when a new AMR meter was installed on April 14 and the District's contractor failed to set the correct pressure. The claimant believes that the low pressure caused the toilet at the station to continually run and eventually overflow. Damages are for fixing the toilet and the excessive water use.

Staff has reviewed the claim and determined that the malfunction occurred in the plumbing on the customer's side of the meter. Although records show that the District got a service call on April 20 and subsequently found and reset the angle stop as the meter was not fully on, staff did not believe that the low water pressure could have caused the leakage through the toilet.

Staff recommends that the Board deny the claim, as the leak took place on the customer's side of the meter.

**RECOMMENDATION(S):**

Deny the claim for the Agoura Hills Texaco Station.

Prepared By: Sandra Hicks, Director of Finance and Administration

**ATTACHMENTS:**

[Agoura Hills Texaco Claim](#)



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

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

Name of claimant: AGOURA HILLS TEXACO

Address/location of accident or occurrence:



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

the same

Telephone numbers: Home ( ) \_\_\_\_\_; Work

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

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

04-12-11

2. Where did the damage or injury occur?

at 5226 Palo Comado

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

at phiof of meter replacement

4. What damage or injuries do you claim?

they for got to put back the righ precher  
of more than 10 days when the customer flashing the town  
would not stoped and lost a lot of water and beside I have  
to higher a plumber

5. If this claim is for damage to property, are you the legal owner of said property?  
Yes  No . If not, please list name and address of property owner.

6. What is the name or names of the District employee or employees causing the injury, damage or loss, if known?

The meter replacement

7. If District employees were involved in causing the damage or injury, do you believe there was a particular act or omission on the part of the employees that caused it?

they forgot to put in right pressure

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

\$298.00

part of this bill is for wasting water

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

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

H. J. [Signature]  
Signature of Claimant or Person Acting on Claimant's Behalf

07-01-11  
Date

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

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

Date Received: 07/12/11 Time: 7:10 pm Recorded by: K. Conklin



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

---

**Subject: Claim: Meadowridge Homeowners Association**

---

**SUMMARY:**

On July 15, 2011, the District received a claim from the Meadowridge Homeowners Association for water damage to property at 29105 Thousand Oaks Boulevard, Agoura Hills. The claimant alleges that damage was caused on June 7, 2001 at 8:30 p.m. when a broken fire hydrant under the common area driveway flooded the interior of one of the homes. Claimant believes that the rupture was caused by a hole in the underground water line. Claimant asks for damages of \$13,337.05 for damage to drain lines and interior damage to a unit within the association including damaged flooring and drywall.

District staff responded to the call concerning the water main break in a timely manner and shut off the water to the buildings. Staff noted the damage to the property and took pictures for our records. The cause of the damage was attributed to high velocity water exiting a broken water service connection on the water main. The high velocity water from the broken service line eroded the water main and also caused subsequent erosion damage to a portion of the patio drain piping.

Staff reviewed the invoices submitted by Mr. K. L. Roberts of Summus Association Management and found them in order.

District Counsel has reviewed the claim and opined that "the District is not liable in all cases for damages caused by pipeline breaks. Dangerous and defective condition liability requires the District to have notice and opportunity to cure before it incurs liability for pipeline breaks." In this situation, the District had no knowledge of a potential leak and, when notified of the break, responded in a timely manner.

Based upon Counsel's opinion, staff recommends that the claim be denied.

**RECOMMENDATION(S):**

Deny the claim from Meadowridge Homeowners Association for \$13,337.05.

Prepared By: Sandra Hicks, Director of Finance and Administration

**ATTACHMENTS:**

[Meadowridge HOA Claim](#)

SUMMUS ASSOCIATION MANAGEMENT  
Providing Quality Management to Discriminating Associations



K.L. "SKIP" ROBERTS, PCAM®

3547 Old Conejo Road, Suite 103  
Newbury Park, California 91320

Phone (805) 498-8859  
Fax (805) 480-4818

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

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

Name of claimant:

MEADOWRIDGE HOMEOWNERS ASSOCIATION

Address/location of accident or occurrence:



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



Telephone numbers: Home ( ) ; Work



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

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

JUNE 7, 2011 8:30 PM

2. Where did the damage or injury occur?

COMMON AREA DRIVEWAY  
INTERIOR 29105-J FLOODED

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

BROKEN FIRE HYDRANT UNDERGROUND LINE

4. What damage or injuries do you claim?

- REPAIR DAMAGED DRAIN LINES
- INTERIOR FLOODING TO 29105-J
- FLOORING, DRYWALL, FURNITURE

5. If this claim is for damage to property, are you the legal owner of said property?  
 Yes  No . If not, please list name and address of property owner.  
 MEADOWRIDGE HOA FOR INTERIOR  
 DOROTHY CURTIS OWNER OF 29105-J FOR  
 FURNITURE
6. What is the name or names of the District employee or employees causing the injury, damage or loss, if known?
7. If District employees were involved in causing the damage or injury, do you believe there was a particular act or omission on the part of the employees that caused it? *No*  
 HOLE IN LINE, UNDERGROUND, GRADUAL WEAR
8. What is the amount of claim to date – actual? (Bills verifying such amounts may be required)  
 \$ 13,337.05 SEE ATTACHED
9. What is the amount of claim to completion date? (Estimates verifying such amounts may be required. Three (3) estimates are recommended.)  
 DOROTHY CURTIS PENDING FURNITURE, FLOORING
9. Other details? (Names, addresses of witnesses, doctors and hospitals)

Kenneth R Roberts  
 Signature of Claimant or Person Acting on Claimant's Behalf  
 FOR MEADOWRIDGE HOA

7/14/2011  
 Date

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

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

Date Received: 07/15/11 Time: 11:13 am Recorded by: K Bonklin



**MEADOWRIDGE HOMEOWNERS ASSOCIATION CLAIM**

**DATE OF OCCURRENCE    JUNE 7, 2011**

<b><u>COMPANY</u></b>	<b><u>SERVICE PROVIDED</u></b>	<b><u>AMOUNT</u></b>
ServePro of Canoga Park	Interior drying, 24" drywall removal	\$893.30
Lloyds Plumbing	Call out to inspect damaged drain line In fire hydrant trench line.	\$240.00
Williams Bros Plumbing	Repair 8" drain line	\$2,354.50
Farmers Insurance	21 page insurance adjustor estimate For interior repairs, drywall, paint, some Adjusted value for flooring.	\$9,844.25
	<b>Total</b>	<b>\$13,332.05</b>

William Brothers Plumbing completed drain line repairs in the utility trench.

Las Virgenes Municipal Water District completed asphalt repairs to the driveway.

Meadowridge HOA completed interior repairs to drywall and paint . We are waiting for invoices from JC Construction Company to pay for interior repairs.

Dorothy Curtis has an open claim with State Farm for interior damage for flooring and furniture. This claim amount is unknown to us.

**Servpro of Canoga Park / West Hills**

Servpro of Agoura / Hidden Hills / Calabasas  
6433 Topanga Cyn. Blvd #597 Canoga Park, CA 91303  
Canoga (818) 998-1500 Agoura (818) 991-6292  
Fax (818) 998-8625  
Email: Servpro8424@yahoo.com

Client: [REDACTED]  
Property: [REDACTED]

Home: [REDACTED]

Operator Info:  
Operator: MIKE

Estimator: Lahren, Joe

Business: [REDACTED]

Business: 6433 Topanga Cyn Blvd #597  
Canoga Park, CA 91303

Type of Estimate: Water Damage  
Date Entered: 6/23/2011 Date Assigned:  
Date Est. Completed: Date Job Completed: 6/20/2011

Price List: CALA7X\_DEC10  
Restoration/Service/Remodel  
Estimate: CURTIS\_DOROTHY

MEADOWRIDGE HOA Thousand Oaks, CA 91360

Servpro of Canoga park  
5080 Repairs/Maintenance Total: 5086 [REDACTED] 7/5/2011 3184  
898.30

First Bnk ckg [REDACTED]

898.30

MSF5001-1

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-786-4222

**Servpro of Canoga Park / West Hills**

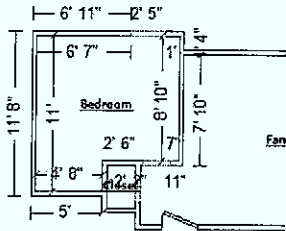
Servpro of Agoura / Hidden Hills / Calabasas  
 6433 Topanga Cyn. Blvd #597 Canoga Park, CA 91303  
 Canoga (818) 998-1500 Agoura (818) 991-6292  
 Fax (818) 998-8625  
 Email: Servpro8424@yahoo.com

**CURTIS\_DOROTHY**

**Main Level**

**Main Level**

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
1. Emergency service call - after business hours	1.00 EA	0.00	215.48	215.48
2. Equipment setup, take down, and monitoring (hourly charge)	1.50 HR	0.00	51.30	76.95
4. Haul debris - per pickup truck load - including dump fees	1.00 EA	119.14	0.00	119.14
<b>Total: Main Level</b>				<b>411.57</b>



**Bedroom**

**Height: 8'**

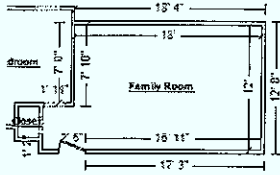
307.35 SF Walls	98.62 SF Ceiling
405.97 SF Walls & Ceiling	98.62 SF Floor
10.96 SY Flooring	37.70 LF Floor Perimeter
42.03 LF Ceil. Perimeter	

Missing Wall: 1 - 1' 11 3/16" X 6' 8" Opens into FAMILY Goes to Floor  
 Missing Wall: 1 - 2' 4 13/16" X 6' 8" Opens into Exterior Goes to Floor

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
5. Air mover (per 24 hour period) - No monitoring 1 fan for 2 days	2.00 EA	0.00	26.67	53.34
<b>Totals: Bedroom</b>				<b>53.34</b>

**Servpro of Canoga Park / West Hills**

Servpro of Agoura / Hidden Hills / Calabasas  
 6433 Topanga Cyn. Blvd #597 Canoga Park, CA 91303  
 Canoga (818) 998-1500 Agoura (818) 991-6292  
 Fax (818) 998-8625  
 Email: Servpro8424@yahoo.com



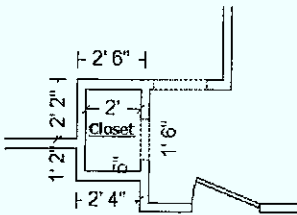
**Family Room**

**Height: 8'**

505.12 SF Walls	228.50 SF Ceiling
733.62 SF Walls & Ceiling	228.50 SF Floor
25.39 SY Flooring	62.57 LF Floor Perimeter
66.00 LF Ceil. Perimeter	

Missing Wall: 1 - 1' 6" X 6' 8" Opens into CLOSET Goes to Floor  
 Missing Wall: 1 - 1' 11 3/16" X 6' 8" Opens into BEDROOM Goes to Floor

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
6. Tear out wet carpet pad and bag for disposal	228.50 SF	0.39	0.00	89.12
7. Tear out wet non-salvageable carpet, cut & bag for disp.	228.50 SF	0.41	0.00	93.69
8. Tear out trim/base and bag for disposal	28.00 LF	0.67	0.00	18.76
9. Tear out wet drywall, cleanup, bag, per LF - up to 2' tall	28.00 LF	2.55	0.00	71.40
10. Tear out and bag wet insulation	8.00 SF	0.56	0.00	4.48
<b>Totals: Family Room</b>				<b>277.45</b>



**Closet**

**Height: 8'**

69.97 SF Walls	5.99 SF Ceiling
75.96 SF Walls & Ceiling	5.99 SF Floor
0.67 SY Flooring	8.50 LF Floor Perimeter
10.00 LF Ceil. Perimeter	

Missing Wall: 1 - 1' 6" X 6' 8" Opens into FAMILY Goes to Floor

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
11. Air mover (per 24 hour period) - No monitoring 1 fan for 2 days	2.00 EA	0.00	26.67	53.34
<b>Totals: Closet</b>				<b>53.34</b>
<b>Total: Main Level</b>				<b>795.70</b>

**Servpro of Canoga Park / West Hills**

Servpro of Agoura / Hidden Hills / Calabasas  
 6433 Topanga Cyn. Blvd #597 Canoga Park, CA 91303  
 Canoga (818) 998-1500 Agoura (818) 991-6292  
 Fax (818) 998-8625  
 Email: Servpro8424@yahoo.com

**Line Item Subtotals: CURTIS\_DOROTHY** **795.70**

**Adjustments for Base Service Charges** **Adjustment**

Cleaning Remediation Technician 102.60

Total Adjustments for Base Service Charges: 102.60

**Line Item Totals: CURTIS\_DOROTHY** **898.30**

**Grand Total Areas:**

882.43 SF Walls	333.12 SF Ceiling	1,215.54 SF Walls and Ceiling
333.12 SF Floor	37.01 SY Flooring	108.76 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	118.03 LF Ceil. Perimeter
333.12 Floor Area	367.35 Total Area	882.43 Interior Wall Area
758.26 Exterior Wall Area	86.03 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	

**Servpro of Canoga Park / West Hills**

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Servpro of Agoura / Hidden Hills / Calabasas  
6433 Topanga Cyn. Blvd #597 Canoga Park, CA 91303  
Canoga (818) 998-1500 Agoura (818) 991-6292  
Fax (818) 998-8625  
Email: Servpro8424@yahoo.com

**Summary**

Line Item Total	795.70
Total Adjustments for Base Service Charges	102.60
<b>Replacement Cost Value</b>	<b>\$898.30</b>
<b>Net Claim</b>	<b>\$898.30</b>

---

Lahren, Joe

83045  
INVOICE  
IMPROVEMENT  
CONTRACT  
248495

TECHNICIAN  
*WILLIAM*

TRUCK NO  
*14*

Approximate  
Completion Date  
*6-16-11*

Today's  
Date  
*6-22-11*

Approximate  
Start Date  
*6-14-11*

Approximate  
Completion Date  
*6-16-11*

NAME  
*Summus Association Mt*

NAME  
*Summus Association Mt*

ADDRESS  
*120 Box 2065*

CITY  
*TAL.*

STATE  
*CA*

ZIP  
*91358*

HOME PHONE  
*413-1170*

OTHER PHONE

JOB ADDRESS

QUANTITY	QUANTITY	MATERIALS
----------	----------	-----------

DESCRIPTION	Estimate Price
-------------	----------------

HOURS	DATE	NO.	TECHNICIAN	HOURLY RATE	TOTAL HOURS	TOTAL LABOR	COMBINED LABOR TOTAL
	<i>6-22-11</i>	<i>1</i>	<i>Plumber</i>	<i>120</i>	<i>2</i>		<i>240</i>
			<i>Apprentice</i>				
			<i>Helper</i>				

DESCRIPTION: *WENT OUT TO LOOK AT REPAIRS TO 8" DRAIN LINE. A COMPANY WAS GOING TO MAKE A "GUEP" TO GET BACK TO ME. I GAVE OWNER CO. IS GOING TO MAKE DRAIN LINE REPAIRED.*

Estimate Price \$

Standard Price \$

Additional Work: *Please pay from this invoice. Thank you for your business!*

Authorized Signature  
*Lloyd's Plumbing, Inc.*

Security Code  
Authorized #  
Expiration Date

TESTED WATER PRESSURE TO BE REGULATED  
STREET  
lbs./sq. in.

THE DOWN PAYMENT MAY NOT EXCEED \$1,000 OR 10 PERCENT OF THE CONTRACT PRICE, WHICHEVER IS LESS.  
PLEASE PAY FROM THIS INVOICE



2630 Lavery Court, Unit A • Newbury Park, CA 91320  
(805) 495-4525 • (818) 706-1216  
Fax: (805) 371-8876  
California State Contractors' License No. 302649

**DRAIN CLEANING - All draining service is done on an hourly rate at a 1 hour minimum charge.**  
LIMITED WARRANTY: For a period of 90 days from the date of service, Lloyd's Plumbing, Inc. agrees to re-clean the described line at no charge to the customer if it fails to function. Warranty does NOT apply to any lines determined to be in unsatisfactory condition by visual inspection or at any time during the servicing of that line, or to circumstances where improper usage of the line has occurred, such as introduction of foreign objects, excessive or improper debris, etc. All drain lines must have proper access to warranty. Roots, cracks, breaks, holes, misalignment or anything other than normal standard conditions are reasons for no warranty. Sewer cleaning must have 3" - 4" or larger access. Lloyd's Plumbing, Inc. is not responsible for any damages caused by back ups, faulty plumbing or machinery. Customer is responsible for removal of lodged cables due to separated or root bound lines. If Lloyd's Plumbing, Inc. needs to go on the roof to clear sewer line, we cannot be held responsible for any roofing problems or damages. Area drains are not guaranteed. There is no guarantee that an area drain can be cleared.  
After the first hour, customer needs to approve Lloyd's Plumbing, Inc. to continue.

Initials

Authorize to proceed the above work with:  
 Hourly Rate  Estimate Price  Standard Rate  
Acceptance Signature

Unauthorized Causes & Conditions: All work is based on a "Best Case Scenario". If unforeseen causes or conditions should arise, work and invoice amount will be adjusted accordingly, with prior authorization (see item #4 on reverse side).  
PAYMENT OF THIS INVOICE/CONTRACT DUE UPON COMPLETION OF WORK (see item #8 on reverse side)

ALL ESTIMATES ARE GOOD FOR A PERIOD OF 90 DAYS FROM DATE OF ESTIMATE.



MEADOWRIDGE HOA Thousand Oaks, CA 91360

Lloyds Plumbing Inc

5080 Repairs/Maintenance Total: 5083 Pl broken drain lines, las Virgenes line

3181

6/29/2011

\$ 240.00

First Bnk ckg 248495

MSFE00111  
SAFE GUARD  
CITIBANK USA, N.A. (CITY OF NEW YORK)

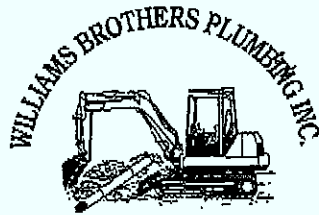
TO REORDER, CALL YOUR LOCAL SAFE GUARD DISTRIBUTOR AT 800-786-4222

240.00

MS95F0M642



(805) 499-9335  
 (818) 706-0163  
 3752 Calle Linda Vista  
 NEWBURY PARK, CA 91320



DATE INVOICE #  
 6/22/2011 06212011-1

**BILL TO:**

MEADOW RIDGE H.O.A.



P.O. NUMBER	TERMS	PROJECT
JOHN	Net 30	

QUANTITY	DESCRIPTION	RATE	AMOUNT
1	EXCAVATE TRENCH ON 8 INCH DRAIN LINE WITH HYDROEXCAVATOR. EXCAVATE AND HAUL AWAY ASPHALT. REPLACE 8 INCH DRAIN PIPE WITH 8 INCH SDR-35. BACKFILL WILL BE DONE BY LAS VIRGENES WATER DISTRICT.	0.00	0.00
6.5	LABOR RATE PER BID ID \$325.00/HR	325.00	2,112.50
16	16 FEET OF 8 INCH SDR-35	9.00	144.00
1	8 X 8 FERNCO	39.00	39.00
5	5 FEET OF 6 INCH SDR-35	6.00	30.00
1	8 X 6 FERNCO	29.00	29.00

MEADOWRIDGE HOA Thousand Oaks, CA 91360

William Brothers Plumbing Inc  
 5080 Repairs/Maintenance Total: 5083 PI 06212011-1, repair damaged drains

6/29/2011

3182

2,354.50

First Bnk ckg

ITEM 108

MSE001:1

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-786-2222



FARMERS

Send all correspondence to:
National Document Center
P.O. Box 268994
Oklahoma City, OK 73126-8994
Fax: (877) 217-1389
Email: claimsdocuments@farmersinsurance.com

June 21, 2011

C/o Summus Assoc Mgmt,



RE: Insured: Meadowridge HOA
Claim Unit Number: 8000086829-1-1
Policy Number: 0600441357
Loss Date: 06/07/2011
Location of Loss: 29105 Thousand Oaks, Agoura Hills, CA

Dear Mr. Roberts:

Thank you for allowing us to service your insurance needs. We appreciate your business and look forward to serving you in the future. This letter outlines my findings and explains the evaluation of the damages. The following is a breakdown of my findings:

Table with 2 columns: Line of Coverage, Building. Rows include Replacement Cost (\$9,844.25), Less: Policy Deductible (\$10,000.00), and Settlement Amount (\$0.00).

In order for payment to be issued for the damages, the amount of the loss must exceed the amount of your deductible. Since the amount of estimated damages is less than your deductible, no payments can be issued at this time. This determination was based upon an estimate you submitted for our review or one we created on your behalf. If we prepared the estimate, it has been included with this correspondence.

I was advised by a ServPro representative today that they have completed the water mitigation of Unit J. Once the emergency services invoice is reviewed and approved, I will add it to my estimate and advise you if any claim payments are pending.

Your policy provides that after a loss, it is your duty to protect the insured property from further damage. Please keep all receipts for emergency repairs or loss mitigation. You should review your entire policy at this time so that you fully understand all of your rights and responsibilities. The above referenced duties are only a portion of your policy.

ITEM 10B



If you should discover that the loss may exceed the policy deductible, the claim file may be reopened for further consideration within the time period outlined in the Conditions section of your policy.

We wish to inform you there are time limits as found in the Conditions language of your policy. These limits may have been extended by statute in your state. The time period set forth in the Conditions section is the shortest period which may apply.

**E. PROPERTY LOSS CONDITIONS**

\*\*\*

**4. Legal Action Against Us**

No one may bring a legal action against us under this insurance unless:

- a. There has been full compliance with all of the terms of this insurance; and
- b. The action is brought within 2 years after the date on which the direct physical loss or damage occurred.

By the writing of this letter, we do not waive any of the terms, conditions, or provisions of your insurance policy, all of which are expressly retained and reserved. Further, any activity on our part by way of investigation, determination of damage, or emergency advance payments to you, does not constitute a waiver of our rights. We understand you are retaining your rights as well.

If you believe all or part of the claim has been wrongfully denied or rejected, you may have the matter reviewed by the California Department of Insurance: Consumer Services and Market Conduct Branch, Claims Services Bureau located at 300 South Spring St., 11th Floor, Los Angeles, CA 90013, (800) 927-4357.

We would also like for you to be aware that Section 2695.4 of the California Code of Regulations requires that:

"(a) Every insurer shall disclose to a first party claimant, all benefits, coverage, time limits or other provisions of any insurance policy issued by that insurer that may apply to the claim presented by a first party claimant."

It is our goal to provide you with the best possible service. If you have any questions about your claim, please do not hesitate to contact me directly at (805) 206-6144.

Sincerely,  
Truck Insurance Exchange

Melissa Trickey  
Commercial Property Claims Representative  
Email: melissa.trickey@farmersinsurance.com

CC: Ms. Sandra Macdonald

Enclosure(s):  
Estimate

11/11/2011 10:00:00 AM

ITEM 10B

J11Z8H10



**Truck Insurance Exchange**



22 05 000005 J11Z8H1021 CF0621P2 2211 000005

Insured: Meadowridge HOA

Property: [REDACTED]

Claim Rep.: Melissa Trickey  
Business: P.O. Box 268994  
Oklahoma City, OK 73126-8994

Business: (805) 206-6144  
E-mail: melissa.trickey@farmersinsurance.com

Estimator: Melissa Trickey  
Business: P.O. Box 268994  
Oklahoma City, OK 73126-8994

Business: (805) 206-6144

Claim Number: 8000086829

Policy Number: 600441357

Type of Loss: Water Damage

Coverage	Deductible	Policy Limit
Dwelling	\$10,000.00	\$7,448,900.00
Other Structures	\$0.00	\$0.00
Contents	\$0.00	\$0.00

Date of Loss: 6/7/2011 9:00 AM  
Date Inspected: 6/14/2011 2:00 PM

Date Received: 6/8/2011 9:00 AM  
Date Entered: 6/14/2011 1:22 PM

Price List: CAVE7X\_JUN11  
Restoration/Service/Remodel  
Estimate: MEADOWRIDGE\_HOA

I appreciate the opportunity to provide you this estimate of repair. Please note this estimate reflects the extent of known covered damages to the property located at the above address. No supplemental or additional payments will be issued for any repairs not listed in our scope, without prior approval. This approval must be obtained prior to replacement or repair, and we must have the opportunity to view the proposed changes or additional work to determine if any supplemental payment is warranted. Should you receive an estimate that is in excess of this estimate, please provide me a copy by faxing to the attention of your claim number to 877-217-1389 or mailing to the attention of your claim number at the NATIONAL DOCUMENT CENTER P.O. BOX 268994 OKLAHOMA CITY, OK 73126-8994. All estimates are subject to management approval.

Any depreciation applied to this estimate of repair is based on average quality, condition, age and useful life unless otherwise noted.

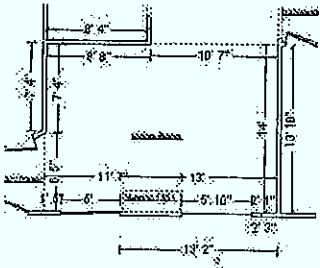
If I can be of any further assistance to you please do not hesitate to contact me.

Melissa Trickey  
(805) 206-6144



MEADOWRIDGE\_HOA

Main Level



Living Room

Height: 9'

405.29 SF Walls	269.13 SF Ceiling
674.42 SF Walls & Ceiling	269.13 SF Floor
29.90 SY Flooring	44.44 LF Floor Perimeter
49.44 LF Ceil. Perimeter	

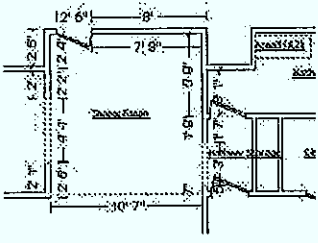
Missing Wall:	1 -	6' 4 13/16" X 9'	Opens into ENTRY	Goes to Floor/Ceiling
Missing Wall:	1 -	5' 10" X 4'	Opens into Exterior	Goes to neither Floor/Ceiling
Missing Wall:	1 -	5' X 6' 8"	Opens into Exterior	Goes to Floor
Missing Wall:	1 -	10' 7" X 9'	Opens into DINING	Goes to Floor/Ceiling

CAT	SEL	ACT DESCRIPTION		RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY	UNIT						
1. DRY	LF	Drywall replacement per LF - up to 2' tall							
PF-4.83		39.61 LF	5.46	216.27	0/150 yrs	Normal	0%	(0.00)	216.27
2. PNT	SP	Seal then paint the surface area (2 coats)							
39.61*2		79.22 SF	0.61	48.32	2/15 yrs	Normal	13.34%	(6.44)	41.88
3. PNT	P	Paint part of the walls - one coat							
W-79.22		326.07 SF	0.36	117.39	2/15 yrs	Normal	13.34%	(15.65)	101.74
4. FNC	B	Baseboard - 2 1/4"							
PF-4.83		39.61 LF	1.92	76.05	25/150 yrs	Normal	16.75%	(12.68)	63.37
5. PNT	B1SP	Seal & paint baseboard - two coats							
PF-4.83		39.61 LF	0.87	34.46	2/15 yrs	Normal	13.34%	(4.59)	29.87
6. TIL	AV	R&R Ceramic tile - Fireplace face							
(1.08*4.33) +(8*3.25) +(8*3.25) +(3*8)		80.68 SF	10.82	872.95	25/150 yrs	Normal	16.75%	(127.21)	745.74
7. FPL	MNTL+	R&R Fireplace mantel - stain grade or hardwood - prefab.							
1		1.00 EA	615.58	615.58	25/150 yrs	Normal	16.75%	(95.88)	519.70
OPEN ITEM: Fireplace will need to be serviced because water two feet high in room.									
8. FCT	LEVCEM<	Floor leveling cement - Light							
F		269.13 SF	1.56	419.84	25/50 yrs	Normal	50%	(209.92)	209.92

Two places in slab in Living Room compromised from so much water. Slab flaked off in these areas.

**CONTINUED - Living Room**

CAT	SEL	ACT DESCRIPTION		RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
	CALC	QNTY	UNIT						
9. ELE	OS	R&R Outlet							
	4	4.00 EA	13.23	52.92	25/25 yrs	Normal	100%	(37.76)	15.16
10. FCC	PAD	Carpet pad							
	F	269.13 SF	0.54	145.33	20/10 yrs	Normal	65% [%]	(94.46)	50.87
11. FCC	AV	Carpet							
	(F)*1.15	309.50 SF	3.14 [*]	971.83	20/10 yrs	Normal	65% [%]	(631.69)	340.14
15 % waste added for Carpet.									
12. FCC	STPEW	Add on charge for "edge wrap" carpet installation							
	1	1.00 EA	3.02	3.02	0/10 yrs	Normal	0%	(0.00)	3.02
10'8" x 2' wrap on side of wall between Dining Room and Living Room.									
13. FCC	STP	Step charge for "waterfall" carpet installation							
	2	2.00 EA	4.24	8.48	0/10 yrs	Normal	0%	(0.00)	8.48
<b>Totals: Living Room</b>				<b>3,582.44</b>				<b>1,236.28</b>	<b>2,346.16</b>



**Dining Room**

**Height: 8'**

197.78 SF Walls	117.30 SF Ceiling
315.08 SF Walls & Ceiling	117.30 SF Floor
13.03 SY Flooring	23.08 LF Floor Perimeter
32.92 LF Ceil. Perimeter	

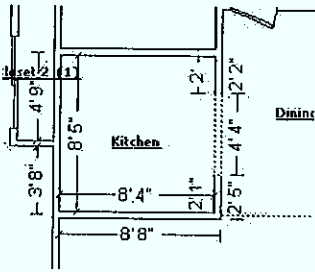
- Missing Wall: 1 - 2' 6" X 6' 8" Opens into Exterior Goes to Floor
- Missing Wall: 1 - 4' 4" X 6' 8" Opens into KITCHEN Goes to Floor
- Missing Wall: 1 - 10' 7" X 8' Opens into LIVING Goes to Floor/Ceiling
- Missing Wall: 1 - 3' X 6' 8" Opens into HALL Goes to Floor

CAT	SEL	ACT DESCRIPTION		RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
	CALC	QNTY	UNIT						



**CONTINUED - Dining Room**

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						
14. FCC	PAD	Carpet pad						
F		117.30 SF	0.54	20/10 yrs	Normal	65% [%]	(41.17)	22.17
15. FCC	AV	Carpet						
(F)*1.15		134.89 SF	3.14[*]	20/10 yrs	Normal	65% [%]	(275.31)	148.24
15 % waste added for Carpet.								
No damage to walls noted at this time.								
<b>Totals: Dining Room</b>			<b>486.89</b>				<b>316.48</b>	<b>170.41</b>



**Kitchen**

**Height: 8'**

239.11 SF Walls	70.14 SF Ceiling
309.25 SF Walls & Ceiling	70.14 SF Floor
7.79 SY Flooring	29.17 LF Floor Perimeter
33.50 LF Ceil. Perimeter	

**Missing Wall: 1 - 4' 4" X 6' 8" Opens into DINING Goes to Floor**

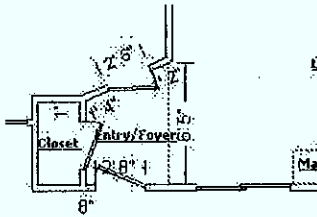
CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						
OPEN ITEM: Refrigerator may need to be moved for repairs.								
No damage noted in this area.								
<b>Totals: Kitchen</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>





# Truck Insurance Exchange

22 09 000005 J128H1021 CH-062112-221 000005



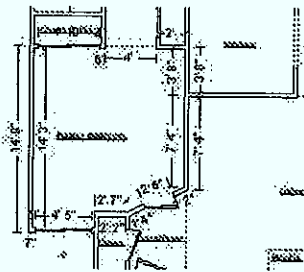
## Entry/Foyer

Height: 8'

59.75 SF Walls	23.89 SF Ceiling
83.64 SF Walls & Ceiling	23.89 SF Floor
2.65 SY Flooring	6.19 LF Floor Perimeter
13.86 LF Ceil. Perimeter	

- Missing Wall: 1 - 2' 6" X 6' 8" Opens into CLOSET Goes to Floor
- Missing Wall: 1 - 2' 8" X 6' 8" Opens into Exterior Goes to Floor
- Missing Wall: 1 - 6' 4 13/16" X 8' Opens into LIVING Goes to Floor/Ceiling
- Missing Wall: 1 - 2' 6" X 6' 8" Opens into MSTRBDRM Goes to Floor

CAT	SEL	ACT DESCRIPTION		RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
	CALC	QNTY	UNIT						
16. DRY	LF	Drywall replacement per LF - up to 2' tall							
	PF	6.19 LF	5.46	33.80	0/150 yrs	Normal	0%	(0.00)	33.80
17. FCW	PQ	Parquet flooring							
	F	23.89 SF	7.48	178.70	25/150 yrs	Normal	16.75%	(29.78)	148.92
18. FCV	UL1/2P	R&R Underlayment - 1/2" BC plywood							
	F	23.89 SF	2.36	56.38	0/150 yrs	Normal	0%	(0.00)	56.38
19. FNC	B	Baseboard - 2 1/4"							
	PF	6.19 LF	1.92	11.88	25/150 yrs	Normal	16.75%	(1.98)	9.90
20. PNT	B1SP	Seal & paint baseboard - two coats							
	PF	6.19 LF	0.87	5.39	2/15 yrs	Normal	13.34%	(0.72)	4.67
21. FNC	SHOE	Base shoe							
	PF	6.19 LF	1.03	6.38	25/150 yrs	Normal	16.75%	(1.06)	5.32
22. PNT	SHOES	Stain & finish base shoe or quarter round							
	PF	6.19 LF	0.83	5.14	25/15 yrs	Normal	100% [M]	(5.14)	0.00
23. PNT	SP	Seal then paint the surface area (2 coats)							
	6.19*2	12.38 SF	0.61	7.55	2/15 yrs	Normal	13.34%	(1.01)	6.54
24. PNT	P	Paint part of the walls - one coat							
	W-12.38	47.37 SF	0.36	17.05	2/15 yrs	Normal	13.34%	(2.27)	14.78
<b>Totals: Entry/Foyer</b>				<b>322.27</b>				<b>41.96</b>	<b>280.31</b>

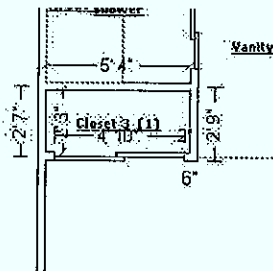


**Master Bedroom**

Height: 8'

296.94 SF Walls	158.25 SF Ceiling
455.19 SF Walls & Ceiling	158.25 SF Floor
17.58 SY Flooring	35.16 LF Floor Perimeter
46.91 LF Ceil. Perimeter	

Missing Wall:	1 -	4' 5" X 6' 8"	Opens into Exterior	Goes to Floor
Missing Wall:	1 -	2' 6" X 6' 8"	Opens into ENTRY	Goes to Floor
Missing Wall:	1 -	4' X 8'	Opens into VANITY	Goes to Floor/Ceiling



**Subroom 1: CLOSET\_3**

Height: 8'

89.11 SF Walls	12.00 SF Ceiling
101.11 SF Walls & Ceiling	12.00 SF Floor
1.33 SY Flooring	10.33 LF Floor Perimeter
15.17 LF Ceil. Perimeter	

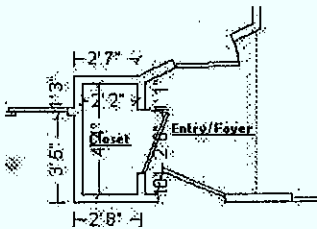
Missing Wall:	1 -	4' 10" X 6' 8"	Opens into MSTRBDRM	Goes to Floor
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CAT	SEL	ACT DESCRIPTION		RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
	CALC	QNTY	UNIT						
25. DRY	LF	R&R Drywall replacement per LF - up to 2' tall							
	10	10.00	LF	7.14	71.40	0/150 yrs Normal	0%	(0.00)	71.40
26. FNC	B	Baseboard - 2 1/4"							
	14.25+6	20.25	LF	1.92	38.88	21/150 yrs Normal	14.07%	(5.44)	33.44
27. PNT	B1SP	Seal & paint baseboard - two coats							
	20.25	20.25	LF	0.87	17.62	2/15 yrs Normal	13.34%	(2.35)	15.27
28. PNT	B	Paint baseboard - one coat							
	PF-20.25	25.24	LF	0.58	14.64	2/15 yrs Normal	13.34%	(1.95)	12.69
29. FCC	PAD	Carpet pad							
	F	170.25	SF	0.54	91.94	20/10 yrs Normal	65% [%]	(59.76)	32.18
30. FCC	AV	Carpet							
	(F)*1.15	195.79	SF	3.14[*]	614.78	20/10 yrs Normal	65% [%]	(399.61)	215.17

15 % waste added for Carpet.

CONTINUED - Master Bedroom

CAT	SEL	ACT DESCRIPTION		RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
	CALC	QNTY	UNIT						
<b>Totals: Master Bedroom</b>				<b>849.26</b>				<b>469.11</b>	<b>380.15</b>



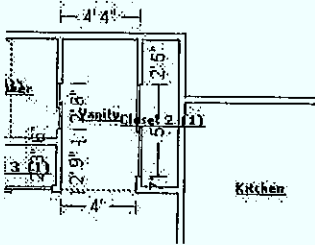
**Closet**

Height: 8'

87.33 SF Walls	9.39 SF Ceiling
96.72 SF Walls & Ceiling	9.39 SF Floor
1.04 SY Flooring	13.00 LF Ceil. Perimeter
13.00 LF Ceil. Perimeter	

CAT	SEL	ACT DESCRIPTION		RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
	CALC	QNTY	UNIT						
<b>Missing Wall:</b>		<b>1 -</b>	<b>2' 6" X 6' 8"</b>	<b>Opens into ENTRY</b>			<b>Goes to Floor</b>		
31. DRY	LF	Drywall replacement per LF - up to 2' tall							
	PF	10.50 LF	5.46	57.33	0/150 yrs	Normal	0%	(0.00)	57.33
32. PNT	SP	Seal then paint the surface area (2 coats)							
	10.5*2	21.00 SF	0.61	12.81	2/15 yrs	Normal	13.34%	(1.71)	11.10
33. PNT	P	Paint part of the walls - one coat							
	W-21	66.33 SF	0.36	23.88	2/15 yrs	Normal	13.34%	(3.18)	20.70
34. FNC	B	Baseboard - 2 1/4"							
	PF	10.50 LF	1.92	20.16	25/150 yrs	Normal	16.75%	(3.36)	16.80
35. PNT	B1SP	Seal & paint baseboard - two coats							
	PF	10.50 LF	0.87	9.14	2/15 yrs	Normal	13.34%	(1.22)	7.92
36. FCC	PAD	Carpet pad							
	F	9.39 SF	0.54	5.07	20/10 yrs	Normal	65% [%]	(3.30)	1.77
37. FCC	AV	Carpet							
	(F)*1.15	10.80 SF	3.14[*]	33.91	20/10 yrs	Normal	65% [%]	(22.04)	11.87
15 % waste added for Carpet.									

<b>Totals: Closet</b>				<b>162.30</b>				<b>34.81</b>	<b>127.49</b>
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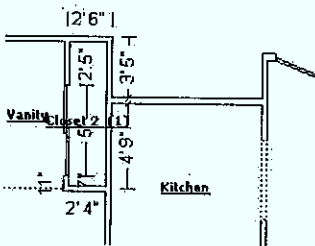


**Vanity**

Height: 8'

115.33 SF Walls	32.67 SF Ceiling
148.00 SF Walls & Ceiling	32.67 SF Floor
3.63 SY Flooring	13.17 LF Floor Perimeter
20.67 LF Ceil. Perimeter	

Missing Wall:	1 - 4' X 8'	Opens into MSTRBDRM	Goes to Floor/Ceiling
Missing Wall:	1 - 2' 6" X 6' 8"	Opens into SHOWER	Goes to Floor



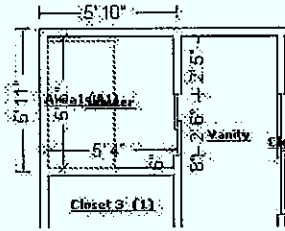
**Subroom 1: CLOSET\_2**

Height: 8'

126.67 SF Walls	16.00 SF Ceiling
142.67 SF Walls & Ceiling	16.00 SF Floor
1.78 SY Flooring	15.00 LF Floor Perimeter
20.00 LF Ceil. Perimeter	

Missing Wall:	1 - 5' X 6' 8"	Opens into VANITY	Goes to Floor
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CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						
38. FCC	AV	Carpet						
(F)*1.15		55.97 SF	3.14[*]	175.75	20/10 yrs Normal	65% [%]	(114.24)	61.51
15 % waste added for Carpet.								
<b>Totals: Vanity</b>				<b>175.75</b>			<b>114.24</b>	<b>61.51</b>



**Shower**

**Height: 8'**

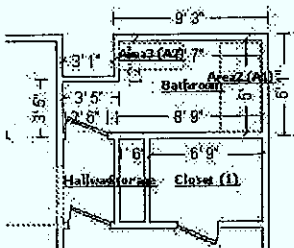
155.33 SF Walls	28.89 SF Ceiling
184.22 SF Walls & Ceiling	28.89 SF Floor
3.21 SY Flooring	19.00 LF Floor Perimeter
21.50 LF Ceil. Perimeter	

Missing Wall: 1 - 2' 6" X 6' 8" Opens into VANITY Goes to Floor

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC	QNTY	UNIT						

No damage noted in this area.

<b>Totals: Shower</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>
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**Bathroom**

**Height: 8'**

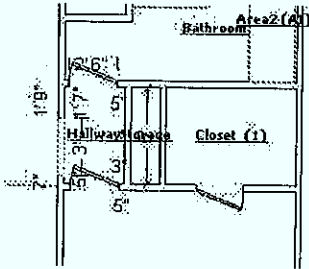
264.67 SF Walls	58.46 SF Ceiling
323.13 SF Walls & Ceiling	58.46 SF Floor
6.50 SY Flooring	32.67 LF Floor Perimeter
35.17 LF Ceil. Perimeter	

Missing Wall: 1 - 2' 6" X 6' 8" Opens into HALL Goes to Floor

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC	QNTY	UNIT						

No damage noted in this area.

<b>Totals: Bathroom</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>
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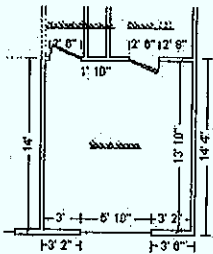
**Hallway**

**Height: 8'**

76.00 SF Walls  
 91.42 SF Walls & Ceiling  
 1.71 SY Flooring  
 16.17 LF Ceil. Perimeter  
 15.42 SF Ceiling  
 15.42 SF Floor  
 8.17 LF Floor Perimeter

- Missing Wall: 1 - 3' X 6' 8" Opens into DINING Goes to Floor
- Missing Wall: 1 - 2' 6" X 6' 8" Opens into BATHROOM Goes to Floor
- Missing Wall: 1 - 2' 6" X 6' 8" Opens into GUEST Goes to Floor

CAT	SEL	ACT DESCRIPTION		RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY	UNIT						
39. FCC	AV	Carpet							
(F)*1.15		17.73 SF	3.14[*]	55.67	20/10 yrs	Normal	65% [%]	(36.19)	19.48
15 % waste added for Carpet.									
<b>Totals: Hallway</b>				<b>55.67</b>				<b>36.19</b>	<b>19.48</b>

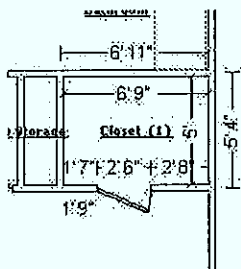


**Guest Room**

**Height: 8'**

356.67 SF Walls  
 522.67 SF Walls & Ceiling  
 18.44 SY Flooring  
 51.67 LF Ceil. Perimeter  
 166.00 SF Ceiling  
 166.00 SF Floor  
 46.67 LF Floor Perimeter

- Missing Wall: 1 - 2' 6" X 6' 8" Opens into HALL Goes to Floor
- Missing Wall: 1 - 5' 10" X 4' Opens into Exterior Goes to neither Floor/Ceiling



**Subroom 1: ROOM2**

**Height: 8'**

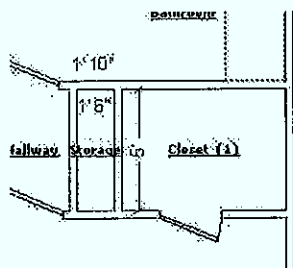
171.33 SF Walls	33.75 SF Ceiling
205.08 SF Walls & Ceiling	33.75 SF Floor
3.75 SY Flooring	21.00 LF Floor Perimeter
23.50 LF Ceil. Perimeter	

Missing Wall: 1 - 2' 6" X 6' 8" Opens into GUEST Goes to Floor

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						

No damage noted in this area.

<b>Totals: Guest Room</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>
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**Storage**

**Height: 8'**

104.00 SF Walls	7.50 SF Ceiling
111.50 SF Walls & Ceiling	7.50 SF Floor
0.83 SY Flooring	13.00 LF Floor Perimeter
13.00 LF Ceil. Perimeter	

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						

No damage noted in this area.

<b>Totals: Storage</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>
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<b>Total: Main Level</b>			<b>5,634.58</b>				<b>2,249.07</b>	<b>3,385.51</b>
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**Exterior**

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						



**Truck Insurance Exchange**

**CONTINUED - Exterior**

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						
40. STU	AV	R&R Metal lath & stucco						
18.5*2		37.00 SF 4.68	173.16	27/100 yrs	Normal	27%	(41.16)	132.00
41. PNT	STU	Seal & paint stucco						
(10+19.75+13.5+5)*5.33		257.17 SF 0.86	221.17	5/15 yrs	Normal	33.35%	(73.72)	147.45
42. CLN	LAB	Cleaning Technician - per hour						
4		4.00 HR 33.83 [D]	135.32	0/NA	Normal	0%	(0.00)	135.32
Clean patio area.								
43. PNT	X1	Exterior - paint one coat						
(9.25*4)+(6.83*3)+(9.25*1.25)		69.05 SF 0.45	31.07	5/15 yrs	Normal	33.35%	(10.36)	20.71
<b>Totals: Exterior</b>			<b>560.72</b>				<b>125.24</b>	<b>435.48</b>

**Emergency Services**

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						
Pending emergency services invoice pending from ServPro. Still needs to be reviewed by vendor coordinator.								
<b>Totals: Emergency Services</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>

**General Items**

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC		QNTY UNIT						
44. ELE	MEG	Megohmmeter check electrical circuits - average residence						
1		1.00 EA 335.08	335.08	0/NA	Normal	0%	(0.00)	335.08





CONTINUED - General Items

CAT	SEL	ACT DESCRIPTION	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
CALC	QNTY	UNIT						
45. DMO	DTRUCK	Single axle dump truck - per load - including dump fees						
1	1.00 EA	206.10 [D]	206.10	0/NA	Normal	0%	(0.00)	206.10
<b>Totals: General Items</b>			<b>541.18</b>				<b>0.00</b>	<b>541.18</b>
<b>Line Item Subtotals: MEADOWRIDGE_HOA</b>			<b>6,736.48</b>				<b>2,374.31</b>	<b>4,362.17</b>

Adjustments for Base Service Charges	Adjustment
Carpenter - Finish, Trim/Cabinet	120.48
Drywall Installer/Finisher	241.52
Electrician	139.42
Flooring Installer	113.14
Wood Flooring Installer	142.50
Painter	98.52
Stucco Installer	175.36
Tile/Cultured Marble Installer	146.36
<b>Total Adjustments for Base Service Charges:</b>	<b>1,177.30</b>
<b>Line Item Totals: MEADOWRIDGE_HOA</b>	<b>7,913.78</b>
	<b>2,374.31</b>
	<b>5,539.47</b>

Grand Total Areas:

2,745.31 SF Walls	1,018.77 SF Ceiling	3,764.09 SF Walls and Ceiling
1,018.77 SF Floor	113.20 SY Flooring	327.54 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	406.46 LF Ceil. Perimeter
1,018.77 Floor Area	1,113.15 Total Area	2,745.31 Interior Wall Area
1,248.19 Exterior Wall Area	152.50 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



# Truck Insurance Exchange

[%] - Indicates that depreciate by percent was used for this item

[M] - Indicates that the deprcciation percentage was limited by the maximum allowable depreciation for this item

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Summary for Dwelling

Line Item Total				6,736.48
Total Adjustments for Base Service Charges				1,177.30
Material Sales Tax	@	8.250% x	3,512.36	289.77
Subtotal				8,203.55
Overhead	@	10.0% x	8,203.55	820.35
Profit	@	10.0% x	8,203.55	820.35
<b>Replacement Cost Value</b>				<b>\$9,844.25</b>
Less Depreciation				(2,513.33)
<b>Actual Cash Value</b>				<b>\$7,330.92</b>
Less Deductible		[Full Deductible = 10,000.00]		(7,330.92)
<b>Net Claim</b>				<b>\$0.00</b>
Total Depreciation				2,513.33
Less Residual Deductible		[Full Residual Deductible = 2,669.08]		(2,513.33)
Total Recoverable Depreciation				0.00
<b>Net Claim if Depreciation is Recovered</b>				<b>\$0.00</b>

Melissa Trickey



Recap by Room

Estimate: MEADOWRIDGE\_HOA

Area: Main Level

Living Room	3,582.44	45.27%
Dining Room	486.89	6.15%
Entry/Foyer	322.27	4.07%
Master Bedroom	849.26	10.73%
Closet	162.30	2.05%
Vanity	175.75	2.22%
Hallway	55.67	0.70%

Area Subtotal: Main Level	5,634.58	71.20%
Exterior	560.72	7.09%
General Items	541.18	6.84%

Subtotal of Areas	6,736.48	85.12%
Base Service Charges	1,177.30	14.88%

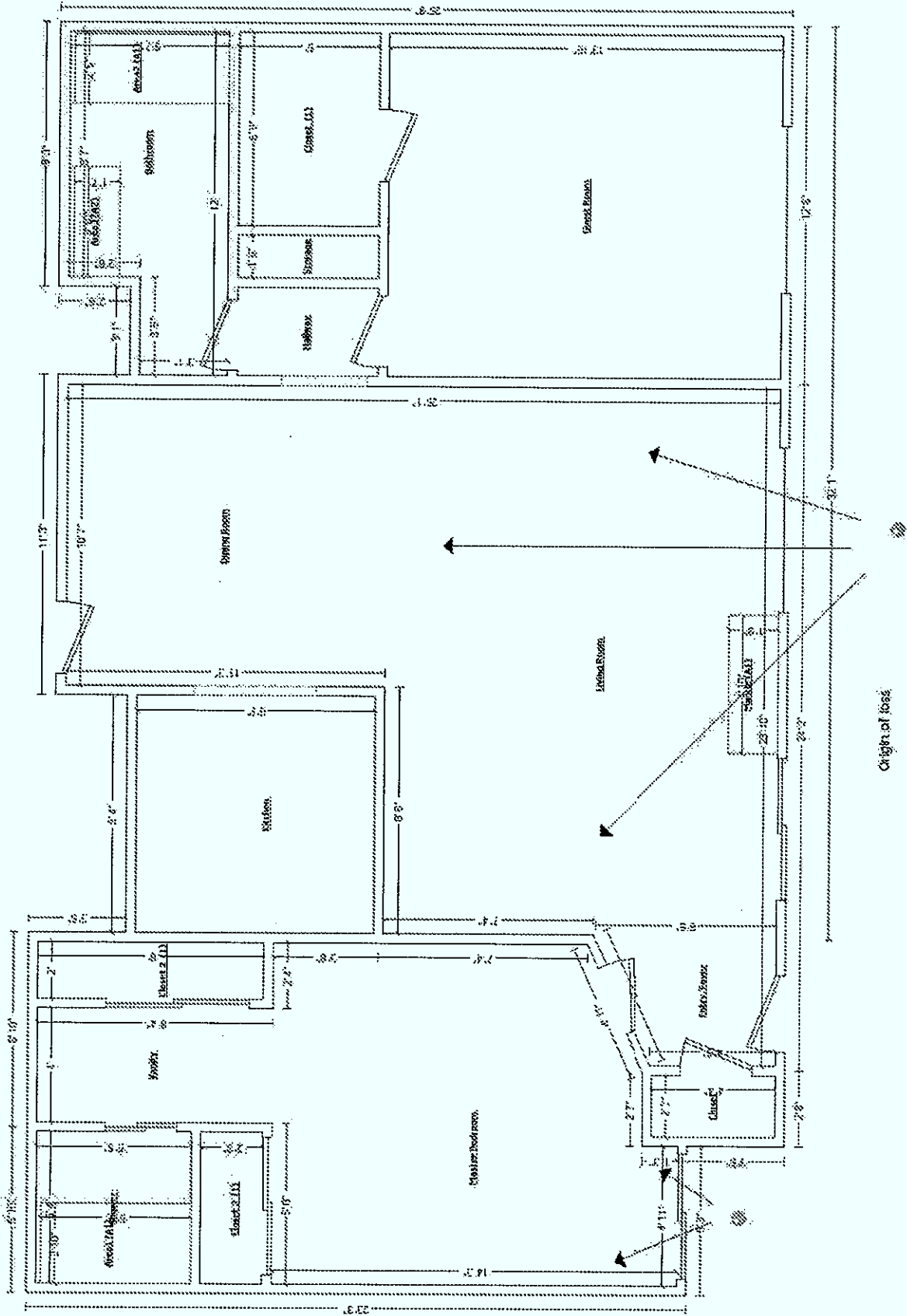
Total	7,913.78	100.00%
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Recap by Category with Depreciation

O&P Items	RCV	Deprec.	ACV
CLEANING	135.32		135.32
GENERAL DEMOLITION	429.80		429.80
DRYWALL	362.00		362.00
ELECTRICAL	372.84	37.76	335.08
FLOOR COVERING - CARPET	2,592.67	1,677.77	914.90
FLOOR COVERING - CERAMIC TILE	419.84	209.92	209.92
FLOOR COVERING - VINYL	35.36		35.36
FLOOR COVERING - WOOD	178.70	29.78	148.92
FINISH CARPENTRY / TRIMWORK	153.35	24.52	128.83
FIREPLACES	575.30	95.88	479.42
PAINTING	565.63	130.31	435.32
STUCCO & EXTERIOR PLASTER	152.44	41.16	111.28
TILE	763.23	127.21	636.02
<b>O&amp;P Items Subtotal</b>	<b>6,736.48</b>	<b>2,374.31</b>	<b>4,362.17</b>
Base Service Charges	1,177.30		1,177.30
Material Sales Tax @ 8.250%	289.77	139.02	150.75
Overhead @ 10.0%	820.35		820.35
Profit @ 10.0%	820.35		820.35
<b>Total</b>	<b>9,844.25</b>	<b>2,513.33</b>	<b>7,330.92</b>



ITEM 10B



Scale 1/8" = 1'-0"



## Detailed Results

Tracking no.: 875609374493

Select time format: 12H

**Delivered**

**Delivered**  
Signed for by: M.MORRISON

## Shipment Dates

## Destination

Ship date Jul 14, 2011

Signature Proof of Delivery

Delivery date Jul 15, 2011 11:13 AM

## Shipment Options

**Hold at FedEx Location**

Hold at FedEx Location service is not available for this shipment.

## Shipment Facts

Service type	Standard Pak	Delivered to	Receptionist/Front Desk
Weight	1.0 lbs/.5 kg		

## Shipment Travel History

Select time zone: Local Scan Time

All shipment travel activity is displayed in local time for the location

Date/Time	Activity	Location	Details
Jul 15, 2011 11:13 AM	Delivered		
Jul 15, 2011 8:35 AM	On FedEx vehicle for delivery	CANOGA PARK, CA	
Jul 15, 2011 7:56 AM	At local FedEx facility	CANOGA PARK, CA	
Jul 15, 2011 2:59 AM	Departed FedEx location	OAKLAND, CA	
Jul 14, 2011 10:56 PM	Arrived at FedEx location	OAKLAND, CA	
Jul 14, 2011 7:30 PM	Left FedEx origin facility	CANOGA PARK, CA	
Jul 14, 2011 5:01 PM	Picked up	CANOGA PARK, CA	

ITEM 10B



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

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**Subject: SCADA Communication Upgrade Study**

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

**SUMMARY:**

Currently the District's SCADA (Supervisory Control and Data Acquisition) system has several methods for communicating with remote locations such as pump stations, storage tanks, and sewer lift stations. Most sites utilize line of site radios; however, some of the sites require frame-relay and ADN phone lines. These lines are expensive to rent and as the telephone company infrastructure ages, are increasingly unreliable and often takes days for the phone companies to troubleshoot and repair. When this occurs, additional staff time is required to travel and be stationed at the main communication nodes to monitor the district's highly automated control system, creating overtime in the evenings and weekends.

Much of the current communication equipment has surpassed its expected life, is technically challenged, and is compounded by the phone line unreliability and recurring costs. Our industry as a whole is moving to wide band radio systems which eliminate the monthly costs of renting phone lines. This system will have increased speed and reliability, making it possible to add video and other devices to outlying sites for security and monitoring purposes.

MSO, the district's SCADA system integrator, set up the existing communication system many years ago and understands our system, protocol, hardware, and security needs. Staff has asked MSO to propose an upgrade to the newer, faster, and more secure wide band radio infrastructure for the SCADA system.

**RECOMMENDATION(S):**

Authorize the General Manager to issue a purchase order to MSO for an amount of \$32,805 to study the entire SCADA communication system, available radio systems, and recommend a type and brand of radio equipment that meets the district's needs.

**FINANCIAL IMPACT:**

The Fiscal Year 2011-12 budget provides adequate funding for this study in the CIP budget for integration of telephone and computer networks under Job # 10384.

Prepared By: Michael McIntyre, SCADA Systems Specialist





August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Resource Conservation & Public Outreach

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**Subject: Public Outreach and Communications Plan**

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**SUMMARY:**

One of the actions adopted by the Board in their Strategic Plan for FY 11-12 was to prepare a Public Outreach and Communications Plan to sustain community awareness and support of the District. The attached plan is responsive to the Board's direction, cognizant of communications technology developments and sensitive to information demands by customers. The document describes the approach to customer communications, school and general public education programs, media relations and legislative advocacy.

**RECOMMENDATION(S):**

Adopt the Public Outreach and Communications Plan for Fiscal Year 2011-12.

**FINANCIAL IMPACT:**

Programs already budgeted for FY 11-12

Prepared By: Jeff Reinhardt - Public Affairs & Communications Manager

**ATTACHMENTS:**

[Public Outreach and Communications Plan](#)

# **PUBLIC OUTREACH AND COMMUNICATIONS PLAN**

## **Public Outreach and the District's Strategic Plan**

The activities of the Public Affairs and Communication division are based upon the values and Mission Statement articulated by the LVMWD Board. Refined over two decades, the District's external communications have established a link with those in the service area through written communications, community forums, cable TV, the District's website, social media, a presence at community events, school education programs, water conservation classes for homeowners and businesses, presentations to city councils, a speaker's bureau, the District's facility tour programs, links with homeowner associations, the business community and by responding to issues of immediate concern.

### **Goal: Earn Community Support**

- We seek to have customers regard the District as a community asset
- We seek to build community awareness as to what the District does and how our activities contribute to their quality of life
- We want customers to reflect that the District meets their service expectations
- We want customers to understand the value of service and the costs for rendering those services
- We want customers to feel they are well informed
- We want customers to perceive the District as a source of quality and reliable service
- We wish to be viewed as an agency that is sensitive to and protective of the local environment
- We desire customers to view the District as a reliable source of information at all times, whether it be conservation methods or emergency communications
- We engage in legislative advocacy, following the Board's adopted legislative policy guidelines, to benefit the customer base and the goals of the District

### **Performance Benchmarks**

Throughout the year, the Public Outreach unit plans and tracks its activities in fulfillment of the above goals. Programs are reviewed by the Board, the General Manager and the Director of Resource Conservation and Public Outreach (RCPO) each year, with policy direction and funding for projects reflected in the District's annual budget.

Through the course of the year there are frequent updates with the RCPO Director and a written monthly summary of activities submitted for his review.

## **Public Outreach Outline and Activities**

To fulfill its missions, the District's Public Outreach division maintains a busy 12-month schedule of programs and outreach activities designed to honor LVMWD's commitments to school and general public education, transparency in its operations, the education and outreach best management practices (BMPs) adopted by the Board, legislative monitoring and advocacy, the dissemination of public information, interagency communications, the publication and distribution of required reports, responses to inquiries made by the media and the general public and maintaining the ability to saturate the community with critical information when necessary.

A better understanding of the Public Outreach unit's functions can be gained by reviewing its activities during calendar 2010.

## **Summary of Public Outreach activities for 2010**

**The School Education Program** logged over 200 actions, events, tours, performances and activities for grades K-12. Key among these events are the annual Water Awareness Poster Contest which drew a record number of entries, environmental education for 5<sup>th</sup> grade students, Environmental Water Science program for high school juniors & seniors and participation in Metropolitan's Solar Cup Challenge. A schedule of National Theater for Children performances are conducted for primary grade students at schools and at local libraries. Our education programs are promoted at the Las Virgenes Unified School District (LVUSD), Oak Park Unified School District (OPUSD), at Westlake High which is in the Conejo Unified School District, at private schools in the service area and to home-schooled students through online communications. Our annual water awareness book donation program is also conducted through the Education subunit.

**Media Relations** – During 2010, 81 news releases and media contacts were conducted (an average of 1.55 per week). We also met with editors and reporters of local publications (*Ventura County Star*, *The Acorn* and *the Las Virgenes Enterprise*.) LVMWD established working relationships with the local editors of the new online *Patch* community news publications (a unit of AOL). In addition, the District maintains a presence on the Twitter and Facebook social media websites. On a daily basis we monitor the media for water-related news stories and related content.

**Public Outreach Community Events**, District facility tours and classes: 76 (an average of 1.46 per week). Perhaps the most significant outreach event was generating a public presence at the Regional Board hearing on Tapia's permit. Community events include the Westlake Rotary's Street Fair, Calabasas and Agoura Hills Earth Day events, Reyes Adobe Days, Community Emergency Preparedness Fair, Calabasas Pumpkin Festival and more.

**Legislative Monitoring, Advocacy & Intergovernmental Coordination** - Through the year, we monitored over 200 pieces of water-related legislation at the state and federal

levels. On legislative matters, the District works in close concert with MWD, ACWA, AWWA, CASA and WateReuse.

We submitted 15 letters commenting on legislation at the state and federal levels. The District also submitted policy comment letters to the LARWQCB, State Water Board, expressed support for the positions advanced by WateReuse and generated a resolution in support of the League of Cities initiative on preserving local funds, which was successful at the polls last November.

Our intergovernmental coordination included appearances before each city council in the region, meetings with County Supervisor Yaroslavsky's office, Assemblymember Julia Brownley & staff both here and in Sacramento, Senator Fran Pavley & staff both here and in Sacramento; conducted advocacy efforts and coordinated visits by District staff and board members to the D.C. offices of federal representatives. We were also successful in gaining letters of support for District federal funding applications from every local jurisdiction.

**Correspondence** – Public Outreach created seven Board proclamations, ten letters from the board (mostly condolences) and two Board resolutions. We also generated 13 letters from the General Manager to customers, political leaders and other agencies.

**Publications** - The Public Outreach unit updates and maintains the District's website, internally produced six editions of the Current Flow and the Main Break (the employee newsletter), the annual Water Quality Report or Consumer Confidence Report (CCR), the Annual Report (or Popular Budget), created or updated several customer brochures, coordinated mailing and local distribution of the ACWA National Geographic publication, collaborated on the publication of the annual budget and produced and mailed rate change notifications to the entire customer base.

**The Speaker's Bureau** also made presentations to several HOAs, service clubs and to the local Chambers of Commerce. District personnel frequently attend meetings of the Las Virgenes Homeowners Federation.

**Advertising** - We created and placed advertising in the *Acorn*, *Las Virgenes Enterprise*, *L.A. Daily News*, *Ventura County Star* and added The Agoura Hills and Calabasas *Patch* web publications to our advertising placements. Ad content includes water conservation, garden classes, fats, oils and grease (FOG) education, compost promotion and rebate information.

**Cable TV** - We have placed District video productions and the ACWA Huell Howser series on local "government programming" cable TV channels at no cost to LVMWD.

**Interagency Communications** - Within the water industry we have been active with ACWA (Communications Committee), CASA (Awards & Communications Committee), WateReuse (Legislative Committee) and with MWD (Education, Legislation and PIOs). The General Manager, or his designee, attends meetings of the local council of governments (COG).

## **Public Outreach – Activity outline for FY 2011-12**

### **Special Projects**

New Billing Presentation and Payment Methods  
Rate Increase – July 1 and possibly January 1, 2012  
Agoura Road Backbone System Construction Project  
5-Million Gallon Tank in Westlake Village  
Financial Analysis and Rate Study  
Urban Water Management Plan and 20 by 2020 Outreach & Notifications

### **Internally Produced Publications**

Current Flow (Six editions) (BMP)  
Main Break (Six editions)  
Annual Report (Popular Budget)  
Water Quality Report (Legal Requirement)  
Conservation Brochures (BMP)  
Rate Change Notifications (Legal Requirement)  
Website (Updates weekly and as needed)  
Integrated Regional Water Management Plan (IRWMP) Notifications (Legal Requirement)

### **School Education Programs** (BMP)

Annual Poster Contest  
Tours (ongoing through school year)  
Outdoor Ed (Each LVUSD Elementary School)  
National Theater for Children  
Environmental Education  
Grade 4-5 Science Team Funding & Curriculum  
Solar Challenge  
Library book and media donations  
Conejo Las Virgenes Future Foundation Youth Congress  
Outreach and program offerings to regional private schools and home-schooled students  
Selected outreach (wastewater-oriented) to Conejo and Oak Park USDs.

### **Community Outreach – General Public** (BMP)

Calabasas Earth Day  
Agoura Hills Spring Event  
Oak Park Earth Day Event  
WLV / Rotary Street Fair  
Calabasas Pumpkin Fest

Agoura Hills Reyes Adobe Days  
WLV Emergency Preparedness Fair  
Community Water Forum(s) (As needed)  
Four Quarterly Public Facility Tours (two potable water and two wastewater treatment)  
MWD Tours to Colorado River, Edmondson Pump Plant and State Water Project  
Promotion and conduct of Landscape and garden classes  
Construction Project notifications and sustained outreach to residents and businesses impacted by District projects

### **Community Outreach – Business**

The District maintains membership with each Chamber of Commerce in the service area and participates in the Business & Government Committees of the Calabasas and Greater Conejo Chambers. Through the year, the District will be represented at significant Chamber events and mixers, advertises business related conservation and rebate information in Chamber directories and distributes water conservation materials to local hotels.

### **Intergovernmental Outreach**

City Council briefings – Agoura Hills, Calabasas, Hidden Hills, WLV  
LVUSD meetings as necessary  
L.A. County Fire Safe Alliance  
Meetings with state elected officials at local offices and in Sacramento  
Communications with federal congressional and senate representatives

### **Customer Communications**

One-on-one customer communications are conducted with care and respect. Most contact occurs with the Office Customer Service unit, who are selected for their communications skill, ability to remain professional at all times and their ability to efficiently handle customer requests. During business hours, calls are handled by a live person and if needed, we have personnel who are fluent in Spanish and other languages. The Field Customer Service unit is also selected partially for their ability to communicate effectively. Field contacts are followed up with a post-contact survey/evaluation card.

Communications received at the District's general e-mail drop are usually answered within a business day.

Personnel selected to serve in the District's booth at community events have been trained in customer contact procedures. Depending on the type of event they are supported with appropriate "props" and printed materials.

## **Media Relations**

The Public Affairs and Communication division is mindful of the evolving field of communications. Only a few years ago, the better part of the community could be reached using a few narrow choices primarily comprised of a local newspaper or direct mail. Developments in communication technology have seen a fragmentation in media choices and how people absorb their information. Proper targeting must now consider a broad menu that includes e-mail, our website, cable TV, social media outlets, several new local electronic publications, movie theater advertisements, recorded telephone announcements, and more traditional media such as local newspapers, direct mail and a presence at significant community events. Even telephone outreach has changed in that many residences are now relying exclusively on mobile telephone service as they drop traditional landlines.

The challenge facing all professional communicators is a shift that now sees people absorbing information in smaller “bites” and there is much competition for their limited attention span. Smart phones are supplanting other more traditional modes of communication, providing e-mail access, internet service, entertainment and specific services through an ever-growing number of “apps.”

The demography of the service area tells us the audience is generally upscale and active. However, the population tends to be somewhat older and there is a significant segment that chooses traditional communication methods; there are also segments of the community that do not have access to high speed internet service.

What this means is that the District is tasked with using an increasing number of media and methods to channel information into the community. And it must be recognized that there will always be some who “fall through the cracks” in terms of receiving a specific message.

In terms of releasing our messages, the District has cultivated personal relationships with key media contacts, keeping that list fresh and up to date. This includes the LA Times, the LA Daily News, Las Virgenes Enterprise, The Patch (Calabasas and Agoura editions) and where appropriate, the Oak Park Update. We also distribute pertinent information through Twitter, Facebook and all District releases are published on the District’s website.

The District has used cable TV through the local cities in the service area, which run government information channels. During the drought we were able to cultivate 30-minute programs from the Calabasas Channel and local CNN news “drop-ins” on Charter Cable. We have placed installments of the ACWA Huell Howser water series on public access channels and we use the available “Community Bulletin Board” service from Time Warner to promote conservation and rebate programs.

In addition, we distribute District news releases to local government offices including those of the state assembly and senate representatives, the county supervisor’s office, the sheriff’s station and fire department’s regional headquarters, to each city manager and to the school district.

The District has developed a strategy of only communicating when it is necessary or important to do so. This method has supported LVMWD's reputation of providing reliable information to a community that has many messages competing for the public's attention. When one considers the many activities a young family with school children engages in, (school, youth sports, music lessons, working parents, social activities and entertainment options) the District has adopted a prudent approach to its communications. For those who desire more, or in-depth interaction with the District, the website stands ready to meet most of their needs.

### **Paid Advertising**

Included in the Public Outreach budget is an allocation for paid advertising in local media. The District uses this option selectively, to gain the desired exposure for a specific message based on the need at hand. Our recent use of purchased media includes the promotion of conservation classes, the availability of compost, upcoming facility tours and for water conservation messages.

Other potential uses for purchased media include shutdowns for maintenance, construction project notifications, fats, oils & grease (FOG) education and drug disposal avoidance (No Drugs Down the Drain) in the sewer system and the placement of conservation messages in select locations.

In most instances we seek to synchronize paid advertising with news releases and website postings to gain the maximum exposure for the message.

While we seek to minimize the use of purchased media, it has a place in the budget and stands ready to be used in the event of an unexpected contingency.





August 9, 2011 Board Meeting

Information Only

DATE: August 1, 2011  
TO: John R. Mundy, General Manager  
FROM: Sandra Hicks, Director of Finance and Administration

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**Subject** Claim from Jack Trompeter


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**SUMMARY**

On July 20, 2011, the District received a claim from Jack Trompeter of Topanga. When water was filling Mr. Trompeter's meter box, Mr. Trompeter hired a plumber to repair the leak. The plumber found that the leak was on the LVMWD side of the meter. Mr. Trompeter's claim is for the plumber's fee of \$80 and a leak adjustment on his bill.

Staff has reviewed the claim and recommends reimbursing Mr. Trompeter for the plumber's fee of \$80. Customer service will work with Mr. Trompeter to determine an appropriate leakage adjustment.

Approved for Payment:

  
John R. Mundy  
General Manager

8/2/11  
Date



August 9, 2011 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

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**Subject: Pepperdine University Sewage Treatment Service**

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**SUMMARY:**

On December 12, 1988, the District and Pepperdine entered into an agreement for the treatment of up to 100,000 gallons of sewage generated south of the Sequit line. The Sequit line bisects the campus and defines the southerly boundary of the water district and sewer district D. The 1988 agreement was the successor of several other agreements dating back to the 1970s for treatment of sewage generated from the south campus. The terms of the agreement provided that Pepperdine could use a portion of the District's "surplus" capacity of its share of Tapia. If the District made a finding that there no longer is surplus treatment capacity available, the agreement would terminate in 18 months. The temporary nature of the agreement anticipated a "long range and permanent method for disposal of sewage generated by Pepperdine and other Malibu residents," based on the construction of a regional sewer system in the Malibu area constructed by Los Angeles County. It is very unlikely that the county will construct any regional facilities; however they will continue to operate the Malibu Mesa Plant that treats up to 200,000 gallons a day generated by the university and the small housing tract west of the campus. There is 100,000 gallons of capacity available at Tapia because facilities have been constructed based on the EIR for Regional Facilities Expansion IV and recent Master Plans that anticipated the generation of some sewage from the south slope area of the District. In addition, the District has been providing the treatment of this amount of sewage for Pepperdine for at least 30 years.

Pepperdine has requested an agreement for permanent treatment of up to 100,000 gallons a day generated from the south campus. They are willing to pay capacity fees equivalent to 276 ERUs at a cost of \$1,932,000.00. This is in addition to the capacity fees they have already purchased for service from the northern portion of the campus. Bimonthly billings will be based on the District's sanitation ordinance for commercial customers. District staff and consul are working to finalize an agreement for the board's approval in September.

The next step is to present this to the JPA Board in September because the agreement provides "sewage shall not be accepted from additional areas outside the service boundaries of the parties without the prior written approval of the other party, which shall not be unreasonably, withheld."

Prepared By: David R. Lippman, Director of Facilities & Operations