



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

Pursuant to Government Code Section 54953(b), Director Len Polan will be participating via teleconference from 31755 Bedfordhurst Court, Westlake Village, CA 91361, and Director Gary Burns will be participating via teleconference from The Hotel Ego Residence, Calle Bembo, 4785 San Marco, Venice, Italy

AGENDA
LVMWD BOARD OF DIRECTORS - REGULAR MEETING
TUESDAY, OCTOBER 15, 2024 – 9:00 AM

PUBLIC PARTICIPATION: The public may join this meeting virtually or attend in person in the Board Room. Teleconference participants will be muted until recognized at the appropriate time by the Board President. To join via teleconference, please use the following Webinar ID"

Webinar ID: <https://us06web.zoom.us/j/81126673778>

To join by telephone, please dial (669) 900-6833 or (346) 248-7799 and enter Webinar ID:
811 2667 3778

For members of the public wishing to address the Board during Public Comment or during a specific agenda item, please press "Raise Hand" if you are joining via computer; or press *9 if you are joining via phone; or inform the Executive Assistant/Clerk of the Board if attending in person.

Members of the public can also access and request to speak at meetings live on-line, with audio and limited video, at www.lvmwd.com/livestream. To ensure distribution of the agenda, please submit comments 24 hours prior to the day of the meeting. Those comments, as well as any comments received during the meeting, will be distributed to the members of the Board of Directors and will be made part of the official public record of the meeting. Contact Josie Guzman, Executive Assistance/Clerk of the Board, at (818) 251-2123 or jguzman@lvmwd.com with any questions.

ACCESSIBILITY: If requested, the agenda and backup materials will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in the implementation thereof. Any person who requires a disability-related modification or accommodation, to attend or participate in this meeting, including auxiliary aids or services, may request such reasonable modification or accommodation by contacting the Executive Assistant/Clerk of the Board by telephone at (818) 251-2123 or via email to jguzman@lvmwd.com at least 48 hours prior to the meeting.

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

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

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

PLEDGE OF ALLEGIANCE

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF AGENDA**
3. **PUBLIC COMMENTS**

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

4. **CONSENT CALENDAR**

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

4.A **List of Demands: October 15, 2024 (Pg. 5)**

Receive and file.

4.B **Minutes: Regular Meeting of October 1, 2024 (Pg. 81)**

Approve.

4.C **Directors' Per Diem: September 2024 (Pg. 91)**

Ratify.

4.D **Approval of Memorandum of Understanding with Supervisor, Professional and Confidential Unit: October 12, 2024 through December 31, 2027 (Pg. 97)**

Authorize the General Manager to execute the proposed Memorandum of Understanding with the Supervisor, Professional and Confidential Unit for a term of October 12, 2024 through December 31, 2027.

4.E **Contractual Service Agreement with Ontario Refrigeration: Amendment (Pg. 149)**

Authorize the General Manager to execute a contract amendment with Ontario Refrigeration, in the amount of \$50,050, for the current term ending on May 31, 2025, and approve an increase to the fourth renewal term ending on May 31, 2026, for a total not-to-exceed amount of \$100,000, for quarterly maintenance and repairs of all District HVAC systems.

4.F **Contract Laboratory Services: Amendment (Pg. 151)**

Authorize the General Manager to approve an increase to the professional services agreement with Weck Laboratories, Inc., in the amount of \$64,178.29; and approve an increase for the 2025 fourth contract renewal for a total annual not-to-exceed amount of \$255,000, plus the change in the Consumer Price Index.

4.G **Water Main Break at 5745 Parkmor Road: Continuation of Emergency Declaration (Pg. 153)**

Approve the continuation of an emergency declaration due to a 12-inch water main break at 5745 Parkmor Road in the City of Calabasas.

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

5.A **MWD Representative Report (Pg. 155)**

5.B **Legislative and Regulatory Updates**

6. **TREASURER**

7. **EXTERNAL AFFAIRS**

7.A **Multi-Agency Feasibility Study on Delivery of Proposed OceanWell Water: Authorization (Pg. 162)**

Authorize the General Manager to sign a Letter of Intent and Reimbursement Agreement with seven partnering water agencies, and to execute a professional services agreement with HDR Engineering, Inc., in the amount of \$99,926, to perform a feasibility study on the future delivery of proposed OceanWell water.

8. **NON-ACTION ITEMS**

A. *Organization Reports*

B. *Director's Reports on Outside Meetings*

C. *General Manager's Reports*

(a) *General Business*

(b) *Follow-up Items*

D. *Director's Comments*

9. **FUTURE AGENDA ITEMS**

10. **PUBLIC COMMENTS**

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11. **CLOSED SESSION**

11.A **Conference with District Counsel - Anticipated Litigation (Government Code Section 54956.9(d)(2)): Four Items**

Tort claims by Kali Alana and Michael Maciejewski; Mulholland, LLC; Joseph Mermelshtayn; and Mark Zonder

12. **ADJOURNMENT**

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

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: ANDY CORADESCHI, TREASURER

Payments for Board Meeting of : October 15, 2024

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

Wells Fargo Bank A/C No. 4806-994448

Check Nos. 110670-110751; ACH/ACI Nos . 295-298; 301-313; 315-325 were issued in the total amount of: **\$ 3,054,570.59**

Payments through direct disbursements as follows:

9/17/2024 Direct Disbursement payment number 25049-25058: **\$ 3,949.14**

Payments through wire transfers as follows:

9/17/2024 Wire #294 - CA State Treasurer BOE Use-Tax Payment for the month of August 2024 \$ 4,038.00

9/17/2024 Wire #299 - HR Performance Solutions \$ 3,107.34

9/24/2024 Wire #300 - Metropolitan Water District payment for water deliveries in the month of July 2024 **\$ 2,012,141.20**

\$ 2,019,286.54

Total Payments \$ 5,077,806.27

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

**CHECK/ACH/ACI LISTING FOR BOARD MEETING
10/15/2024**

Company Name	Company No.	Check No. 110670-110698; 295-298 09/10/24 Amount	Check No. 110699-110701 09/10/24 Amount	Check No. 110702-110751; 301-313 09/17/24 Amount	Check No. 110752-110801; 315-325 09/24/24 Amount	Total
Potable Water Operations	101	56,403.15	150.00	23,194.42	367,909.34	447,656.91
Recycled Water Operations	102			9,278.75		9,278.75
Sanitation Operations	130	3,676.22		871.50	103,157.14	107,704.86
Potable Water Construction	201					-
Water Conservation Construction	203					-
Sanitation Construction	230					-
Potable Water Replacement	301	179,917.00		31,424.56	82,653.75	293,995.31
Recycled Water Replacement	302					-
Sanitation Replacement	330					-
Internal Service	701	66,551.10		61,438.35	141,175.13	269,164.58
JPA Operations	751	44,114.32		368,426.72	56,081.25	468,622.29
JPA Construction	752					-
JPA Replacement	754	12,708.00		1,441,352.14	4,087.75	1,458,147.89
Total Printed		363,369.79	150.00	1,935,986.44	755,064.36	3,054,570.59
Voided Checks/payment stopped:						-
						-
						-
						-
						-
						-
						-
Total Voids		-	-	-	-	-
Net Total		363,369.79	150.00	1,935,986.44	755,064.36	3,054,570.59

**DIRECT DISBURSEMENTS LISTING FOR BOARD MEETING
10/15/2024**

Company Name	Company No.	Direct Disb. No. 25049-25057 09/17/24 Amount	Direct Disb. No. 25058 09/17/24 Amount	Total
Potable Water Operations	101	588.10	2,098.38	2,686.48
Recycled Water Operations	102			-
Sanitation Operations	130			-
Potable Water Construction	201			-
Water Conservation Construction	203			-
Sanitation Construction	230			-
Potable Water Replacement	301			-
Recycled Water Replacement	302			-
Sanitation Replacement	330			-
Internal Service	701	1,190.10		1,190.10
JPA Operations	751	72.56		72.56
JPA Construction	752			-
JPA Replacement	754			-
	Total Printed	1,850.76	2,098.38	3,949.14
Voided Direct Disbursements:				
		-	-	-
		-	-	-
	Total Voids	-	-	-
	Totals	1,850.76	2,098.38	3,949.14

**WIRE LISTING FOR BOARD MEETING
10/15/2024**

Company Name	Company No.	Wire No. 294 09/17/24 Amount	Wire No. 299 09/17/24 Amount	Wire No. 300 09/24/24 Amount	Total
Potable Water Operations	101			2,012,141.20	2,012,141.20
Recycled Water Operations	102				-
Sanitation Operations	130				-
Potable Water Construction	201				-
Water Conservation Construction	203				-
Sanitation Construction	230				-
Potable Water Replacement	301				-
Recycled Water Replacement	302				-
Sanitation Replacement	330				-
Internal Service	701	(0.08)	3,107.34		3,107.26
JPA Operations	751	4,038.08			4,038.08
JPA Construction	752				-
JPA Replacement	754				-
	Total Printed	4,038.00	3,107.34	2,012,141.20	2,019,286.54
Voided Wires:		-	-	-	-
	Total Voids	-	-	-	-
	Totals	4,038.00	3,107.34	2,012,141.20	2,019,286.54

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET	
295	09/10/2024	EFT	2654 FAMCON PIPE	S100134256.001	08/21/2024	2250028	091024	1,063.25	
Invoice: S100134256.001									
				947.18 101900 572500	CONSTRUCTION ITEMS & GASKETS				
				116.07 701 132000	Genl Supplies/Small Tools Storeroom & Truck Inventory				
Invoice: S100134607.001			FAMCON PIPE	S100134607.001	08/21/2024	2250029	091024	3,069.18	
3,069.18 701 132000 METER PARTS Storeroom & Truck Inventory									
Invoice: S100134622.001			FAMCON PIPE	S100134622.001	08/21/2024	2250030	091024	14,574.56	
14,574.56 701 132000 CLA-VAL DIAPHRAGMS Storeroom & Truck Inventory									
Invoice: S100135157.001			FAMCON PIPE	S100135157.001	08/21/2024		091024	55.30	
55.30 701224 551000 WELD COUPLING Supplies/Material									
							CHECK	295 TOTAL:	18,762.29
296	09/10/2024	EFT	2902 QUINN POWER SYSTEM	WON10023021	08/12/2024		091024	1,807.19	
Invoice: WON10023021									
				1,807.19 130100 551500	REPAIR GENERATOR L/S #2 Outside Services				
							CHECK	296 TOTAL:	1,807.19
297	09/10/2024	PRTD	2317 STRICKBINE PUBLISHING, INC	2024-102515	08/16/2024		091024	2,600.00	
Invoice: 2024-102515									
				2,600.00 101900 660400	FRONT PAGE STRIP - REBATES 8/16 & 8/17/24 Public Education Programs				
							CHECK	297 TOTAL:	2,600.00
298	09/10/2024	PRTD	18914 WECK LABORATORIES, INC.	W4H1130	08/19/2024		091024	303.26	
Invoice: W4H1130									
				303.26 751810 571520	LA RIVER DIAZINON (SEMI-ANNUAL) Other Laboratory Serv				
Invoice: W4H1042			WECK LABORATORIES, INC.	W4H1042	08/16/2024		091024	457.53	
457.53 751810 571520 TAPIA INFLUENT (QUATERLY) Other Laboratory Serv									
							CHECK	298 TOTAL:	760.79
110670	09/10/2024	PRTD	30729 AMAZON CAPITAL SERVICES, INC.	1WJN-FHKK-7F1D	08/16/2024		091024	41.24	
Invoice: 1WJN-FHKK-7F1D									
				41.24 701223 620000	SHEARS, COLANDER Forms, Supplies And Postage				
							CHECK	110670 TOTAL:	41.24

A/P CASH DISBURSEMENTS JOURNAL

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
110671	09/10/2024	PRTD	2404 ASTRA BACKFLOW INC	292942	08/20/2024		091024	62.21
	Invoice: 292942			62.21 701226 551500	COMPENSATING VALVE Outside Services			
						CHECK	110671 TOTAL:	62.21
110672	09/10/2024	PRTD	2869 AT&T	01246420/080724	08/07/2024		091024	32.97
	Invoice: 01246420/080724			32.97 101207 540520	SVCS 8/7-9/6/24 ACT#332 Telephone		841-0124 642 0	
						CHECK	110672 TOTAL:	32.97
110673	09/10/2024	PRTD	30874 BANNER BANK	MBC 24-52-06R	07/25/2024		091024	8,250.00
	Invoice: MBC 24-52-06R			8,250.00 754 201000	ESCROW NO.2281 RETENTION FOR PROGRESS PAYMENT #6 Contract Retainage			
						CHECK	110673 TOTAL:	8,250.00
110674	09/10/2024	PRTD	30050 CANON FINANCIAL SERVICES, INC.	34499494	08/12/2024		091024	677.81
	Invoice: 34499494			677.81 701420 620500	AUGUST 2024 CANON COPIER LEASE Equip Rental			
						CHECK	110674 TOTAL:	677.81
110675	09/10/2024	PRTD	16821 CLEAN SWEEP SUPPLY CO., INC	624273	08/14/2024	2250021	091024	2,365.20
	Invoice: 624273			2,365.20 701 132000	JANITORIAL ITEMS Storeroom & Truck Inventory			
						CHECK	110675 TOTAL:	2,365.20
110676	09/10/2024	PRTD	19270 COMMUNICATIONS RELAY, LLC	61054	09/01/2024		091024	1,118.39
	Invoice: 61054			1,118.39 701420 540520	CASTRO PEAK RENT SEPTEMBER 2024 Telephone			
						CHECK	110676 TOTAL:	1,118.39
110677	09/10/2024	PRTD	19033 DENOVO VENTURES, LLC	87449	07/01/2024		091024	26,666.19
	Invoice: 87449			26,666.19 701420 621500	CLOUD SRV/DIST RCVRY JULY-SEPTEMBER 2024 System Support and Maintenance			
						CHECK	110677 TOTAL:	26,666.19

A/P CASH DISBURSEMENTS JOURNAL

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
110678	09/10/2024	PRTD	30593 DION & SONS, INC	V210245	08/19/2024		091024	1,682.73
			Invoice: V210245					
				1,682.73 701325 551010	436.10 GAL RED DYE DIESEL-RANCHO Fuel			
						CHECK	110678 TOTAL:	1,682.73
110679	09/10/2024	PRTD	2660 FISHER SCIENTIFIC	4628642	08/15/2024		091024	37.64
			Invoice: 4628642					
				37.64 751810 541000	SULFIDE Supplies/Material			
						CHECK	110679 TOTAL:	37.64
110680	09/10/2024	PRTD	2701 GRAINGER	9203877403	08/02/2024		091024	247.68
			Invoice: 9203877403					
				247.68 701001 551000	ELECTRICAL SUPPLIES Supplies/Material			
			Invoice: 9217812669					
				1,328.03 701325 551000	FLEET WASH Supplies/Material			
			Invoice: 9202281300					
				448.66 101100 551000	CONNECTORS Supplies/Material			
			Invoice: 9213152995					
				253.42 701326 572500	GLOVES, PLIERS Genl Supplies/Small Tools			
			Invoice: 9217816546					
				178.26 701325 551000	TIRE DRESSING, CLOTH Supplies/Material			
						CHECK	110680 TOTAL:	2,456.05
110681	09/10/2024	PRTD	2705 HACH COMPANY	14109272	07/16/2024		091024	441.17
			Invoice: 14109272					
				441.17 101700 541000	CHEMKEYS Supplies/Material			
			Invoice: 14135618					
				1,060.70 751810 541000	TAPIA SUPPLIES Supplies/Material			
						CHECK	110681 TOTAL:	1,501.87
110682	09/10/2024	PRTD	8484 LINDE GAS AND EQUIPMENT, INC	44730531	08/21/2024		091024	399.86
			Invoice: 44730531					
				399.86 101100 541000	CYLINDER RENTAL 7/20-8/20/24 Supplies/Material			

A/P CASH DISBURSEMENTS JOURNAL

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK 110682 TOTAL:								399.86
110683	09/10/2024	PRTD	4591 LOS ANGELES COUNTY FIRE DEPT.	IN0450486	08/23/2024		091024	663.00
			Invoice: IN0450486					
				663.00 130100 542000	CUPA #6258 L/S #2 FY 24-25			
					Permits and Fees			
			Invoice: IN0451607	LOS ANGELES COUNTY FIRE DEPT.	IN0451607		091024	663.00
				663.00 751810 551000	CUPA #15836 RLV FARM FY 24-25			
					Supplies/Material			
			Invoice: IN0450930	LOS ANGELES COUNTY FIRE DEPT.	IN0450930		091024	663.00
				663.00 130100 542000	CUPA #9634 L/S #1 FY24-25			
					Permits and Fees			
			Invoice: IN0451608	LOS ANGELES COUNTY FIRE DEPT.	IN0451608		091024	2,039.00
				2,039.00 751820 551000	CUPA #15838 RANCHO FY 24-25			
					Supplies/Material			
			Invoice: IN0452797	LOS ANGELES COUNTY FIRE DEPT.	IN0452797		091024	3,570.00
				3,570.00 101600 542000	CUPA #26353 WLK P/S FY 24-25			
					Permits and Fees			
			Invoice: IN0452802	LOS ANGELES COUNTY FIRE DEPT.	IN0452802		091024	3,265.00
				3,265.00 101600 542000	CUPA #26453 WLK FLT FY 24-25			
					Permits and Fees			
			Invoice: IN0451777	LOS ANGELES COUNTY FIRE DEPT.	IN0451777		091024	4,017.00
				4,017.00 751810 542000	CUPA #17282 TAPIA FY 24-25			
					Permits and Fees			
			Invoice: IN0451605	LOS ANGELES COUNTY FIRE DEPT.	IN0451605		091024	5,623.00
				5,623.00 701001 552000	CUPA #15826 HQ FY 24-25			
					Permits and Fees			
CHECK 110683 TOTAL:								20,503.00
110684	09/10/2024	PRTD	2302 ODP BUSINESS SOLUTIONS LLC	379207459001	08/14/2024		091024	24.81
			Invoice: 379207459001					
				24.81 701410 620000	NAME SIGN			
					Forms, Supplies And Postage			
CHECK 110684 TOTAL:								24.81
110685	09/10/2024	PRTD	30458 PIONEER AMERICAS, LLC 10728	900454486	08/15/2024		091024	10,619.97
			Invoice: 900454486					
				10,619.97 751810 541014	4,944 GAL SODIUM HYPOCHLORITE			
					Sodium Hypochlorite			
			Invoice: 900454187	PIONEER AMERICAS, LLC 10728	900454187		091024	10,611.38
					4,940 GAL SODIUM HYPOCHLORITE			

A/P CASH DISBURSEMENTS JOURNAL

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
				543.03 130100 540520				Telephone
				7,961.25 701420 540520				Telephone
				140.77 101300 540520				Telephone
				90.06 751820 540520				Telephone
							CHECK 110690 TOTAL:	10,400.80
110691	09/10/2024	PRTD	30692 TRIO EVENT RENTALS	229781303	08/27/2024		091024	451.90
			Invoice: 229781303				CHAIR & TABLE RENTAL 10/1-10/3/24	
			451.90 701430 681500				Empl Recognition Functions	
							CHECK 110691 TOTAL:	451.90
110692	09/10/2024	PRTD	30536 UNIVAR SOLUTIONS INC.	52343774	08/19/2024		091024	9,195.78
			Invoice: 52343774				43,520 LBS SODIUM BISULFITE	
			9,195.78 751810 541011				Sodium Bisulfite	
							CHECK 110692 TOTAL:	9,195.78
110693	09/10/2024	PRTD	7370 VALIN CORPORATION	3671664	08/15/2024		091024	595.92
			Invoice: 3671664				ELECTRICAL SUPPLIES	
			595.92 751820 551000				Supplies/Material	
							CHECK 110693 TOTAL:	595.92
110694	09/10/2024	PRTD	2780 VALLEY NEWS GROUP	8-8	08/08/2024		091024	250.00
			Invoice: 8-8				DISPLAY AD - WATERSMART 8/8/24	
			250.00 101900 660400				Public Education Programs	
			Invoice: 8-22				08/23/2024	091024
			250.00 101900 660400				DISPLAY AD - IRRIGATION UPGRADE 8/22/24	250.00
							Public Education Programs	
							CHECK 110694 TOTAL:	500.00
110695	09/10/2024	PRTD	30645 VITAL COATINGS INC	264A	07/25/2024		091024	8,900.00
			Invoice: 264A				POTABLE SYSTEMS COATING 8/5/24	
			8,900.00 301440 900000				Capital Asset Expenses	
			Invoice: 267A				08/08/2024	091024
			1,300.00 301440 900000				EXTERIOR DOORS & VENT LOUVERS 3 SPRING P/S 7/25/24	1,300.00
							Capital Asset Expenses	
			Invoice: 266A				08/08/2024	091024
			17,850.00 301440 900000				SVC & COATING 3 SPRINGS P/S 7/25/24	17,850.00
							Capital Asset Expenses	

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC									
							CHECK 110695 TOTAL:	28,050.00	
110696	09/10/2024	PRTD	3035 VWR SCIENTIFIC	8816849134	08/16/2024		091024	35.88	
			Invoice: 8816849134						
				35.88 701341 551000					
							CHECK 110696 TOTAL:	35.88	
110697	09/10/2024	PRTD	3025 WATER & SANITATION SRV./VENTURA C	2830672	08/28/2024		091024	31,319.08	
			Invoice: 2830672						
				31,319.08 101001 510500					
							CHECK 110697 TOTAL:	31,319.08	
110698	09/10/2024	PRTD	30527 WORLDWIDE EXPRESS	2408039346	08/07/2024		091024	17.99	
			Invoice: 2408039346						
				17.99 701410 620000					
							CHECK 110698 TOTAL:	17.99	
NUMBER OF CHECKS 33								*** CASH ACCOUNT TOTAL ***	363,369.79
				COUNT		AMOUNT			
TOTAL PRINTED CHECKS				31		342,800.31			
TOTAL EFT'S				2		20,569.48			
*** GRAND TOTAL ***								363,369.79	

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2025	3	106													
APP	101-200000		09/10/2024	091024	091024	Accounts Payable								56,403.15	
						AP CASH DISBURSEMENTS JOURNAL									
APP	999-100100		09/10/2024	091024	091024	Cash-General									363,369.79
						AP CASH DISBURSEMENTS JOURNAL									
APP	701-200000		09/10/2024	091024	091024	Accounts Payable								66,551.10	
						AP CASH DISBURSEMENTS JOURNAL									
APP	130-200000		09/10/2024	091024	091024	Accounts Payable								3,676.22	
						AP CASH DISBURSEMENTS JOURNAL									
APP	751-200000		09/10/2024	091024	091024	Accounts Payable								44,114.32	
						AP CASH DISBURSEMENTS JOURNAL									
APP	754-200000		09/10/2024	091024	091024	Accounts Payable								12,708.00	
						AP CASH DISBURSEMENTS JOURNAL									
APP	301-200000		09/10/2024	091024	091024	Accounts Payable								179,917.00	
						AP CASH DISBURSEMENTS JOURNAL									
						GENERAL LEDGER TOTAL								363,369.79	363,369.79
APP	999-201010		09/10/2024	091024	091024	Due to/Due Frm Potable Wtr Ops								56,403.15	
						Cash-General									56,403.15
APP	101-100100		09/10/2024	091024	091024	Due to/Due FromInternal Svs								66,551.10	
						Cash-General									66,551.10
APP	999-207010		09/10/2024	091024	091024	Due to/Due FrmSanitation Ops								3,676.22	
						Cash-General									3,676.22
APP	999-201300		09/10/2024	091024	091024	Due to/Due FromJPA Operations								44,114.32	
						Cash-General									44,114.32
APP	751-100100		09/10/2024	091024	091024	Due to/Due FromJPA Replacement								12,708.00	
						Cash-General									12,708.00
APP	999-207540		09/10/2024	091024	091024	Due to/Due FrmPotable Wtr Repl								179,917.00	
						Cash-General									179,917.00
APP	754-100100		09/10/2024	091024	091024	SYSTEM GENERATED ENTRIES TOTAL								363,369.79	363,369.79
						JOURNAL 2025/03/106 TOTAL								726,739.58	726,739.58

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101 Potable Water Operations 101-100100 101-200000	2025 3	106	09/10/2024	Cash-General Accounts Payable	56,403.15	56,403.15
FUND TOTAL					56,403.15	56,403.15
130 Sanitation Operations 130-100100 130-200000	2025 3	106	09/10/2024	Cash-General Accounts Payable	3,676.22	3,676.22
FUND TOTAL					3,676.22	3,676.22
301 Potable Wtr Replacement Fund 301-100100 301-200000	2025 3	106	09/10/2024	Cash-General Accounts Payable	179,917.00	179,917.00
FUND TOTAL					179,917.00	179,917.00
701 Internal Service Fund 701-100100 701-200000	2025 3	106	09/10/2024	Cash-General Accounts Payable	66,551.10	66,551.10
FUND TOTAL					66,551.10	66,551.10
751 JPA Operations 751-100100 751-200000	2025 3	106	09/10/2024	Cash-General Accounts Payable	44,114.32	44,114.32
FUND TOTAL					44,114.32	44,114.32
754 JPA Replacement 754-100100 754-200000	2025 3	106	09/10/2024	Cash-General Accounts Payable	12,708.00	12,708.00
FUND TOTAL					12,708.00	12,708.00
999 Pooled Cash 999-100100 999-201010 999-201300 999-203010 999-207010 999-207510 999-207540	2025 3	106	09/10/2024	Cash-General Due to/Due Frm Potable Wtr Ops Due to/Due Frm Sanitation Ops Due to/Due Frm Potable wtr Repl Due to/Due From Internal Svs Due to/Due From JPA Operations Due to/Due From JPA Replacement	56,403.15 3,676.22 179,917.00 66,551.10 44,114.32 12,708.00	363,369.79
FUND TOTAL					363,369.79	363,369.79

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		56,403.15
130	Sanitation Operations		3,676.22
301	Potable Wtr Replacement Fund		179,917.00
701	Internal Service Fund		66,551.10
751	JPA Operations		44,114.32
754	JPA Replacement		12,708.00
999	Pooled Cash		
		363,369.79	
	TOTAL	363,369.79	363,369.79

** END OF REPORT - Generated by Thieu Chau **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC									
110699	09/10/2024	PRTD	6733 LOS ANGELES COUNTY SHERIFF'S DEPA	SMALL CLAIM A	08/27/2024		091024A	50.00	
Invoice: SMALL CLAIM A									
				50.00 101	117041		RAKON BRANCHE - SMALL CLAIM Lindero Dr & Mainmast Dr		
							CHECK	110699 TOTAL:	50.00
110700	09/10/2024	PRTD	6733 LOS ANGELES COUNTY SHERIFF'S DEPA	SMALL CLAIM B	08/27/2024		091024A	50.00	
Invoice: SMALL CLAIM B									
				50.00 101	117046		SHEHROZ NADIM AKRAM - SMALL CLAIM 28501 Canwood St. Agoura		
							CHECK	110700 TOTAL:	50.00
110701	09/10/2024	PRTD	6733 LOS ANGELES COUNTY SHERIFF'S DEPA	SMALL CLAIM C	08/27/2024		091024A	50.00	
Invoice: SMALL CLAIM C									
				50.00 101	117055		ALMA HERRERA - SMALL CLAIM 25020 Mulholland Hwy		
							CHECK	110701 TOTAL:	50.00
				NUMBER OF CHECKS	3	*** CASH ACCOUNT TOTAL ***		150.00	
				TOTAL PRINTED CHECKS		COUNT	AMOUNT		
						3	150.00		
							*** GRAND TOTAL ***	150.00	

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
					EFF	DATE				LINE	DESC				
2025	3	109													
APP	101-200000				09/10/2024	091024A	091024			Accounts Payable				150.00	
										AP CASH DISBURSEMENTS JOURNAL					
APP	999-100100				09/10/2024	091024A	091024			Cash-General					150.00
										AP CASH DISBURSEMENTS JOURNAL					
										GENERAL LEDGER TOTAL				150.00	150.00
APP	999-201010				09/10/2024	091024A	091024			Due to/Due Frm Potable Wtr Ops				150.00	
APP	101-100100				09/10/2024	091024A	091024			Cash-General					150.00
										SYSTEM GENERATED ENTRIES TOTAL				150.00	150.00
										JOURNAL 2025/03/109 TOTAL				300.00	300.00

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101	Potable Water Operations	2025	3	109	09/10/2024			
	101-100100					Cash-General		150.00
	101-200000					Accounts Payable	150.00	
						FUND TOTAL	150.00	150.00
999	Pooled Cash	2025	3	109	09/10/2024			
	999-100100					Cash-General		150.00
	999-201010					Due to/Due Frm Potable Wtr Ops	150.00	
						FUND TOTAL	150.00	150.00

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		150.00
999	Pooled Cash	150.00	
	TOTAL	150.00	150.00

** END OF REPORT - Generated by Thieu Chau **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC			
	Invoice: 8-28-24			1,400.00 751840 651600	09/01/2024		306 TOTAL:	3,500.00
					VIDEO SRV - JPA MTGS AUGUST 2024			
					Other Professional Serv			
307	09/17/2024	EFT	30670 SYRUS DEVERS ADVOCACY LLC	1069	09/01/2024		091724	6,500.00
	Invoice: 1069			6,500.00 751840 651600	09/01/2024		091724	6,500.00
					CLIENT SVCS AUGUST 2024			
					Other Professional Serv			
							307 TOTAL:	6,500.00
308	09/17/2024	PRTD	2317 STRICKBINE PUBLISHING, INC	2024-107545	08/23/2024		091724	580.00
	Invoice: 2024-107545			580.00 101900 660400	08/23/2024		091724	580.00
					1/4 DISPLAY ADD - WQR 2024 8/23/24			
					Public Education Programs			
							308 TOTAL:	580.00
309	09/17/2024	PRTD	2814 MCMaster-CARR SUPPLY CO	32760017	09/04/2024		091724	173.86
	Invoice: 32760017			173.86 751820 551000	09/04/2024		091724	173.86
					ELECTRICAL SUPPLIES			
					Supplies/Material			
	Invoice: 32174450		MCMaster-CARR SUPPLY CO	32174450	08/22/2024		091724	435.99
				435.99 751820 551000	08/22/2024		091724	435.99
					ELECTRICAL SUPPLIES			
					Supplies/Material			
	Invoice: 32268421		MCMaster-CARR SUPPLY CO	32268421	08/23/2024		091724	3,781.55
				3,781.55 751810 551000	08/23/2024		091724	3,781.55
					FACILITIES SUPPLIES			
					Supplies/Material			
							309 TOTAL:	4,391.40
310	09/17/2024	PRTD	7770 AUTOMATIONDIRECT.COM	16853944	08/19/2024		091724	89.79
	Invoice: 16853944			89.79 101600 551000	08/19/2024		091724	89.79
					ELECTRICAL SUPPLIES			
					Supplies/Material			
							310 TOTAL:	89.79
311	09/17/2024	PRTD	9067 AUSTIN-MAC, INC.	33129	07/12/2024	2240018	091724	127,876.00
	Invoice: 33129			127,876.00 751820 551000	07/12/2024	2240018	091724	127,876.00
					CONVEYOR SCREW NO. 2			
					Supplies/Material			
							311 TOTAL:	127,876.00
312	09/17/2024	PRTD	18914 WECK LABORATORIES, INC.	W4H1428	08/22/2024		091724	196.52
	Invoice: W4H1428			196.52 101600 571520	08/22/2024		091724	196.52
					WESTLAKE ONLINE (QUARTERLY)			
					Other Laboratory Serv			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
Invoice: W4H1535			WECK LABORATORIES, INC.	W4H1535	08/23/2024		091724	115.40
				115.40 101600 571520	WESTLAKE RESERVOIR - TTHM (MONTHLY) Other Laboratory Serv			
Invoice: W4H1534			WECK LABORATORIES, INC.	W4H1534	08/23/2024		091724	111.96
				111.96 751750 571520	PW SAMPLING WEEKLY Other Laboratory Serv			
						CHECK	312 TOTAL:	423.88
313 09/17/2024 PRTD			CINTAS CORPORATION NO. 3	4201918803	08/14/2024		091724	269.68
Invoice: 4201918803				109.32 751810 551000 160.36 701999 731600	AUGUST 2024 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms			
Invoice: 4202633650			CINTAS CORPORATION NO. 3	4202633650	08/21/2024		091724	269.68
				109.32 751810 551000 160.36 701999 731600	AUGUST 2024 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms			
Invoice: 4202473175			CINTAS CORPORATION NO. 3	4202473175	08/20/2024		091724	93.56
				29.47 101600 551000 64.09 701999 731600	AUGUST 2024 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms			
Invoice: 4201760838			CINTAS CORPORATION NO. 3	4201760838	08/13/2024		091724	79.81
				15.72 101600 551000 64.09 701999 731600	AUGUST 2024 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms			
Invoice: 4202787610			CINTAS CORPORATION NO. 3	4202787610	08/22/2024		091724	170.37
				83.66 751820 551000 86.71 701999 731600	AUGUST 2024 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms			
Invoice: 4202072409			CINTAS CORPORATION NO. 3	4202072409	08/15/2024		091724	170.37
				83.66 751820 551000 86.71 701999 731600	AUGUST 2024 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms			
						CHECK	313 TOTAL:	1,053.47
110702 09/17/2024 PRTD			DAVID SARAF	27093	06/18/2024		091724	250.00
Invoice: 27093				250.00 701224 551500	BEE REMOVAL 3700 LAS VIRGENES RD Outside Services			
Invoice: 27237			DAVID SARAF	27237	07/16/2024		091724	275.00
				275.00 701224 551500	BEE REMOVAL 29020 AGOURA RD Outside Services			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
Invoice: 27076			DAVID SARAF	27076	06/14/2024		091724	195.00
		195.00		701224 551500	BEE REMOVAL 24728-38	MUREAU RD		
					Outside Services			
Invoice: 27251			DAVID SARAF	27251	07/19/2024		091724	350.00
		350.00		701224 551500	3700 LAS VIRGENES RD			
					Outside Services			
Invoice: 27077			DAVID SARAF	27077	06/14/2024		091724	195.00
		195.00		701224 551500	BEE REMOVAL 23832-23998	PARK BELMONTE		
					Outside Services			
					CHECK		110702 TOTAL:	1,265.00
110703	09/17/2024	PRTD	19269 ACC BUSINESS	242276875	08/27/2024		091724	1,019.17
			Invoice: 242276875		INTERNET SVCS 7/11-8/10/24			
		101.92		101600 540520	Telephone			
		101.92		751820 540520	Telephone			
		305.75		751810 540520	Telephone			
		254.79		701001 540520	Telephone			
		254.79		701002 540520	Telephone			
					CHECK		110703 TOTAL:	1,019.17
110704	09/17/2024	PRTD	30485 ADS CORP	22085-0824	08/17/2024		091724	3,486.00
			Invoice: 22085-0824		SEWER FLOW MONITORING AUGUST 2024			
		871.50		130100 551500	Outside Services			
		2,614.50		751800 551500	Outside Services			
					CHECK		110704 TOTAL:	3,486.00
110705	09/17/2024	PRTD	20389 AIRGAS SPECIALTY PRODUCTS	9153080987	08/23/2024		091724	6,900.28
			Invoice: 9153080987		29,820 LB AMMONIUM HYDROXIDE			
		6,900.28		751810 541013	Aqua Ammonia			
					CHECK		110705 TOTAL:	6,900.28
110706	09/17/2024	PRTD	30729 AMAZON CAPITAL SERVICES, INC.	1XYJ-9XDV-JWMX	08/23/2024		091724	22.03
			Invoice: 1XYJ-9XDV-JWMX		ANTIFREEZE			
		22.03		701325 551000	Supplies/Material			
					CHECK		110706 TOTAL:	22.03
110707	09/17/2024	PRTD	30711 ANIMAL & INSECT PEST MANAGEMENT I	12348D	08/31/2024		091724	1,701.50
			Invoice: 12348D		AUGUST 2024 PEST CONTROL SRV			
		485.50		701001 551500	Outside Services			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC			
				158.75 751820	551500			
				624.50 751810	551500			
				57.75 101100	551500			
				39.50 101100	551500			
				335.50 101600	551500			
						CHECK	110707 TOTAL:	1,701.50
110708	09/17/2024	PRTD	30083 AQUATIC GARDENS LLC	14288	08/29/2024		091724	260.00
			Invoice: 14288					
				260.00 701001	551500		POND MAINT AUGUST 2024 Outside Services	
						CHECK	110708 TOTAL:	260.00
110709	09/17/2024	PRTD	5625 ASSOC. OF WATER AGENCIES OF VENTU	06-15761	06/20/2024		091724	120.00
			Invoice: 06-15761					
				120.00 701112	601000		4 REG - WATERWISE BFAST 6/20/24 Directors' Conference Exp	
						CHECK	110709 TOTAL:	120.00
110710	09/17/2024	PRTD	20698 BATTERIES PLUS	P75326175	08/22/2024		091724	42.94
			Invoice: P75326175					
				42.94 751810	551000		BATTERIES Supplies/Material	
						CHECK	110710 TOTAL:	42.94
110711	09/17/2024	PRTD	30535 BETTER BUSINESS PLANNING, INC	382475	08/26/2024		091724	1.50
			Invoice: 382475					
				1.50 701430	622000		ADMIN DATA FEED SEPTEMBER 2024 Outside Services	
			Invoice: 382474					
				90.00 701430	622000		08/26/2024 COBRA ADMIN SEPTEMBER 2024 Outside Services	90.00
			Invoice: 382472					
				243.33 701430	622000		08/26/2024 FSA DEBIT CARD SEPTEMBER 2024 Outside Services	243.33
						CHECK	110711 TOTAL:	334.83
110712	09/17/2024	PRTD	18071 BLUE DIAMOND MATERIALS	3771115	08/01/2024		091724	467.19
			Invoice: 3771115					
				467.19 101700	551000		5.02 TONS AC 1/2 FINE Supplies/Material	
			Invoice: 3771112					
				451.03 101700	551000		08/01/2024 3.95 TONS AC 3/8 FINE Supplies/Material	451.03

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
110718	09/17/2024	PRTD	18441 EMPLOYEE RELATIONS NETWORK	97710	08/31/2024		091724	198.79
			Invoice: 97710					
				198.79 701430 681000	EE BACKGROUND CHECKS Recruitment Expense			
					CHECK		110718 TOTAL:	198.79
110719	09/17/2024	PRTD	2660 FISHER SCIENTIFIC	5027073	08/30/2024		091724	223.34
			Invoice: 5027073					
				223.34 701341 551000	LAURYL TRYPTOSE BROTH 500G Supplies/Material			
					CHECK		110719 TOTAL:	223.34
110720	09/17/2024	PRTD	30780 FLOW SCIENCE INCORPORATED	9534	09/03/2024		091724	1,750.00
			Invoice: 9534					
				1,750.00 754440 900000	HYDRODYNAMIC MLDNG/ANLYS AUGUST 2024 Capital Asset Expenses			
					CHECK		110720 TOTAL:	1,750.00
110721	09/17/2024	PRTD	6770 G.I. INDUSTRIES	3126824-0283-8	09/01/2024		091724	111.12
			Invoice: 3126824-0283-8					
				111.12 751830 551000	DISP RLV FARM SEPTEMBER 2024 Supplies/Material			
			Invoice: 0049581-0283-4					
			G.I. INDUSTRIES	0049581-0283-4	09/01/2024		091724	861.52
			Invoice: 0049581-0283-4					
				861.52 751810 551800	DISP TAPIA SEPTEMBER 2024 Building Maintenance			
			G.I. INDUSTRIES	3126823-0283-0	09/01/2024		091724	111.12
			Invoice: 3126823-0283-0					
				111.12 751820 551800	DISP RLV FARM SEPTEMBER 2024 Building Maintenance			
			G.I. INDUSTRIES	3126825-0283-5	09/01/2024		091724	920.89
			Invoice: 3126825-0283-5					
				303.89 701001 551500 617.00 701002 551500	DISP HQ & SHOP SEPTEMBER 2024 Outside Services Outside Services			
			G.I. INDUSTRIES	2560898-0283-7	09/01/2024		091724	228.25
			Invoice: 2560898-0283-7					
				228.25 101600 551800	DISP WLK SEPTEMBER 2024 Building Maintenance			
					CHECK		110721 TOTAL:	2,232.90
110722	09/17/2024	PRTD	2701 GRAINGER	9235734853	09/03/2024		091724	517.28
			Invoice: 9235734853					
				517.28 101900 572500	BRAZING ROD Genl Supplies/Small Tools			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC	
							CHECK 110722 TOTAL:	517.28
110723	09/17/2024	PRTD	21133 H2O INNOVATION USA, INC.	CD142127	08/30/2024	2240000	091724	1,100.00
			Invoice: CD142127				INTELOGX SPRT AUGUST 2024	
				1,100.00	701420	621500	System Support and Maintenance	
							CHECK 110723 TOTAL:	1,100.00
110724	09/17/2024	PRTD	18646 HDR ENGINEERING, INC.	1200649752	08/29/2024		091724	31,424.56
			Invoice: 1200649752				PW PIPELINE REHAB & RPLCMNT STUDY 6/30-7/27/24	
				31,424.56	301440	900000	Capital Asset Expenses	
							CHECK 110724 TOTAL:	31,424.56
110725	09/17/2024	PRTD	20823 INVOICE CLOUD INC.	964-2024_8	08/31/2024		091724	10,475.16
			Invoice: 964-2024_8				INVOICE CLOUD FEES AUGUST 2024	
				10,475.16	701221	622000	Outside Services	
							CHECK 110725 TOTAL:	10,475.16
110726	09/17/2024	PRTD	2547 LOS ANGELES COUNTY SANITATION DIS	48892/083124	08/31/2024		091724	907.82
			Invoice: 48892/083124				TAPIA GRIT HAULING AUGUST 2024	
				907.82	751810	541500	Outside Services	
							CHECK 110726 TOTAL:	907.82
110727	09/17/2024	PRTD	3038 LARRY WALKER & ASSOC	00532.04-13	08/15/2024		091724	9,278.75
			Invoice: 00532.04-13				RW ENG REPORT UPDATE SVCS 6/1-7/31/24	
				9,278.75	102100	551500	Outside Services	
							CHECK 110727 TOTAL:	9,278.75
110728	09/17/2024	PRTD	2793 LISTER RENTS INC	169540.1.3	08/31/2024		091724	313.72
			Invoice: 169540.1.3				CONCRETE MIXER RENTAL & SLURRY	
				313.72	101700	551000	Supplies/Material	
							CHECK 110728 TOTAL:	313.72
110729	09/17/2024	PRTD	20973 MERRIMAC ENERGY GROUP	2233517	08/22/2024		091724	26,613.42
			Invoice: 2233517				7,424 GAL UNLEADED FUEL	
				26,613.42	701325	551010	Fuel	
							CHECK 110729 TOTAL:	26,613.42

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
110739	09/17/2024	PRTD	4440 SOUTHWEST CHLORINATION, INC.	7101	08/24/2024		091724	525.00
			Invoice: 7101					
				525.00 101700 541500				
							CHLORINE INJECTION OF 30" PIPEL CALLEGUAS INTERTIE Outside Services	
							CHECK 110739 TOTAL:	525.00
110740	09/17/2024	PRTD	20648 STANTEC CONSULTING SERVICES INC.	2279992	09/03/2024		091724	1,011.92
			Invoice: 2279992					
				1,011.92 701420 621500				
							FAMS SUBSCRIPTION 8/6-9/3/24 System Support and Maintenance	
							CHECK 110740 TOTAL:	1,011.92
110741	09/17/2024	PRTD	21137 TESLA, INC.	34034836	08/03/2024		091724	20,986.12
			Invoice: 34034836					
				10,493.06 751127 540510 10,493.06 751128 540510				
							RW P/S JULY 2024 SOLAR 199,864.840 KH Energy Energy	
							CHECK 110741 TOTAL:	20,986.12
110742	09/17/2024	PRTD	21599 THE ROVISYS COMPANY	96150	09/04/2024		091724	2,572.50
			Invoice: 96150					
				2,572.50 701420 651600				
							SCADA SYST SUPPORT AUGUST 2024 Other Professional Serv	
							CHECK 110742 TOTAL:	2,572.50
110743	09/17/2024	PRTD	19135 TRANSUNION RISK AND ALTERNATIVE D	974571-202408-1	09/01/2024		091724	160.00
			Invoice: 974571-202408-1					
				160.00 701221 620000				
							SSN VERIFICATION SVC AUGUST 2024 Forms, Supplies And Postage	
							CHECK 110743 TOTAL:	160.00
110744	09/17/2024	PRTD	30067 TREEPEOPLE INC.	20240901	09/03/2024		091724	500.00
			Invoice: 20240901					
				500.00 101800 541500				
							AUGUST 2024 NATIVE GARDEN KITS Outside Services	
							CHECK 110744 TOTAL:	500.00
110745	09/17/2024	PRTD	30159 TRILLIUM HOLDCO LLC	301089	08/23/2024		091724	45,059.03
			Invoice: 301089					
				45,059.03 751101 540510				
							ELEC CHARGES SOLAR JULY 2024 Energy	
							CHECK 110745 TOTAL:	45,059.03

A/P CASH DISBURSEMENTS JOURNAL

NUMBER OF CHECKS 63 *** CASH ACCOUNT TOTAL *** 1,935,986.44

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	56	1,908,196.25
TOTAL EFT'S	7	27,790.19

*** GRAND TOTAL *** 1,935,986.44

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2025	3	218													
APP	751-200000		09/17/2024	091724	091724						Accounts Payable			368,426.72	
											AP CASH DISBURSEMENTS JOURNAL				
APP	999-100100		09/17/2024	091724	091724						Cash-General				1,935,986.44
											AP CASH DISBURSEMENTS JOURNAL				
APP	701-200000		09/17/2024	091724	091724						Accounts Payable			61,438.35	
											AP CASH DISBURSEMENTS JOURNAL				
APP	101-200000		09/17/2024	091724	091724						Accounts Payable			23,194.42	
											AP CASH DISBURSEMENTS JOURNAL				
APP	754-200000		09/17/2024	091724	091724						Accounts Payable			1,441,352.14	
											AP CASH DISBURSEMENTS JOURNAL				
APP	130-200000		09/17/2024	091724	091724						Accounts Payable			871.50	
											AP CASH DISBURSEMENTS JOURNAL				
APP	301-200000		09/17/2024	091724	091724						Accounts Payable			31,424.56	
											AP CASH DISBURSEMENTS JOURNAL				
APP	102-200000		09/17/2024	091724	091724						Accounts Payable			9,278.75	
											AP CASH DISBURSEMENTS JOURNAL				
											GENERAL LEDGER TOTAL			1,935,986.44	1,935,986.44
APP	999-207510		09/17/2024	091724	091724						Due to/Due FromJPA Operations			368,426.72	
											Cash-General				368,426.72
APP	751-100100		09/17/2024	091724	091724						Due to/Due FromInternal Svcs			61,438.35	
											Cash-General				61,438.35
APP	701-100100		09/17/2024	091724	091724						Due to/Due Frm Potable Wtr Ops			23,194.42	
											Cash-General				23,194.42
APP	999-201010		09/17/2024	091724	091724						Due to/Due FromJPA Replacement			1,441,352.14	
											Cash-General				1,441,352.14
APP	754-100100		09/17/2024	091724	091724						Due to/Due FrmSanitation Ops			871.50	
											Cash-General				871.50
APP	130-100100		09/17/2024	091724	091724						Due to/Due FrmPotable Wtr Repl			31,424.56	
											Cash-General				31,424.56
APP	301-100100		09/17/2024	091724	091724						Due to/Due Frm Recl Wtr Ops			9,278.75	
											Cash-General				9,278.75
APP	999-201020		09/17/2024	091724	091724										
APP	102-100100														

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
	09/17/2024	091724	091724			SYSTEM GENERATED ENTRIES TOTAL			1,935,986.44	1,935,986.44
						JOURNAL 2025/03/218 TOTAL			3,871,972.88	3,871,972.88

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101 Potable Water Operations 101-100100 101-200000	2025 3	218	09/17/2024	Cash-General		23,194.42
				Accounts Payable	23,194.42	
				FUND TOTAL	23,194.42	23,194.42
102 Recycled Water Operations 102-100100 102-200000	2025 3	218	09/17/2024	Cash-General		9,278.75
				Accounts Payable	9,278.75	
				FUND TOTAL	9,278.75	9,278.75
130 Sanitation Operations 130-100100 130-200000	2025 3	218	09/17/2024	Cash-General		871.50
				Accounts Payable	871.50	
				FUND TOTAL	871.50	871.50
301 Potable Wtr Replacement Fund 301-100100 301-200000	2025 3	218	09/17/2024	Cash-General		31,424.56
				Accounts Payable	31,424.56	
				FUND TOTAL	31,424.56	31,424.56
701 Internal Service Fund 701-100100 701-200000	2025 3	218	09/17/2024	Cash-General		61,438.35
				Accounts Payable	61,438.35	
				FUND TOTAL	61,438.35	61,438.35
751 JPA Operations 751-100100 751-200000	2025 3	218	09/17/2024	Cash-General		368,426.72
				Accounts Payable	368,426.72	
				FUND TOTAL	368,426.72	368,426.72
754 JPA Replacement 754-100100 754-200000	2025 3	218	09/17/2024	Cash-General		1,441,352.14
				Accounts Payable	1,441,352.14	
				FUND TOTAL	1,441,352.14	1,441,352.14
999 Pooled Cash 999-100100 999-201010 999-201020 999-201300 999-203010 999-207010	2025 3	218	09/17/2024	Cash-General		1,935,986.44
				Due to/Due Frm Potable Wtr Ops	23,194.42	
				Due to/Due Frm Recl Wtr Ops	9,278.75	
				Due to/Due Frm Sanitation Ops	871.50	
				Due to/Due Frm Potable Wtr Repl	31,424.56	
				Due to/Due From Internal Svs	61,438.35	

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
999-207510				Due to/Due FromJPA Operations	368,426.72	
999-207540				Due to/Due FromJPA Replacement	1,441,352.14	
				FUND TOTAL	1,935,986.44	1,935,986.44

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		23,194.42
102	Recycled Water Operations		9,278.75
130	Sanitation Operations		871.50
301	Potable Wtr Replacement Fund		31,424.56
701	Internal Service Fund		61,438.35
751	JPA Operations		368,426.72
754	JPA Replacement		1,441,352.14
999	Pooled Cash		
		1,935,986.44	
TOTAL		1,935,986.44	1,935,986.44

** END OF REPORT - Generated by Thieu Chau **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
315	09/24/2024	EFT	2654 FAMCON PIPE	S100134091.001	08/19/2024	2250034	092424	32,542.68
			Invoice: S100134091.001					
				32,542.68	701	132000		
			FAMCON PIPE	S100134091.002	08/28/2024	2250034	092424	27,893.72
			Invoice: S100134091.002					
				27,893.72	701	132000		
							CHECK	315 TOTAL:
								60,436.40
316	09/24/2024	EFT	21659 ONTARIO REFRIGERATION SERVICE, IN GW32590M		09/02/2024		092424	610.00
			Invoice: GW32590M					
				610.00	101100	551500		
			ONTARIO REFRIGERATION SERVICE, IN GW32589M		09/02/2024		092424	422.00
			Invoice: GW32589M					
				422.00	101100	551500		
							CHECK	316 TOTAL:
								1,032.00
317	09/24/2024	EFT	18983 POWERFLO PRODUCTS, INC.	63788-24	08/21/2024		092424	2,084.52
			Invoice: 63788-24					
				2,084.52	751810	551000		
							CHECK	317 TOTAL:
								2,084.52
318	09/24/2024	EFT	20950 TERRAVERDE ENERGY LLC	2074	08/31/2024		092424	1,062.50
			Invoice: 2074					
				1,062.50	751840	651600		
							CHECK	318 TOTAL:
								1,062.50
319	09/24/2024	EFT	17645 TORO ENTERPRISES INC.	18131	08/31/2024		092424	50,086.84
			Invoice: 18131					
				50,086.84	101700	551500		
			TORO ENTERPRISES INC.	17966	07/31/2024		092424	251,088.79
			Invoice: 17966					
				251,088.79	101700	551500		
							CHECK	319 TOTAL:
								301,175.63
320	09/24/2024	EFT	20935 US METRO GROUP, INC.	109074	08/31/2024		092424	14,712.82
			Invoice: 109074					
				7,043.42	701001	551500		
				3,042.59	701002	551500		
				232.79	101600	551800		

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
				INVOICE DTL DESC				
Invoice: W4H1532				859.66 751810 571520	005			
					EFFLUENT (SEMI-ANNUAL)			
					Other Laboratory Serv			
Invoice: W4H1930			WECK LABORATORIES, INC.	W4H1930	08/28/2024		092424	20.99
				20.99 101300 571520	FWC			
					GENERAL PHYSICALS			
					Other Laboratory Serv			
					CHECK		325 TOTAL:	2,605.31
110752	09/24/2024	PRTD	17077 AECOM USA, INC.	2000919517	08/07/2024		092424	2,302.75
			Invoice: 2000919517		P/E	7/12/24	DSGN SRV-TAPIA EFFLNT	
				2,302.75 754440 900000	Capital Asset Expenses			
					CHECK		110752 TOTAL:	2,302.75
110753	09/24/2024	PRTD	20389 AIRGAS SPECIALTY PRODUCTS	9153114968	08/26/2024		092424	1,839.67
			Invoice: 9153114968		7,740 LB AMMONIUM HYDROXIDE			
				1,839.67 101600 541000	Supplies/Material			
					CHECK		110753 TOTAL:	1,839.67
110754	09/24/2024	PRTD	3077 AIRGAS USA, LLC	5510720348	08/31/2024		092424	372.28
			Invoice: 5510720348		CYLINDER RENTAL AUGUST 2024			
				372.28 701002 551500	Outside Services			
					CHECK		110754 TOTAL:	372.28
110755	09/24/2024	PRTD	30461 ALTERNATIVE HOSE INC.	6092734	08/28/2024	2250038	092424	1,077.86
			Invoice: 6092734		JIC FITTINGS			
				1,077.86 701 132000	Storeroom & Truck Inventory			
					CHECK		110755 TOTAL:	1,077.86
110756	09/24/2024	PRTD	30729 AMAZON CAPITAL SERVICES, INC.	1WQD-1749-6L9N	09/04/2024		092424	22.44
			Invoice: 1WQD-1749-6L9N		BUSINESS MODEL BOOK			
				22.44 701410 620000	Forms, Supplies And Postage			
Invoice: 1JMK-97R1-CXQV			AMAZON CAPITAL SERVICES, INC.	1JMK-97R1-CXQV	08/28/2024		092424	20.02
				20.02 751820 551000	HDMI CABLE			
					Supplies/Material			
Invoice: 16FV-CKW4-9PGP			AMAZON CAPITAL SERVICES, INC.	16FV-CKW4-9PGP	09/05/2024		092424	54.72
				54.72 701230 620000	PORTABLE HEATER			
					Forms, Supplies And Postage			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
							CHECK 110756 TOTAL:	97.18
110757	09/24/2024	PRTD	30285 ARION GLOBAL INC	24426	09/09/2024		092424	2,288.78
			Invoice: 24426				HAZERDOUS WASTE DISPOSAL 8/26/24	
				2,288.78	701341	551500	Outside Services	
							CHECK 110757 TOTAL:	2,288.78
110758	09/24/2024	PRTD	16253 AT&T MOBILITY	992789332x09112024	09/03/2024		092424	2,689.31
			Invoice: 992789332x09112024				WIRELESS SRV 8/4-9/3/24 ACT#992789332	
				43.23	101300	540520	Telephone	
				103.36	701221	540520	Telephone	
				98.20	701222	540520	Telephone	
				518.76	701224	540520	Telephone	
				43.23	701230	540520	Telephone	
				97.01	701320	540520	Telephone	
				383.86	701321	540520	Telephone	
				43.23	701322	540520	Telephone	
				86.46	701326	540520	Telephone	
				63.24	701330	540520	Telephone	
				862.24	701331	540520	Telephone	
				161.41	701420	540520	Telephone	
				141.85	751810	540520	Telephone	
				43.23	751820	540520	Telephone	
							CHECK 110758 TOTAL:	2,689.31
110759	09/24/2024	PRTD	17273 CALI USA ACOUSTICS, INC.	13753	08/30/2024		092424	2,980.00
			Invoice: 13753				INSTALL ACOUSTICAL CEILING	
				2,980.00	751820	551500	Outside Services	
							CHECK 110759 TOTAL:	2,980.00
110760	09/24/2024	PRTD	2516 CALIFORNIA ASSOC. OF SANI AGENCIE	8106	04/10/2024		092424	1,520.00
			Invoice: 8106				CASA STATEWIDE GROUP STUDY	
				1,520.00	751810	571510	Special Studies	
							CHECK 110760 TOTAL:	1,520.00
110761	09/24/2024	PRTD	2510 CALTROL, INC	CD99178284	05/10/2023		092424	469.33
			Invoice: CD99178284				SLEEVE/BUSHING	
				469.33	101600	551000	Supplies/Material	
							CHECK 110761 TOTAL:	469.33

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
110762	09/24/2024	PRTD	30286 CALIFORNIA ENVIRONMENTAL EDUCATIO	2024/CEEF	09/16/2024		092424	5,000.00
			Invoice: 2024/CEEF	5,000.00 701230 660200	2024 CEEF SPONSORSHIP School Education Programs			
					CHECK	110762	TOTAL:	5,000.00
110763	09/24/2024	PRTD	2536 CITY OF LOS ANGELES	WP250000012	09/05/2024		092424	103,157.14
			Invoice: WP250000012	103,157.14 130100 574000	ASSFC EL CANON FY2023-24 Purch Svc-City Of LA			
					CHECK	110763	TOTAL:	103,157.14
110764	09/24/2024	PRTD	30654 CLIENTFIRST TECHNOLOGY CONSULTING	17130	08/31/2024		092424	1,185.00
			Invoice: 17130	1,185.00 701420 651600	AUGUST 2024 IT MASTER PLAN Other Professional Serv			
					CHECK	110764	TOTAL:	1,185.00
110765	09/24/2024	PRTD	5256 CMTA	300003905	09/14/2024		092424	110.00
			Invoice: 300003905	110.00 701440 710500	MEMBERSHIP DUES FY24-25 J.CORTEZ Dues, Subsc & Memberships			
					CHECK	110765	TOTAL:	110.00
110766	09/24/2024	PRTD	2554 COASTLINE EQUIPMENT	1163366	08/29/2024		092424	1,256.22
			Invoice: 1163366	1,256.22 701325 551500	UPGRADE COMPUTER ON #925 Outside Services			
			Invoice: 1163248					
			COASTLINE EQUIPMENT	1163248	08/29/2024		092424	1,256.22
				1,256.22 751820 551500	UPGRADE COMPUTER ON #709 Outside Services			
					CHECK	110766	TOTAL:	2,512.44
110767	09/24/2024	PRTD	3382 CSMFO	200024249	09/16/2024		092424	45.00
			Invoice: 200024249	45.00 701440 683000	REG. CSMFO CHAPTER MEETING T.CHAU 9/26/24 Training & Professional Devel			
					CHECK	110767	TOTAL:	45.00
110768	09/24/2024	PRTD	30920 DAWAT-E-HADIYAH AMERICA CORP. SOL	063261/090624	09/06/2024		092424	191.34
			Invoice: 063261/090624	191.34 101 230500	REFUND ON CLOSED ACCT#0000341094-063261 Deposit Refd Clearing-Billing			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
							CHECK 110768 TOTAL:	191.34
110769	09/24/2024	PRTD	11330 DIAL SECURITY	477556	09/01/2024		092424	1,258.22
			Invoice: 477556		SEPTEMBER 2024 MONTHLY SVCS			
				15.90 751820	551800		Building Maintenance	
				37.10 751820	551800		Building Maintenance	
				37.10 751830	551500		Outside Services	
				37.10 101600	551800		Building Maintenance	
				132.50 101600	551800		Building Maintenance	
				74.41 701001	551500		Outside Services	
				81.41 701001	551500		Outside Services	
				376.30 701001	551500		Outside Services	
				120.84 701002	551500		Outside Services	
				58.30 751750	551500		Outside Services	
				287.26 751810	551800		Building Maintenance	
							CHECK 110769 TOTAL:	1,258.22
110770	09/24/2024	PRTD	7257 DIRECTV, INC.	017818825X240913	09/13/2024		092424	8.00
			Invoice: 017818825X240913		TV ACCESS FEE 9/12-10/11/24			
				8.00 751820	551500		Outside Services	
			Invoice: 015016309X240911		09/11/2024		092424	22.25
			DIRECTV, INC.	015016309X240911	TV ACCESS FEE 9/10-10/9/24			
				22.25 701001	551500		Outside Services	
			Invoice: 013810616X240906		09/06/2024		092424	8.00
			DIRECTV, INC.	013810616X240906	TV ACCESS FEE 9/5-10/4/24			
				8.00 101600	551500		Outside Services	
			Invoice: 017819005X240916		09/16/2024		092424	22.25
			DIRECTV, INC.	017819005X240916	TV ACCESS FEE 9/15-10/14/24			
				22.25 751810	551500		Outside Services	
							CHECK 110770 TOTAL:	60.50
110771	09/24/2024	PRTD	2638 ENVIRONMENTAL RESOURCE ASSOCIATES	088368	08/28/2024		092424	218.24
			Invoice: 088368		RESIDUAL CHLORINE			
				218.24 701341	552000		Permits and Fees	
							CHECK 110771 TOTAL:	218.24
110772	09/24/2024	PRTD	6770 G.I. INDUSTRIES	0050004-0283-3	09/16/2024		092424	700.97
			Invoice: 0050004-0283-3		DISP TAPIA RAGS 9/1-9/15/24			
				700.97 751810	541500		Outside Services	

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC	
							CHECK 110772 TOTAL:	700.97
110773	09/24/2024	PRTD	30916 ICC CODIFICATION, INC	PG000037703	08/29/2024		092424	3,925.00
			Invoice: PG000037703	3,925.00 701112 651600	EMIGRATE CODIFICATION			
					Other Professional Serv			
			Invoice: GCI0015334	250.00 701112 651600	ICC CODIFICATION, INC		092424	250.00
					TRACKBACK SET UP FEE			
					Other Professional Serv			
							CHECK 110773 TOTAL:	4,175.00
110774	09/24/2024	PRTD	2677 GOVERNMENT FINANCE OFFICERS ASSOC	3161160	09/17/2024		092424	420.00
			Invoice: 3161160	420.00 701440 683000	REG. ACFR PREP TRAINING J. CORTEZ		9/23-9/25/24	
					Training & Professional Devel			
							CHECK 110774 TOTAL:	420.00
110775	09/24/2024	PRTD	2701 GRAINGER	9221482053	08/19/2024		092424	75.26
			Invoice: 9221482053	75.26 751820 551000	FACILITY SUPPLIES			
					Supplies/Material			
			Invoice: 9217812651	147.83 701321 572500	GRAINGER		092424	147.83
					DRILLS			
					Genl Supplies/Small Tools			
							CHECK 110775 TOTAL:	223.09
110776	09/24/2024	PRTD	2705 HACH COMPANY	14169675	08/30/2024		092424	2,579.65
			Invoice: 14169675	2,579.65 101600 541000	WESTLAKE SUPPLIES			
					Supplies/Material			
							CHECK 110776 TOTAL:	2,579.65
110777	09/24/2024	PRTD	4785 MUELLER CO., LLC	65441077	03/17/2022		092424	2,753.93
			Invoice: 65441077	2,753.93 751810 551000	PO#22200091 TAPIA GATE		GEAR OPERATOR	
					Supplies/Material			
							CHECK 110777 TOTAL:	2,753.93
110778	09/24/2024	PRTD	10102 INFOSEND INC.	270445	08/30/2024		092424	19,626.60
			Invoice: 270445	19,626.60 701221 622000	7/30-8/28/24 BILL PAYMENT MAILING			
					Outside Services			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
							CHECK 110778 TOTAL:	19,626.60
110779	09/24/2024	PRTD	2611 LA DWP	5038501000/091324	09/13/2024		092424	45.48
			Invoice: 5038501000/091324		RECTIFIER 8/14-9/13/24			
				45.48 101700 540510	Energy			
			LA DWP	8756980000/091324	09/13/2024		092424	13,225.69
			Invoice: 8756980000/091324		TWIN LAKES P/S 8/13-9/12/24			
				13,225.69 101106 540510	Energy			
			LA DWP	0176980000/091224	09/12/2024		092424	51.17
			Invoice: 0176980000/091224		RECTIFIER 8/13-9/12/24			
				51.17 101700 540510	Energy			
CHECK 110779 TOTAL:								
13,322.34								
110780	09/24/2024	PRTD	2789 LIEBERT CASSIDY WHITMORE	274704	07/31/2024		092424	180.00
			Invoice: 274704		LEGAL SERVICES			
				180.00 701430 650000	Legal Services			
			LIEBERT CASSIDY WHITMORE	274705	07/31/2024		092424	585.00
			Invoice: 274705		LEGAL SERVICES			
				585.00 701430 650000	Legal Services			
			LIEBERT CASSIDY WHITMORE	276486	08/31/2024		092424	4,716.00
			Invoice: 276486		LEGAL SERVICES			
				4,716.00 701430 650000	Legal Services			
			LIEBERT CASSIDY WHITMORE	276475	08/31/2024		092424	540.00
			Invoice: 276475		LEGAL SERVICES			
				540.00 701430 650000	Legal Services			
			LIEBERT CASSIDY WHITMORE	276457	08/31/2024		092424	180.00
			Invoice: 276457		LEGAL SERVICES			
				180.00 701430 650000	Legal Services			
			LIEBERT CASSIDY WHITMORE	275561	08/31/2024		092424	1,637.50
			Invoice: 275561		LEGAL SERVICES			
				1,637.50 701430 650000	Legal Services			
CHECK 110780 TOTAL:								
7,838.50								
110781	09/24/2024	PRTD	30919 LUCILLE GOLDIN	020588/090624	09/06/2024		092424	181.43
			Invoice: 020588/090624		REFUND ON CLOSED ACCT#0000850460-020588			
				181.43 101 230500	Deposit Refd Clearing-Billing			
CHECK 110781 TOTAL:								
181.43								

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
110787	09/24/2024	PRTD	30621 RINGCENTRAL, INC.	CD_000905315	09/02/2024		092424	861.40
			Invoice: CD_000905315	861.40 701420 621500	CONTACT CENTER SEPTEMBER 2024 System Support and Maintenance			
					CHECK		110787 TOTAL:	861.40
110788	09/24/2024	PRTD	30921 ROBIN MOVICH	060736/090624	09/06/2024		092424	58.05
			Invoice: 060736/090624	58.05 101 230500	REFUND ON CLOSED ACCT#0002160484-060736 Deposit Refd Clearing-Billing			
					CHECK		110788 TOTAL:	58.05
110789	09/24/2024	PRTD	9259 ROCK N ROLL-OFF, INC	454379	09/05/2024		092424	1,178.31
			Invoice: 454379	1,178.31 751820 551500	20 YD P/U 9/5/24 Outside Services			
					CHECK		110789 TOTAL:	1,178.31
110790	09/24/2024	PRTD	20124 RON'S PORTABLE WELDING	6988	09/09/2024		092424	375.00
			Invoice: 6988	375.00 101700 551500	WELDING SVCS 9/9/24 Outside Services			
			Invoice: 6999	782.13 101700 551500	RON'S PORTABLE WELDING WELDING SVCS 9/8/24 Outside Services			
					CHECK		110790 TOTAL:	1,157.13
110791	09/24/2024	PRTD	4586 ROYAL INDUSTRIAL SOLUTIONS	9009-1050093	08/27/2024		092424	495.15
			Invoice: 9009-1050093	495.15 101100 551000	ELECTRICAL SUPPLIES Supplies/Material			
			Invoice: 9009-1050233	2,425.74 101100 551000	ROYAL INDUSTRIAL SOLUTIONS ELECTRICAL SUPPLIES Supplies/Material			
			Invoice: 9009-1050005	393.60 751810 551000	ROYAL INDUSTRIAL SOLUTIONS ELECTRICAL SUPPLIES Supplies/Material			
					CHECK		110791 TOTAL:	3,314.49
110792	09/24/2024	PRTD	30843 RS AMERICAS, INC.	9019808241	09/04/2024		092424	88.81
			Invoice: 9019808241	88.81 701326 551000	ELECTRICAL SUPPLIES Supplies/Material			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
							CHECK 110792 TOTAL:	88.81
110793	09/24/2024	PRTD	2952 SHI INTERNATIONAL CORP	B18736284	08/26/2024	2250037	092424	77,710.09
				77,710.09 301440 900000			DELL VM SERVER Capital Asset Expenses	
							CHECK 110793 TOTAL:	77,710.09
110794	09/24/2024	PRTD	2956 SOUTH COAST AIR QUALITY MGMT DIST	4406234	08/16/2024		092424	10,151.80
				10,151.80 751810 542000			ID#20457 ICE FY24-25 Permits and Fees	
							08/16/2024	165.96
			SOUTH COAST AIR QUALITY MGMT DIST	4407490			ID#20457 FLAT FEE FY24-25 Permits and Fees	
				165.96 751810 542000			CHECK 110794 TOTAL:	10,317.76
110795	09/24/2024	PRTD	30117 SOUTHERN CALIFORNIA NEWS GROUP	0000598756	08/31/2024		092424	15,772.72
				15,772.72 101900 660400			DIGITAL AD - AUGUST 2024 Public Education Programs	
							CHECK 110795 TOTAL:	15,772.72
110796	09/24/2024	PRTD	20412 STERICYCLE, INC.	8008320503	08/31/2024		092424	217.91
				217.91 701121 623500			AUGUST 2024 DOC SHREDDING Records Management	
							CHECK 110796 TOTAL:	217.91
110797	09/24/2024	PRTD	30666 STRADLING YOCCA CARLSON & RAUTH	410607	09/16/2024		092424	1,785.00
				1,785.00 754440 900000			BOND COUNSEL AUGUST 2024 (WIFIA LOAN) Capital Asset Expenses	
							CHECK 110797 TOTAL:	1,785.00
110798	09/24/2024	PRTD	21295 VERTICAL ELEVATOR SOLUTIONS, INC.	14340	09/01/2024		092424	290.00
				145.00 701001 551500			AUGUST 2024 ELEVATOR SRV Outside Services	
				145.00 701002 551500			Outside Services	
							CHECK 110798 TOTAL:	290.00

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC									
110799	09/24/2024	PRTD	3035 VWR SCIENTIFIC	8816962467	08/29/2024		092424	25.02	
	Invoice: 8816962467			25.02 701341 551000	SULFURIC ACID Supplies/Material				
	Invoice: 8817007954		VWR SCIENTIFIC	8817007954	09/04/2024		092424	263.40	
				263.40 751810 541000	STIR MAGNETIC DIG Supplies/Material				
							CHECK	110799 TOTAL:	288.42
110800	09/24/2024	PRTD	21634 WATERSMART SOFTWARE, INC	3611	08/29/2024		092424	19,360.08	
	Invoice: 3611			19,360.08 701220 622000	EMAIL & PRINT WATER REPORTS Outside Services				
							CHECK	110800 TOTAL:	19,360.08
110801	09/24/2024	PRTD	30635 WESTERN A/V	21428	08/23/2024		092424	4,943.66	
	Invoice: 21428			4,943.66 301440 900000	BOARDROOM AUDIO & VISUAL UPGRD Capital Asset Expenses				
							CHECK	110801 TOTAL:	4,943.66
				NUMBER OF CHECKS	61	*** CASH ACCOUNT TOTAL ***		755,064.36	
				TOTAL PRINTED CHECKS	COUNT	AMOUNT			
				TOTAL EFT'S	54	360,960.79			
					7	394,103.57			
							*** GRAND TOTAL ***	755,064.36	

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2025	3	299													
APP	701-200000			09/24/2024	092424		092424				Accounts Payable			141,175.13	
											AP CASH DISBURSEMENTS JOURNAL				
APP	999-100100			09/24/2024	092424		092424				Cash-General				755,064.36
											AP CASH DISBURSEMENTS JOURNAL				
APP	101-200000			09/24/2024	092424		092424				Accounts Payable			367,909.34	
											AP CASH DISBURSEMENTS JOURNAL				
APP	751-200000			09/24/2024	092424		092424				Accounts Payable			56,081.25	
											AP CASH DISBURSEMENTS JOURNAL				
APP	754-200000			09/24/2024	092424		092424				Accounts Payable			4,087.75	
											AP CASH DISBURSEMENTS JOURNAL				
APP	130-200000			09/24/2024	092424		092424				Accounts Payable			103,157.14	
											AP CASH DISBURSEMENTS JOURNAL				
APP	301-200000			09/24/2024	092424		092424				Accounts Payable			82,653.75	
											AP CASH DISBURSEMENTS JOURNAL				
											GENERAL LEDGER TOTAL			755,064.36	755,064.36
APP	999-207010			09/24/2024	092424		092424				Due to/Due FromInternal Svcs			141,175.13	
											Cash-General				141,175.13
APP	701-100100			09/24/2024	092424		092424				Due to/Due Frm Potable Wtr Ops			367,909.34	
											Cash-General				367,909.34
APP	999-201010			09/24/2024	092424		092424				Due to/Due FromJPA Operations			56,081.25	
											Cash-General				56,081.25
APP	999-207510			09/24/2024	092424		092424				Due to/Due FromJPA Replacement			4,087.75	
											Cash-General				4,087.75
APP	751-100100			09/24/2024	092424		092424				Due to/Due FrmSanitation Ops			103,157.14	
											Cash-General				103,157.14
APP	999-201300			09/24/2024	092424		092424				Due to/Due FrmPotable Wtr Repl			82,653.75	
											Cash-General				82,653.75
APP	130-100100			09/24/2024	092424		092424				Due to/Due FrmPotable Wtr Repl			82,653.75	
											Cash-General				82,653.75
APP	999-203010			09/24/2024	092424		092424				Due to/Due FrmPotable Wtr Repl			82,653.75	
											Cash-General				82,653.75
APP	301-100100			09/24/2024	092424		092424				Due to/Due FrmPotable Wtr Repl			82,653.75	
											Cash-General				82,653.75
											SYSTEM GENERATED ENTRIES TOTAL			755,064.36	755,064.36
											JOURNAL 2025/03/299 TOTAL			1,510,128.72	1,510,128.72

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101 Potable Water Operations 101-100100 101-200000	2025 3	299	09/24/2024	Cash-General Accounts Payable	367,909.34	367,909.34
FUND TOTAL					367,909.34	367,909.34
130 Sanitation Operations 130-100100 130-200000	2025 3	299	09/24/2024	Cash-General Accounts Payable	103,157.14	103,157.14
FUND TOTAL					103,157.14	103,157.14
301 Potable Wtr Replacement Fund 301-100100 301-200000	2025 3	299	09/24/2024	Cash-General Accounts Payable	82,653.75	82,653.75
FUND TOTAL					82,653.75	82,653.75
701 Internal Service Fund 701-100100 701-200000	2025 3	299	09/24/2024	Cash-General Accounts Payable	141,175.13	141,175.13
FUND TOTAL					141,175.13	141,175.13
751 JPA Operations 751-100100 751-200000	2025 3	299	09/24/2024	Cash-General Accounts Payable	56,081.25	56,081.25
FUND TOTAL					56,081.25	56,081.25
754 JPA Replacement 754-100100 754-200000	2025 3	299	09/24/2024	Cash-General Accounts Payable	4,087.75	4,087.75
FUND TOTAL					4,087.75	4,087.75
999 Pooled Cash 999-100100 999-201010 999-201300 999-203010 999-207010 999-207510 999-207540	2025 3	299	09/24/2024	Cash-General Due to/Due Frm Potable Wtr Ops Due to/Due Frm Sanitation Ops Due to/Due Frm Potable wtr Repl Due to/Due From Internal Svs Due to/Due From JPA Operations Due to/Due From JPA Replacement	367,909.34 103,157.14 82,653.75 141,175.13 56,081.25 4,087.75	755,064.36
FUND TOTAL					755,064.36	755,064.36

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		367,909.34
130	Sanitation Operations		103,157.14
301	Potable Wtr Replacement Fund		82,653.75
701	Internal Service Fund		141,175.13
751	JPA Operations		56,081.25
754	JPA Replacement		4,087.75
999	Pooled Cash		
		755,064.36	
TOTAL		755,064.36	755,064.36

** END OF REPORT - Generated by Thieu Chau **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

		INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC						
					CHECK 25056 TOTAL:	143.55
25057	09/17/2024	MANL 3352 LAS VIRGENES MUNICIPAL WATER DIST 5101452	08/28/2024		091724B	377.23
	Invoice: 5101452	377.23 101600 540540	WLK FLT 7/22-8/22/24 Water			
					CHECK 25057 TOTAL:	377.23
		NUMBER OF CHECKS	9	*** CASH ACCOUNT TOTAL ***		1,850.76
		TOTAL MANUAL CHECKS	COUNT	AMOUNT		
			9	1,850.76		
		*** GRAND TOTAL ***				1,850.76

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2025	3	228	APP	101-200000	09/17/2024	091724B	091724			Accounts Payable AP CASH DISBURSEMENTS JOURNAL			588.10	
			APP	999-100100	09/17/2024	091724B	091724			Cash-General AP CASH DISBURSEMENTS JOURNAL				1,850.76
			APP	701-200000	09/17/2024	091724B	091724			Accounts Payable AP CASH DISBURSEMENTS JOURNAL			1,190.10	
			APP	751-200000	09/17/2024	091724B	091724			Accounts Payable AP CASH DISBURSEMENTS JOURNAL			72.56	
												1,850.76	1,850.76	
												GENERAL LEDGER TOTAL		
			APP	999-201010	09/17/2024	091724B	091724			Due to/Due Frm Potable Wtr Ops			588.10	
			APP	101-100100	09/17/2024	091724B	091724			Cash-General				588.10
			APP	999-207010	09/17/2024	091724B	091724			Due to/Due FromInternal Svs			1,190.10	
			APP	701-100100	09/17/2024	091724B	091724			Cash-General				1,190.10
			APP	999-207510	09/17/2024	091724B	091724			Due to/Due FromJPA Operations			72.56	
			APP	751-100100	09/17/2024	091724B	091724			Cash-General				72.56
												1,850.76	1,850.76	
												SYSTEM GENERATED ENTRIES TOTAL		
												3,701.52	3,701.52	
												JOURNAL 2025/03/228 TOTAL		

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101 Potable Water Operations	2025	3	228	09/17/2024			
101-100100					Cash-General		588.10
101-200000					Accounts Payable	588.10	
					FUND TOTAL	588.10	588.10
701 Internal Service Fund	2025	3	228	09/17/2024			
701-100100					Cash-General		1,190.10
701-200000					Accounts Payable	1,190.10	
					FUND TOTAL	1,190.10	1,190.10
751 JPA Operations	2025	3	228	09/17/2024			
751-100100					Cash-General		72.56
751-200000					Accounts Payable	72.56	
					FUND TOTAL	72.56	72.56
999 Pooled Cash	2025	3	228	09/17/2024			
999-100100					Cash-General		1,850.76
999-201010					Due to/Due Frm Potable Wtr Ops	588.10	
999-207010					Due to/Due FromInternal Sys	1,190.10	
999-207510					Due to/Due FromJPA Operations	72.56	
					FUND TOTAL	1,850.76	1,850.76

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FR
101 Potable Water Operations		588.10
701 Internal Service Fund		1,190.10
751 JPA Operations		72.56
999 Pooled Cash		
	1,850.76	
	TOTAL	1,850.76

** END OF REPORT - Generated by Thieu Chau **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
25058	09/17/2024	MANL	30658 WELLS FARGO BANK	AUGUST 2024	09/10/2024		091724D	2,098.38
Invoice: AUGUST 2024								
				2,098.38	101001	862500	WFB CLIENT ANALYSIS FEE AUGUST 2024 Other Non-Operating Expense	
							CHECK 25058 TOTAL:	2,098.38
NUMBER OF CHECKS					1	*** CASH ACCOUNT TOTAL ***		2,098.38
						COUNT	AMOUNT	
TOTAL MANUAL CHECKS						1	2,098.38	
							*** GRAND TOTAL ***	2,098.38

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025	3	230	APP	101-200000	09/17/2024	091724D	091724			Accounts Payable		2,098.38	
										AP CASH DISBURSEMENTS JOURNAL			
			APP	999-100100	09/17/2024	091724D	091724			Cash-General			2,098.38
										AP CASH DISBURSEMENTS JOURNAL			
										GENERAL LEDGER TOTAL		2,098.38	2,098.38
			APP	999-201010	09/17/2024	091724D	091724			Due to/Due Frm Potable Wtr Ops		2,098.38	
			APP	101-100100	09/17/2024	091724D	091724			Cash-General			2,098.38
										SYSTEM GENERATED ENTRIES TOTAL		2,098.38	2,098.38
										JOURNAL 2025/03/230 TOTAL		4,196.76	4,196.76

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101	Potable Water Operations	2025	3	230	09/17/2024			
	101-100100					Cash-General		2,098.38
	101-200000					Accounts Payable	2,098.38	
						FUND TOTAL	2,098.38	2,098.38
999	Pooled Cash	2025	3	230	09/17/2024			
	999-100100					Cash-General		2,098.38
	999-201010					Due to/Due Frm Potable Wtr Ops	2,098.38	
						FUND TOTAL	2,098.38	2,098.38

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		2,098.38
999	Pooled Cash	2,098.38	
	TOTAL	2,098.38	2,098.38

** END OF REPORT - Generated by Thieu Chau **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
294	09/17/2024	WIRE	2964 CA ST TREAS. BOE	97-817885/083124	08/31/2024		091724A	4,038.00
			Invoice: 97-817885/083124				97-817885 USE-TAX 08/01/24-08/31/24, PRE-PYMT#2	
				4,038.08	751	206000	Use Tax Liability	
				-.08	701999	862500	Other Non-Operating Expense	
							CHECK 294 TOTAL:	4,038.00
				NUMBER OF CHECKS	1		*** CASH ACCOUNT TOTAL ***	4,038.00
				TOTAL WIRE TRANSFERS		COUNT	AMOUNT	
						1	4,038.00	
							*** GRAND TOTAL ***	4,038.00

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025	3	226	APP	751-200000	09/17/2024	091724A	091724			Accounts Payable		4,038.08	
										AP CASH DISBURSEMENTS JOURNAL			
										Cash-General			4,038.08
										AP CASH DISBURSEMENTS JOURNAL			
										Accounts Payable			.08
										AP CASH DISBURSEMENTS JOURNAL			
										Cash-General		.08	
										AP CASH DISBURSEMENTS JOURNAL			
										GENERAL LEDGER TOTAL		4,038.16	4,038.16
										Due to/Due FromJPA Operations		4,038.08	
										Cash-General			4,038.08
										Due to/Due FromInternal Svs			.08
										Cash-General		.08	
										SYSTEM GENERATED ENTRIES TOTAL		4,038.16	4,038.16
										JOURNAL 2025/03/226 TOTAL		8,076.32	8,076.32

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
701	Internal Service Fund	2025	3	226	09/17/2024			
	701-100100					Cash-General	.08	
	701-200000					Accounts Payable		.08
						FUND TOTAL	.08	.08
751	JPA Operations	2025	3	226	09/17/2024			
	751-100100					Cash-General		4,038.08
	751-200000					Accounts Payable	4,038.08	
						FUND TOTAL	4,038.08	4,038.08
999	Pooled Cash	2025	3	226	09/17/2024			
	999-100100					Cash-General	.08	
	999-100100					Cash-General		4,038.08
	999-207010					Due to/Due From Internal Sys		.08
	999-207510					Due to/Due From JPA Operations	4,038.08	
						FUND TOTAL	4,038.16	4,038.16

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
701	Internal Service Fund		.08
751	JPA Operations		4,038.08
999	Pooled Cash		
	TOTAL	4,038.00	4,038.00

** END OF REPORT - Generated by Thieu Chau **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
299	09/17/2024	WIRE	20529 HR PERFORMANCE SOLUTIONS	INV-146078	07/20/2024		091724C	3,107.34
Invoice: INV-146078							PERFORMANCE PRO RENEWAL 10/1/24-9/30/25	
				3,107.34	701420	621500	System Support and Maintenance	
							CHECK 299 TOTAL:	3,107.34
NUMBER OF CHECKS					1	*** CASH ACCOUNT TOTAL ***		3,107.34
				TOTAL WIRE TRANSFERS	COUNT	AMOUNT		
					1	3,107.34		
							*** GRAND TOTAL ***	3,107.34

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2025	3	229													
APP	701-200000		09/17/2024	091724C	091724					Accounts Payable				3,107.34	
										AP CASH DISBURSEMENTS JOURNAL					
APP	999-100100		09/17/2024	091724C	091724					Cash-General					3,107.34
										AP CASH DISBURSEMENTS JOURNAL					
										GENERAL LEDGER TOTAL				3,107.34	3,107.34
APP	999-207010		09/17/2024	091724C	091724					Due to/Due FromInternal Svs				3,107.34	
APP	701-100100		09/17/2024	091724C	091724					Cash-General					3,107.34
										SYSTEM GENERATED ENTRIES TOTAL				3,107.34	3,107.34
										JOURNAL 2025/03/229			TOTAL	6,214.68	6,214.68

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
701	Internal Service Fund	2025	3	229	09/17/2024			
	701-100100					Cash-General		3,107.34
	701-200000					Accounts Payable	3,107.34	
						FUND TOTAL	3,107.34	3,107.34
999	Pooled Cash	2025	3	229	09/17/2024			
	999-100100					Cash-General		3,107.34
	999-207010					Due to/Due From Internal Svs	3,107.34	
						FUND TOTAL	3,107.34	3,107.34

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
701	Internal Service Fund		3,107.34
999	Pooled Cash		
	TOTAL	3,107.34	3,107.34

** END OF REPORT - Generated by Thieu Chau **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
300	09/24/2024	WIRE	3384 METROPOLITAN WATER DISTRICT OF S.	11594	09/10/2024		092424A	2,012,141.20
	Invoice: 11594				MWD PURCHASED WATER AUGUST 2024			
				1,808,263.20	101001	500200		
				40,040.00	101001	501200		
				163,838.00	101001	501000		
							Non-Interruptible Capacity Reservation Charge	
							Readiness To Serve	
							CHECK 300 TOTAL:	2,012,141.20
				NUMBER OF CHECKS	1		*** CASH ACCOUNT TOTAL ***	2,012,141.20
				TOTAL WIRE TRANSFERS			COUNT AMOUNT	
							1 2,012,141.20	
							*** GRAND TOTAL ***	2,012,141.20

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296tchau

YEAR PER	JNL	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
SRC	EFF	DATE	DATE					LINE	DESC				
2025	3		300										
APP 101-200000	09/24/2024	092424A	092424					Accounts Payable				2,012,141.20	
								AP CASH DISBURSEMENTS JOURNAL					
APP 999-100100	09/24/2024	092424A	092424					Cash-General					2,012,141.20
								AP CASH DISBURSEMENTS JOURNAL					
								GENERAL LEDGER TOTAL				2,012,141.20	2,012,141.20
APP 999-201010	09/24/2024	092424A	092424					Due to/Due Frm Potable Wtr Ops				2,012,141.20	
APP 101-100100	09/24/2024	092424A	092424					Cash-General					2,012,141.20
								SYSTEM GENERATED ENTRIES TOTAL				2,012,141.20	2,012,141.20
								JOURNAL 2025/03/300	TOTAL			4,024,282.40	4,024,282.40

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101	Potable Water Operations	2025	3	300	09/24/2024			
	101-100100					Cash-General		2,012,141.20
	101-200000					Accounts Payable	2,012,141.20	
						FUND TOTAL	2,012,141.20	2,012,141.20
999	Pooled Cash	2025	3	300	09/24/2024			
	999-100100					Cash-General		2,012,141.20
	999-201010					Due to/Due Frm Potable Wtr Ops	2,012,141.20	
						FUND TOTAL	2,012,141.20	2,012,141.20

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		2,012,141.20
999	Pooled Cash	2,012,141.20	
	TOTAL	2,012,141.20	2,012,141.20

** END OF REPORT - Generated by Thieu Chau **



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

INVOICE

Billed To:

Las Virgenes Municipal Water District



Service Address

4232 Las Virgenes Road
 Calabasas, CA 91302

August 2024	Page No. 1 of 1
Mailed: 09/10/2024	Due Date: 10/31/2024
Invoice Number: 11594	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	1,439.7
Total Water Untreated Delivered	

SALES	Type	Volume (AF)	Rate (\$ /AF)	Total (\$)
Full Service	Tier 1 Supply Rate	1,439.7	\$332.00	\$477,980.40
	System Access Rate	1,439.7	\$389.00	\$560,043.30
	System Power Rate	1,439.7	\$182.00	\$262,025.40
	Treatment Surcharge	1,439.7	\$353.00	\$508,214.10
SUBTOTAL				\$1,808,263.20

OTHER CHARGES AND CREDITS	Rate (\$ /AF)
Capacity Charge(Payment Schedule: M)	\$40,040.00
Readiness To Serve Charge(Payment Schedule: M)	\$163,838.00
SUBTOTAL	\$203,878.00

ADDITIONAL INFORMATION	Volume (AF)	Tier1 %	Peak Day	Flow (CFS)
Capacity Charge			8/5/2021	42.9
Purchase Order Firm Delivery To Date (Jan 2015 to Dec 2024)	175,148.9			
Tier 1 Annual Limit (For Current Calendar Year)	24,359.0			
Tier 1 YTD Deliveries (For Current Calendar Year)	8,811.5	36.2		
Tier 1 Current Month Deliveries	1,439.7			
Purchase Order Commitment (Jan 2015 to Dec 2024)	146,151.0			

INVOICE TOTAL

Volume AF	Amount Now Due
1,439.7	\$2,012,141.20

Note: Amount Due is based on highlighted fields



MWD

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

700 North Alameda Street
Los Angeles, CA, 90012-2944

INVOICE DETAIL

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.

IN ACCORDANCE WITH READINGS AND BILLING DATA LISTED BELOW

Agency Name	Invoice No.	Rev.	Bill Period	Page No.	Mailed On	Due On
Las Virgenes Municipal Water District	11594	0	August 2024	1 of 2	09-10-24	10-31-24

Meter No LV-01

Treated Domestic	Constant	Previous Reading	Current Reading	Volume (Cu. Ft.)	Rate Desc.
Chatsworth St. and Andora Ave.	100	23744141	23838085	9394400	Unbundled

--- DELIVERIES ---

	Rate Per AF	Volume AF	Amount
Tier 1 Supply Rate	332.00	215.7	71,612.40
System Access Rate	389.00	215.7	83,907.30
System Power Rate	182.00	215.7	39,257.40
Treatment Surcharge	353.00	215.7	76,142.10
Delivery Subtotal		215.7	270,919.20
LV-01 Total		215.7	270,919.20

Meter No LV-02

Treated Domestic	Constant	Previous Reading	Current Reading	Volume (Cu. Ft.)	Rate Desc.
Terminus of Calabasas Feeder	1,000	23860956	23910834	49878000	Unbundled

--- DELIVERIES ---

	Rate Per AF	Volume AF	Amount
Tier 1 Supply Rate	332.00	1,145.0	380,140.00
System Access Rate	389.00	1,145.0	445,405.00
System Power Rate	182.00	1,145.0	208,390.00
Treatment Surcharge	353.00	1,145.0	404,185.00
Delivery Subtotal		1,145.0	1,438,120.00
LV-02 Total		1,145.0	1,438,120.00

Meter No LV-03

Treated Domestic	Constant	Previous Reading	Current Reading	Volume (Cu. Ft.)	Rate Desc.
Chatsworth Park	10	97117675	97462013	3443380	Unbundled

--- DELIVERIES ---

	Rate Per AF	Volume AF	Amount
Tier 1 Supply Rate	332.00	79.0	26,228.00
System Access Rate	389.00	79.0	30,731.00
System Power Rate	182.00	79.0	14,378.00
Treatment Surcharge	353.00	79.0	27,887.00
Delivery Subtotal		79.0	99,224.00
LV-03 Total		79.0	99,224.00

--- OTHER CHARGES AND CREDITS ---

	Amount
Capacity Charge for current calendar year	40,040.00
Readiness to Serve Charge for current fiscal year	163,838.00

Agency Name	Invoice No.	Rev.	Bill Period	Page No.	Mailed On	Due On
Las Virgenes Municipal Water District	11594	0	August 2024	2 of 2	09-10-24	10-31-24

VOLUME TOTAL	INVOICE TOTAL
1,439.7	\$2,012,141.20

This invoice was printed on 9/10/2024 at 1:10:43PM



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

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

**SUMMARY OF PROGRAM DEMANDS BY WATER DESCRIPTION IN ACRE FEET
BASED ON HISTORICAL WATER DELIVERIES
INVOICE COVER SHEET
For the Fiscal Year 2024 - 2025**

LV - Las Virgenes Municipal Water District

DELIVERIES													
MWD Water	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Bal
Program: BASIC													
TREATED FULL SERVICE													
Subtotal	1,481.4	1,439.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2,921.1
BASIC Total	1,481.4	1,439.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2,921.1
MWD Water Total	1,481.4	1,439.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2,921.1

STORAGE - CYC															
Program: CYC Version: CC03 Impl_Code: 001															
	Begin Bal	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Bal	End Bal
Deliveries	546.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	546.4
Sales	(546.4)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	(546.4)
Adj/Losses	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0



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

MINUTES
REGULAR MEETING

9:00 AM

October 1, 2024

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Duane Bockelman.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **9:00 a.m.** by Board President Lewitt in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Gary Burns, Charles Caspary, Andy Coradeschi, Jay Lewitt, and Len Polan.

Absent: None

Staff Present: David Pedersen, General Manager
Joe McDermott, Assistant General Manager
Darrell Johnson, Director of Water Operations
Don Patterson, Director of Finance and Administration
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

Director Caspary moved to approve the agenda. Motion seconded by Director Polan. Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None
ABSENT: None

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

A List of Demands: October 1, 2024: Receive and file

B Minutes Regular Meeting of September 3, 2024: Approve

C Directors' Per Diem: August 2024:

Ratify.

D Annual Report: Records Review and Destruction

Authorize the destruction of records in accordance with the records retention schedule and Las Virgenes Municipal Water District Code.

E Monthly Cash and Investment Report: July 2024

Receive and file the Monthly Cash and Investment Report for July 2024.

F Proposed Insurance Provider Plan Renewals

Accept the proposals from MetLife, in the annual amount of \$99,708, for employee life insurance, accidental death/dismemberment (AD&D) insurance, and short- and long-term disability coverage with a two-year rate guarantee; and BBP Admin, in the annual amount of \$2,496, for employee flexible spending accounts.

G Travel Expense Policy Update: Adoption

Adopt the proposed update to the Travel Expense Policy

H Third Amendment to Joint Exercise of Powers Agreement

Approve a Third Amendment to the Joint Exercise of Powers Agreement for the Las Virgenes – Triunfo Public Financing Authority.

I GIS Software: Renewal of Small Utility Enterprise License Agreement

Authorize the General Manager to execute a three-year Small Utility Enterprise License Agreement with ESRI, Inc., at an annual cost of \$29,300, for the District's Geographical Information System software.

J Water Main Break at 5745 Parkmor Road: Continuation of Emergency Declaration

Approve the continuation of an emergency declaration due to a 12-inch water main break at 5745 Parkmor Road in the City of Calabasas.

Director Caspary moved to approve the Consent Calendar. Motion seconded by Director Polan. Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Association of Water Agencies of Ventura County Frontline Utility Worker of the Year

General Manager David Pedersen announced that Duane Bockelman, Senior Water Construction Specialist, was named the Association of Water Agencies of Ventura County Frontline Utility Worker of the Year. He and the Board presented the award to Mr. Bockelman.

B Association of Government Contact Center Professionals Award of Distinction

Joe McDermott, Assistant General Manager, announced that the District's Customer Service Division was awarded the 2024 Association of Government Contact Center Professionals (AGCCP) Award of Distinction. He noted that Ursula Bosson, Customer Service Manager, and Derek Krauss, Customer Service Office Supervisor, would attend the AGCCP Conference to provide a presentation and receive the award. The Board acknowledged Customer Service Division staff.

C Proclamation in Recognition of Water Professionals Appreciation Week

Director Coradeschi read the proclamation in recognition of Water Professionals Appreciation Week.

The Board recessed to a break for refreshments at 9:15 a.m. and reconvened at 9:25 a.m.

D MWD Representative Report

Board President Lewitt reported that MWD Interim General Manager Deven Upadhyay provided an update regarding the Sepulveda Feeder Pump Stations Project at the MWD Subcommittee on Pure Water Southern California and Regional Conveyance Meeting on September 24th. He noted that the report did not include that Southern California Edison

would need to construct a substation to pump water, and there were gaps in the timeline for the project's 2032 completion date. He stated that he and General Manager David Pedersen provided public comment at this meeting, and he reminded the Subcommittee that the MWD Board unanimously voted in support of this project. He responded to a question regarding the status of MWD General Manager Adel Hagekhalil's administrative leave by stating that the MWD Board would discuss in closed session at a future board meeting.

E Water Supply Conditions Update

Joe McDermott, Director of Engineering and External Affairs, noted that October 1st was the first day of the new water year. He reported that the Northern Sierra 8-Station Index Precipitation for the previous water year ended at 48.2 inches with a historical average 53.2 inches, which represented a 91 percent of the historical average. He noted that the wettest year occurred in 2016-17 with 94.7 inches precipitation in the Northern Sierra, which was the year that the Oroville Dam experienced damage to the spillway. He also noted 2022-23 ended at 66.6 inches precipitation in the Northern Sierra.

F Public Affairs and Communications Update

Steven Baird, Public Affairs Associate II, reported that Riki Clark, Public Affairs Associate II, provided a presentation at the WaterReuse California Conference regarding the Pure Water Demonstration Facility. He also reported that staff participated in Assemblywoman Jacqui Irwin's Safety Faire in the City of Thousand Oaks, and attended the Association of Water Agencies of Ventura County Policy Makers Reception at the Ronald Reagan Library, where pure beer was provided. He noted that staff would participate at the Reyes Adobe Days, Westlake Village Annual City Celebration, and Calabasas Pumpkin Festival, and at the Pure Beer Event at Tavern Tomoko and Ladyface Brewery on October 10th. He also reported that staff provided a presentation at MWD's California Public Information and Officer Work Group regarding the District's Irrigation Efficiency Retrofit Program. He noted that 150 District customers had scheduled irrigation survey requests to verify qualification for the program. He stated that commercial and industrial customers could also be targeted should there be additional funding available. He also reported that staff launched Season 2 of the Full Circle Podcast, which featured Andy Salveson and Adam Zacheis from the Pure Water Project Las Virgenes-Triunfo Design-Build Team. He also reported that the Fall Landscape Workshop Series began on September 21st with a Firescaping Workshop. He also reported that staff would promote *Water Professionals Appreciation Week*, participate in *Imagine a World without Water Day*, implement a strategic outreach plan for customers to enroll in text alerts, conduct public outreach to inform customers of work related to Capital Improvement Projects, and conduct outreach for upcoming site work for the Advanced Water Purification Facility. He noted that staff was working with WaterReuse regarding outreach for Direct Potable Reuse regulations, which became effective October 1st. He also provided an update regarding the plaque for the *Glen D. Peterson Board Room*, and work related to reviewing and updating the District's website content. He responded to questions regarding production of short videos for social media and providing updates to Mayors' offices, which they may include with their Mayors' updates.

6. TREASURER

Director Coradeschi stated that he reviewed the expenditures.

7. GENERAL MANAGER

A Approval of Proposed Changes for Unrepresented Employees: Management Handbook and Salaries

Approve the proposed updates to the Management Handbook, implement salary adjustments as of September 30, 2024, and authorize a cost of living adjustment effective January 1, 2025, based on the October-to-October change in the Consumer Price Index for All Urban Consumers, Los Angeles-Long Beach-Anaheim, with a minimum of 1.5 percent and a maximum of 4.5 percent.

General Manager David Pedersen presented the report.

Director Burns moved to approve Item 7A. Motion seconded by Director Caspary.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

B Support for Proposition 4: The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024

Express support for Proposition 4: The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024.

Jeremy Wolf, Legislative Program Manager, presented the report. He responded to questions regarding monitoring the bond, if approved by the voters, for funding allocations and timelines, and working with Calleguas Municipal Water District, the City of Thousand Oaks, and the County to apply for grants for the brine line.

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

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

8. EXTERNAL AFFAIRS

A Westlake Filtration Plant Landscaping Project: Award

Authorize the General Manager to execute a contractual services agreement with Urban Greening, in the amount of \$159,665.20, and reappropriate funding, in the amount of \$100,000 from CIP No. 10787, Fire Hardening-LVMWD Facilities, to CIP No. 10790, Woolsey Fire-Landscape Restoration, for the Westlake Filtration Plant Landscaping Project.

Alexa Hendricks, Resource Conservation Supervisor, presented the report.

Director Polan moved to approve Item 8A. Motion seconded by Director Burns.

General Manager David Pedersen responded to questions regarding settlement funds received from Southern California Edison to use towards landscape restoration.

Ms. Hendricks responded to questions regarding installation of California natives as planting materials based on fire zones, and production of videos so that customers may view the Westlake Filtration Plant demonstration garden.

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

9. WATER OPERATIONS

A John Deere Track Loader: Authorization of Purchase Order

Authorize the General Manager to issue a purchase order to Coastline Equipment, in the amount of \$213,420.40, for a 2024 John Deere 333P Track Loader.

Andy Arenas, Construction Supervisor, presented the report.

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

Mr. Arenas responded to questions regarding the capabilities of the track loader.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

10. NON-ACTION ITEMS

A Organization Reports

Board President Lewitt reported that he attended the Association of Water Agencies of Ventura County (AWAVC) Annual Policymakers Reception at the Ronald Reagan Library on September 19th.

B Director's Reports on Outside Meetings

Director Coradeschi reported that he attended the WateReuse California Conference on September 15th through 17th. He acknowledged Riki Clark, Public Affairs Associate II, for her presentation at the conference regarding the Pure Water Demonstration Facility.

Director Burns reported that he attended the California Special Districts Association Annual Conference September 9th through 13th, the WateReuse California Conference, and the AWAVC Annual Policymakers Reception.

Board President Lewitt reported that he also attended the WateReuse California Conference.

C General Manager Reports

(1) General Business

General Manager David Pedersen noted that the Board Room was updated with new carpeting and chairs, new paint, refaced dais, and cabinet removal. He stated that a new District logo and Mission and Vision Statements would be installed behind the dais, and new lettering would be installed at the entrance of the *Glen D. Peterson Board Room*. He acknowledged staff on their efforts in updating the Board Room. He reported that the Westlake Filtration Plant ended its run on September 26th. He also reported that staff would conduct pumping and flow testing in the Calleguas-Las Virgenes Interconnection, and an event would be planned to commemorate the completion of this project. He also reported that Direct Potable Reuse regulations became effective October 1st, and the District would issue a press release. He provided an update regarding District elections and noted that Director Len Polan would be reappointed in lieu of election for Division 4, and Randy Levine would be appointed in lieu of election for Division 1. He stated that their terms would begin on December 6th. He reminded the Board that nominations for Board President, Vice President, Secretary, Treasurer, and MWD Representative would take place at the December 17, 2024 Board Meeting, and the close of nominations and elections would take place at the January 7, 2025 Board Meeting. He noted that Board President Lewitt asked him to provide monthly updates regarding the Sepulveda Feeder Pumping Stations Project and OceanWell. He stated that staff would work with MWD regarding the items discussed at the September 24th Subcommittee on Pure Water Southern California and Regional Conveyance Meeting, including the 2032 Sepulveda Feeder Pumping Stations Project completion date and steps leading up to the project completion to ensure that this project remains a top priority. He stated that two of the next steps included completion of conceptual studies to upgrade the pumping facility to 160 cubic feet per second (CFS) pumping capacity, and increased electrical power capabilities at Southern California Edison and the City of Los Angeles locations. He also

provided an update regarding the partnership with OceanWell for a deep ocean desalination project and the installation of a pilot unit at Las Virgenes Reservoir tentatively scheduled in November. He stated that another element of this partnership was working with a coalition of water agencies for the onshore portion of the proposed full scale installation in the ocean, which would bring purified desalinated water to the shoreline. He noted that a study was needed to explore the existing conveyance and distribution network in order to move this water from the shoreline to the end users. He stated that an item would be brought back at the next Board meeting for the Board to consider a reimbursement agreement for this study. He noted that Kubota Company had expressed interest in a potential partnership and funding role. He responded to a question regarding the possibility of installing dewatering infrastructure in the Calleguas-Las Virgenes Interconnection as a source of raw water feed for the Advanced Water Purification Facility by stating that staff would follow-up on the possibility of diverting this water into the sewer system. He also responded to a question regarding the status of the Sepulveda Feeder Pumping Stations Project by stating that the MWD Board awarded a design-build contract for this project. He also responded to a question regarding whether groundwater was found and the depth of rocks at the Advanced Water Purification Facility site by stating that he did not expect there would be high groundwater due to the slope at the site; however, it was expected that rock would be encountered. He also responded to questions regarding alternative energy alternatives for OceanWell's onshore and offshore installation, and the status of a water conveyance opportunity with Waterworks District 29.

General Manager David Pedersen reminded the Board regarding the Pure Beer Tasting event scheduled on October 10th at Tavern Tomoko/Ladyface Brewery, and Las Virgenes-Triunfo Public Finance Authority and Joint Powers Authority meetings on October 7th beginning at 4:45 p.m.

(2) Follow-Up Items

None.

D Directors' Comments

Director Caspary reported that the Santa Monica Bay Restoration Commission Governing Board Meeting would be held on October 10th, where they would consider a resolution to support adding the Commission as an advisory member to the Steering Committee for the County's Clean Safe Water Program, and a resolution to support the City of Los Angeles's Comprehensive Plastics Reduction Program..

11. FUTURE AGENDA ITEMS

None.

12. PUBLIC COMMENTS

None.

13. CLOSED SESSION

A Conference with District Counsel – Anticipated Litigation (Government Code Section 54956.9(d)(2)): One Item

Tort Claim by Jennifer Hardy

B Conference with Labor Negotiators (Government Code Section 54956.6)

Agency Designated Representatives: David W. Pedersen, General Manager; and Donald Patterson, Director of Finance and Administration

Employee Organizations: Supervisor, Professional, and Confidential Employees Association Unit; and General and Office Units represented by the Service Employees International Union Local 721

The Board recessed to Closed Session at **11:04 a.m.** and reconvened to Open Session at **12:02 p.m.**

Keith Lemieux, District Counsel, reported that the Board met in Closed Session and denied the tort claim by Jennifer Hardy by a vote of 5-0 for Item 13A, and there was no reportable action for Item 13B, Labor Negotiations with the Supervisor, Professional, and Confidential Employees Association Unit, and General and Office Units represented by the Service Employees International Union Local 721.

14. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **12:03 p.m.**

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

ATTEST:

Gary Burns, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)

October 2, 2024

To: Payroll

From: David W. Pedersen
General Manager

DocuSigned by:
David W. Pedersen
12C6BE2E4EC44E2...

RE: Per Diem Request – September 2024

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

On January 16, 2024, the Board adopted Ordinance No. 286, amending the per diem rate to \$245.

	<u>Director</u>	<u>No. of Meetings</u>	<u>Rate</u>	<u>Total</u>
22040	Gary Burns	10	\$245.00	\$2,450.00
8014	Charles Caspary	1	\$245.00	\$245.00
22039	Andy Coradeschi	9	\$245.00	\$2,205.00
19447	Jay Lewitt LVMWD* – 9 MWD** – 5	14	\$245.00	\$3,430.00
18856	Leonard Polan	5	\$245.00	\$1,225.00

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

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

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT



To: Josie Guzman, Clerk of the Board Director's Name: Charles Caspary
 Month of: Sep-24 Division: 1

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

Date(s)	# of Days Claimed			Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹	Total		MWD	LVMWD	
9/3/2024	0		0	N		X	Calleguas - Las Virgenes PFA
9/3/2024	1		1	N		X	LVMWD Board Meeting
9/3/2024	0		0	N		X	LV-TWSD Board Meeting
TOTAL			1				

Date Submitted: 9/26/2024
 Director Signature: Charles Caspary via email

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

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT



To: Josie Guzman, Clerk of the Board

Director's Name: Jay Lewitt

Month of: September 2024

Division: 5

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

Date(s)	# of Days Claimed			Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹	Total		MWD	LVMWD	
9.3.24			1			X	LVMWD board meeting
9.4.24			1		X		Met Climate Change Zoom
9.5.24		X	1	Y		X	AWA board meeting
9.5.24			0		X		Met Northern Caucus Zoom
9.6.24		x	1	Y		X	AWA Reagan planning committee meeting
9.9.24		X	1		X		Met Committee Meetings
9.10.24		X	1		X		Met Board Meeting
9.11.24			1		X		Met Operations Zoom
9.13.24			1			X	LVMWD Pipeline tour
9.15-9.17.24	X	X	3	Y		X	California Water Re-Use Garden Grove
9.16.24			1		X		Met Ad Hoc Committee Zoom
9.18.24			1			X	ACWA Federal Affairs Committee meeting zoom
9.19.24		x	1	Y		X	AWA Reagan Library event
TOTAL			14				

Date Submitted: 9.27.24

Jay Lewitt

Director Signature: _____

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



DATE: October 15, 2024
TO: Board of Directors
FROM: Finance and Administration

SUBJECT: Approval of Memorandum of Understanding with Supervisor, Professional and Confidential Unit: October 12, 2024 through December 31, 2027

SUMMARY:

Contract negotiations between the District and its Supervisor, Professional and Confidential (SPC) Unit have concluded with a tentative agreement that was accepted by the Unit's members. Attached are redlined and clean copies of the proposed Memorandum of Understanding (MOU), which contains terms that are consistent with those authorized by the Board.

RECOMMENDATION(S):

Authorize the General Manager to execute the proposed Memorandum of Understanding with the Supervisor, Professional and Confidential Unit for a term of October 12, 2024 through December 31, 2027.

FISCAL IMPACT:

Yes

FINANCIAL IMPACT:

This action will result in an initial calendar year cost of up to \$337,892, which includes implementing the recommendations from the Total Compensation Study, plus all additional costs affected by the increases such as District-paid taxes and CalPERS. The action represents a 0.5 percent increase to the District's operating budget. Future year increases will range from \$99,368 to \$298,104, depending on the actual change in Consumer Price Index between a minimum adjustment of 1.5 percent and a maximum adjustment of 4.5 percent. The actual impact for each year is also dependent on other factors such as vacancies, appointments within established salary ranges, and whether incumbents are classic or new CalPERS members.

DISCUSSION:

The District's employees are represented by four bargaining units: the Management Unit; the Supervisor, Professional and Confidential (SPC) Unit; the Service Employees International Union (SEIU) General Unit; and the SEIU Office Unit. The MOU's for all four bargaining groups expire on December 31, 2024. To date, negotiations have been completed for the Management and SPC Units. The Management Unit MOU was approved by the Board on September 3, 2024, with an effective date of September 14, 2024.

The changes negotiated with the SPC Unit are consistent with the terms authorized by the Board and are summarized below.

- Term - October 12, 2024 through December 31, 2027
- Salary - Implement the recommendations from the Total Compensation Study effective October 12, 2024
- Salary - Effective January 1, 2025, January 1, 2026, and January 1, 2027, an increase based on the October to October Consumer Price Index for All Urban Consumers with a minimum of 1.5 percent and a maximum of 4.5 percent
- Seniority Recognition - Increase seniority awards by \$100 per year beginning after 10 years of service
- Sick Leave Payout - Convert sick leave payout from a fixed structure to a sliding scale
- Vacation Payout - Permit vacation payout up to 40 hours per year

GOALS:

Assure a Quality, Continually Improving Workforce

Prepared by: Sophia Crocker, Human Resources Manager

ATTACHMENTS:

[Proposed SPC Unit Memorandum of Understanding - Redlined Version](#)

[Proposed SPC Unit Memorandum of Understanding - Clean Version](#)

9/16/2024 Tentative Agreement



MEMORANDUM OF UNDERSTANDING

**SUPERVISOR, PROFESSIONAL & CONFIDENTIAL
UNIT**

~~January 1, 2022 – December 31, 2024~~
October 12, 2024 – December 31, 2027

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SUPERVISORS, PROFESSIONAL & CONFIDENTIAL UNIT MOU

CHAPTER 1, GENERAL PROVISIONS

ARTICLE 1, TERM

The provisions of this Agreement shall commence ~~on January 1, 2022~~ **October 12, 2024**, unless another implementation date is specified within the Agreement, and shall expire and fully terminate on December 31, ~~2024~~**2027**.

ARTICLE 2, RECOGNITION

- A. Pursuant to the provisions of the Employee Relations Ordinance of the Las Virgenes Municipal Water District, and applicable State Law, on July 28, 2009, the Las Virgenes Municipal Water District Board of Directors accepted employee petitions to designate the Las Virgenes Manager, Supervisor, Professional and Confidential Employees Association (M/SPC) as the representative of Supervisors, Professional and Confidential Unit.
- B. Management hereby recognizes the M/SPC Association (hereinafter “Association”) as the exclusive representative of the employees in said Unit.
- C. The term “employee(s)” as used herein shall refer only to employees employed by the District in said Unit in the employee classifications comprising said Unit as listed in Appendix A.

ARTICLE 3, CLASSIFIED POSITIONS

- A. All employees of the District covered by terms of this Agreement will hold classified positions with salary ranges to be established by the Board of Directors, and, within the limits so established, the General Manager is authorized, from time to time, to employ, classify, re-classify, and to fix and determine the salaries of individual employees of the District as the General Manager may, in his discretion, determine such employees merit.
- B. Positions held by employees covered by the terms of this Agreement shall be classifications listed in Appendix A. Any additional classifications developed during the term of this Agreement and designated by the District as part of this Unit shall be added to those classifications (Appendix A). The Association shall be notified at least five (5) days before final adoption by the District Board when a classification in this Unit is developed or eliminated.

ARTICLE 4, PROVISIONS OF LAW

It is agreed and understood that this Agreement is subject to all current and future applicable federal, state, and county laws, rules and regulations. If any part of this Agreement is in conflict or inconsistent with such above applicable laws, rules and regulations, or is otherwise held to be invalid or unenforceable by any tribunal with jurisdiction, such part or provision shall be suspended and superseded by such applicable law, rule or regulation, and the remainder of this Agreement shall not be affected.

ARTICLE 5, RENEGOTIATIONS

Successor Agreement: Negotiations for a successor agreement shall commence between September 1 and October 1 of the last year of the term of this Agreement or other time as agreed to by the parties.

Supervisor, Professional & Confidential Unit MOU

~~1/1/22 to 12/31/24~~ 10/12/2024 – 12/31/2027

CHAPTER 2, COMPENSATION

ARTICLE 6, COMPENSATION

~~Effective January 1, 2022, all salary ranges and related incumbents rates of pay will be increased by 4.0%.~~

Effective the pay period that begins October 12, 2024, classifications will be adjusted pursuant to the salary recommendations prepared by CPS-HR and provided to the unit on July 2, 2024, and as further agreed to by the Parties. Following classification placement, the District will apply the 2.4% salary adjustment provided on January 1, 2024, to those rates.

Effective January 1, ~~2023~~2025, all salary ranges and related incumbents rates of pay will be increased by the October ~~2021-2023~~ to October ~~2022-2024~~ All Urban Consumer Price Index for ~~LA~~Los Angeles-Long Beach-Anaheim California with a minimum of a 1.5% increase and a maximum of a 4.5% increase.

Effective January 1, ~~2024~~2026, all salary ranges and related incumbents rates of pay will be increased by the October ~~2022~~ 2024 to October ~~2023~~2025 All Urban Consumer Price Index for ~~LA~~Los Angeles-Long Beach-Anaheim California with a minimum of a 1.5% increase and a maximum of a 4.5% increase.

Effective January 1, 2027, all salary ranges and related incumbents' rates of pay will be increased by the October 2025 to October 2026 All Urban Consumer Price Index for Los Angeles-Long Beach-Anaheim California with a minimum of a 1.5% increase and a maximum of a 4.5% increase.

ARTICLE 7, MOVEMENT ON THE SALARY SCHEDULE

- A. Individual movement of employees within established pay range shall be based on performance and upon recommendation of each employee's supervisory line, and shall not be automatic.
- B. Employees shall generally be evaluated annually on their anniversary date except for newly promoted or hired employees as per Article 9, Salary Administration of this Agreement. Employees may be evaluated at any time by their supervisor.

ARTICLE 8, DEFERRED COMPENSATION PLAN

- A. Employees may elect to participate in the District's Deferred Compensation Plan.
- B. Participation in deferred compensation commences the month following sign-up for new employees.
- C. Employees are eligible to have 3% of their base salary matched per pay period on a \$1 to \$1 basis.
- D. The District has established and maintains a pension plan pursuant to the provisions of Section 401(a) of the Internal Revenue Code of 1986, as amended. Each employee covered has agreed to contribute three percent (3%) of his or her monthly salary into the employee's 457 (b) plan account and the District will contribute three percent (3%) into the employee's 401 (a) plan account. This contribution will not reduce the employee's compensation for the purpose

Supervisor, Professional & Confidential Unit MOU

~~1/1/22 to 12/31/24~~ 10/12/2024 – 12/31/2027

of calculating merit increases or any other payments which are based on the employee's base rate of pay.

Employees are provided a one-time option to contribute to the plan.⁵ Employees employed on or before January 1, 2016 were given a one-time option to opt out effective January 1, 2016. New or promoted employees, upon initial eligibility for enrollment into the plan, will have the one-time option to opt out for the lifetime of the plan. Employees who exercised their right to opt out do not have the option to opt back in during the lifetime of the plan. The enrollment status of the participant (active contributor or opt-out non-participant) will remain in effect for the lifetime of the plan.:

E. For employees newly promoted or hired to positions at a date other than January 1, the District payment per calendar year shall be pro-rated for partial year employment.

F. Upon an employee's separation from the District:

If the employee is age 55 or older on the separation date, all cashable leave time must be contributed to the employee's 401(a) account, up to the IRS limit. After that contribution, the employee may elect to contribute any remaining cashable leave to their 457(b) account up to the IRS limit. Any cashable leave not contributed to the employee's 401(a) or 457(b) accounts will be disbursed to the employee in cash. Retiring employees can elect to have their cashable sick leave applied as PERS retirement credit in accordance with Article 18.I.

If the employee is under age 55 on the separation date, the employee may elect to contribute their cashable leave to their 457(b) account, up to the IRS limit. Any cashable leave not contributed to the employee's 457(b) account will be disbursed to the employee in cash. Retiring employees can elect to have their cashable sick leave applied as PERS retirement credit, in accordance with Article 18.I.

ARTICLE 9, SALARY ADMINISTRATION

A. Classifications shall be assigned to a salary range consisting of a minimum and a maximum amount of compensation for that range.

B. Newly Hired Employee

1. A newly hired employee shall be compensated commensurate with his/her experience, skills, ability, and education. An exceptional candidate hired above the midrange of the salary range must have the approval of the General Manager.
2. A new employee shall be eligible for a merit performance review upon six months of employment and at one year of employment. The merit increase shall follow the guidelines below taking into account the quartile the employee is hired at and the overall performance rating:

SALARY QUARTILES			
0-25%	26-50%	51-75%	75% - Control Point
1	2	3	4

Performance Rating

Supervisor, Professional & Confidential Unit MOU

~~1/1/22 to 12/31/24~~ 10/12/2024 – 12/31/2027

3

Proficient	7%	6%	5%	4%
Highly Effective	8%	7%	6%	5%
Superior	Increase may be above guideline at manager discretion			

After the first full year, the employee shall be reviewed for merit each anniversary date. ~~For 2022 only, employees with an anniversary date from January 1 to July 1, will have their merit increase prorated on a 1/12 basis so that the employee shall not be provided with a larger increase than they would be entitled to on the July 1 review cycle. Example: An employee with an anniversary date on April 1, 2022 received an annual merit review on July 1, 2021 and will receive their next merit review effective April 1, 2022. The employee will be eligible for a merit increase adjustment equal to 9/12 of the last increase. If the last increase was 5%, then the increase will be 3.74%. The employee's next merit review will be effective April 1, 2023. This will result in an equivalent annual salary.~~

~~For 2022 only, employees with an anniversary date from July 1 to December 31 will receive an annual merit review on July 1, 2022 and again on their anniversary date. The merit increase associated with their 2022 anniversary date shall be prorated on a 1/12 basis so that the employee shall not exceed 12 months without a merit review. Example: An employee with an anniversary date on October 1 received an annual merit review on July 1, 2021 and will receive their next merit review on July 1, 2022. On their anniversary date on October 1, 2022, the employee will be eligible for a merit increase adjustment equal to 3/12 of the last increase. If the last increase was 5%, then the increase will be 1.25%. Thereafter, the employee will be on an anniversary date review cycle. This will result in an equivalent annual salary.~~

3. In no event shall any merit increase exceed the control point for the classification.

C. Newly Promoted Employee

1. A newly promoted employee shall generally receive a 5% increase or the minimum of the classification, but cannot exceed the control point of the higher classification.
2. A newly promoted employee shall be eligible for a merit performance review after six months and after one year in the new position. The guidelines for merit performance increases in B-2 shall apply to newly promoted employees.

D. Merit Increase Not Granted

When a merit increase is not granted due to the employee not meeting performance expectations, the supervisor shall set a date for a special review outlining performance improvements that must be achieved. If the special review is at a minimum considered to be overall proficient, the supervisor may grant a merit increase but it shall not be retroactive.

E. Salary for Out-of-Class Assignment

1. When, in the determination of the Department Director and with the approval of the General Manager, it is necessary to specifically assign to an employee in writing all of the significant duties of a higher classification for at least four (4) workweeks in a three month period, the employee so assigned shall be compensated at the minimum rate established for the higher classification or 5% above the employee's regular base rate of

pay, whichever is greater, with such out-of-class assignment pay effective upon the date of the change of assignment. For purposes of this article, the out-of-class workweek shall begin on the day the employee begins the duties of the higher classification, as specified in the written assignment. At the time an employee returns to his/her regular position, his/her salary should reflect the same salary rate he/she had previously, with any merit or salary adjustments added as appropriate. At any time during the out-of-class appointment, an employee may be reassigned from that appointment without the right of appeal or hearing.

2. An employee performing in an approved out of class assignment will be entitled to pro-rated benefits, when applicable.

F. Priority of Increases

When more than one personnel action involving changes in an employee's salary status becomes effective on the same day, all changes shall be in accordance with the provisions of the preceding sections of this article, and shall take place in the following order of precedence: 1) merit increase 2) promotion, demotion, or reclassification 3) adjustment to salary range.

ARTICLE 10, OVERTIME & COMPENSATORY TIME OFF

- A. Employees in positions determined by the District to be exempt under the Fair Labor Standards Act will be paid or provided compensatory time at the straight time rate for hours worked in excess of 40 hours in a work week. These same employees will not be required to utilize any paid leave time (sick, vacation, or compensatory time) for absences of less than a full day. These employees are required to track time worked on a daily basis solely for the purposes of computing overtime pay in accordance with Article 10 "Overtime & Compensating Time" of the MOU.

- B. Overtime work may be required of any employee whenever management deems it necessary.

- C. Overtime pay is compensation for hours worked in excess of 40 hours in a workweek. For purposes of overtime, all paid leave hours (excluding paid sick leave hours) shall be considered.

- D. Overtime work shall be credited to the nearest tenth of an hour.

- E. Employees who work overtime shall be entitled to additional compensation as outlined below.

1. Holiday Time

Employees working on scheduled holidays will be compensated at straight time at the employee's regular rate in addition to regular pay for the holiday.

2. Compensatory Time Off in Lieu of Overtime Pay

- a. If an employee is authorized to work overtime, the employee may choose to be compensated by pay or compensatory time off (CTO).

- b. If an employee chooses CTO it shall be at the rate of straight time hours off for each hour worked in excess of 40 hours in a workweek (excluding paid sick leave).
- 3. Accumulated CTO may not exceed a bank of 60 hours. If an employee reduces the CTO bank below 60 hours, then he/she may opt for CTO accrual for future overtime worked until he/she again reaches the 60 hour limit.
- 4. CTO may be used with pre-approval of the employee's supervisor. Such time cannot be used in lieu of sick leave when sick leave is available and appropriate for the required work absence.

ARTICLE 11, STANDBY TIME

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

ARTICLE 12, SENIORITY RECOGNITION

The District recognizes seniority and provides for the following cash sums payable annually as of January 1st of each year:

After 10 years of District Service	\$400 500
After 15 years of District Service	\$600 700
After 20 years of District Service	\$800 900

CHAPTER 3, BENEFITS

ARTICLE 13, RETIREMENT – PUBLIC EMPLOYEES’ RETIREMENT SYSTEM AND SOCIAL SECURITY/MEDICARE

- A. The District contracts with the California Public Employee Retirement System (CalPERS) to provide retirement benefits to employees in the unit. Employees who are described as “classic employees” under the Public Employees’ Retirement Law, receive the 2% at 55 benefit formula.

Supervisor, Professional & Confidential Unit MOU

~~1/1/22 to 12/31/24~~ 10/12/2024 – 12/31/2027

The District provides Full Formula CalPERS coverage for past and future service of its employees. Employees are eligible to retire at age 50. Classic employees shall pay their seven percent (7%) member contribution.

Unit members hired on or after January 1, 2013 who are “new members” as defined in the Public Employees’ Pension Reform Act of 2013 (PEPRA), are provided the following retirement benefits: 2% @ 62 benefit formula with a three year (36 month) final compensation period. Employees may designate the highest 36 month period.

PEPRA employees will pay one-half of the total normal cost rate as determined by CalPERS.

- B. The District pays the required employer contribution for employees’ retirement benefit as required by CalPERS.
- C. The District also participates in the Social Security program of the Federal government. FICA/Medicare tax will be deducted from an employee’s pay as required by Federal law.

ARTICLE 14, HEALTH AND WELFARE INSURANCE

A. Life Insurance

Life insurance equivalent to the sum of \$50,000 plus one year's salary is provided by the District for each regular full-time employee upon completion of one month of continuous employment with the District and upon submission of application for membership. Employees not applying within thirty (30) days will be required to provide medical evidence of insurability.

(NOTE: There is a tax liability for life insurance in excess of \$50,000 per year.)

B. Dental Insurance

- 1. The District provides dental insurance for regular, full-time employees, his or her spouse, and unmarried dependent children who are under 26 years or children who have a physical or mental disability regardless of age, are eligible for dental coverage on the first of the month following the date of hire. Subscribing members may add new dependents within thirty-one (31) days of marriage, in the case of a new spouse or domestic partner, or the date of birth or adoption, in the case of a child.
- 2. The District’s dental insurance provides orthodontia coverage for a lifetime maximum of \$2,000.00 for the employee and each dependent.

C. Disability Insurance

- 1. The District shall provide short and long-term disability insurance for each employee. The District retains the right to select a plan(s) different from the current plan. Coverage commences after the employee has completed one month of continuous employment with the District and upon submission of an application for enrollment.
- 2. An employee eligible for disability benefits shall use available sick leave to cover time off during the 30 calendar day elimination period. After the elimination period, the employee has the option of using the balance of his/her sick leave or vacation leave to coordinate with gross income. The monthly benefit for the long-term disability plan will be two-thirds of the employee’s monthly base up to a maximum of ~~\$5,500.00~~ \$11,292.00.

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D. Medical Coverage

The District shall make every reasonable effort to provide health insurance coverage to employees in this Group subject to the District retaining the right to select a plan(s) different from the current plan.

E. Health Insurance

1. Coverage

The parties agree that the District may select an insurance plan different from the current plan. Specific medical insurance plan information is available on the District's intranet.

2. District Contribution

~~Effective January 1, 2022, the~~ The District ~~shall currently~~ pays up to ~~\$1,860.48~~~~\$1,953.50~~ per month for the employee's selected medical insurance plan ~~(which represents 98% of the Kaiser HMO family plan)~~. Any premium cost above the District's contribution shall be borne by the employee or retired employee. An employee who elects to enroll in a medical plan that exceeds the District's contribution shall pay the difference through automatic pre-tax payroll deductions as permitted by IRS Code Section 125.

Effective January 1, ~~2023~~2025, and each January 1, thereafter, the District's contribution towards the employee's selected medical insurance plan shall be adjusted based on the average change among the District's offered plans (Anthem Blue Cross Classic PPO, Anthem Blue Cross Advantage PPO, Anthem Blue Cross ~~California Care~~-HMO plans, ~~or~~ ~~and~~ Kaiser Permanente HMO Plans) from the prior year's monthly premium. The adjustment will not be less than 0% and will not exceed 5.0%. In the event that the average change in monthly premium exceeds 5.0%, the excess shall be paid by the employee through automatic pre-tax payroll deductions as permitted by IRS Code Section 125.

3. Maintenance of Effort

In the event of a statutory mandate reducing the District's financial obligation to fund medical insurance, the parties agree that the difference in money between the newly mandated level and the previous level shall continue to be available to the Unit either in the form of a cash bonus or to purchase other benefits, at the discretion of the Association.

4. Eligibility

The employee, his or her spouse, and unmarried dependent children who are under 26 years or children who have a physical or mental disability regardless of age, are eligible for hospital and medical coverage on the first of the month following the date of hire. Subscribing members may add new dependents without a health statement within thirty-one (31) days of marriage, in the case of a new spouse or domestic partner, or the date of birth or adoption, in the case of a child.

5. Extension of Coverage

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

other than sickness or injury.

6. Retirees

If the parties change plans or providers there shall be no change to the level of health insurance benefits provided for District retirees.

- a. Notwithstanding the above, the parties agree that for employees hired prior to March 31, 2006 who have at least five years of LVMWD service they shall have a retiree medical contribution equal to 100% of either the employee only (if the employee does not have a dependent) or the employee plus one (if the employee has a dependent) of any District plan (then being provided). If the employee has a dependent, the employee must designate the dependent at the time of retirement.—
- b. The parties also agree that retirees and covered dependents who reach the age of 65 must enroll in Medicare Part A and B no later than one month prior to their 65th birthday. Enrollment in Part D will be required if the provider of the health plan offers premium subsidies or incentives or requires enrollment in Medicare Part D. The District will be obligated to contribute the cost of the medical premiums only for those covered as provided herein.
- c. The parties agree that employees hired after March 31, 2006 and prior to July 1, 2013, shall receive a retiree medical contribution in the amount of 75% of either the employee only **at the Classic PPO rate** (if the employee does not have a dependent) or the employee plus one **at the Classic PPO rate** (if the employee has a dependent) if the employee retires with at least 10 years of District service and is age 55 or older at retirement.
- d. The parties agree that for employees hired after July 1, 2013, with at least 10 years of District service who are age 55 or older at retirement, their retiree medical benefit shall be in the amount of 75% of the ~~least expensive plan offered by the District at the time of retirement~~ **Kaiser Permanente Traditional HMO plan** at the employee only level.

F. Vision Care

The District will provide a vision program through a third party vendor at no cost to the employee. The employee may elect to cover his or her spouse, and unmarried dependent children who are under 26 years or children who have a physical or mental disability regardless of age, are eligible for vision coverage on the first of the month following the date of hire, by paying for such coverage. Subscribing members may add new dependents thirty-one (31) days of marriage, in the case of a new spouse or domestic partner, or the date of birth or adoption, in the case of a child.

ARTICLE 15, EDUCATIONAL ASSISTANCE PROGRAM

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

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ARTICLE 16, PROFESSIONAL ORGANIZATIONS REIMBURSEMENT

The District supports memberships in professional organizations which benefit both the employee's field of expertise and the District by the employee's direct involvement in the organization. All requests for membership in professional organizations require Department Director approval and may be subject to an annual maximum.

ARTICLE 17, PHYSICAL FITNESS PROGRAM

An amount of \$500 shall be made available to employees covered by this Agreement every July 1st for payment of costs with primary emphasis on preventive health maintenance, relative to obtaining/receiving a comprehensive physical examination, membership to private gym facilities, purchase of home gym equipment, or membership for at-home fitness programs. Gym and at-home fitness memberships and purchase of home gym equipment will be reimbursed following proof of payment. Expenses will be reimbursed to the employee after they are incurred relative to receipt of a medical examination and required exam-related follow up procedures/activities to the extent such expenses are not covered by the employee's District-provided medical insurance coverage. Costs not covered by the dental or vision care programs are not reimbursable under this benefit.

Documentation must be provided to the General Manager of medical examination by a licensed physician before reimbursement will be authorized.

CHAPTER 4, LEAVES OF ABSENCE

ARTICLE 18, SICK LEAVE

Full-time, regular employees are provided sick leave with pay under the conditions outlined below.

- A. If an employee has accumulated sick leave, it shall be used for the following:
 - 1. When an employee is ill.
 - 2. When a member of an employee's immediate family is ill and the employee must care for such ill family member subject to Family Medical Leave Act policy limits.
 - 3. For visits to doctors, dentists and optometrists for physicals, treatment or preventative care.
 - 4. For any other reason permitted by law.
- B. Sick leave accrual will be cumulative, without limit as to time, and if not taken in any given year, will be usable in subsequent year's employment, the purpose being to make sick leave available to an employee in times of urgent need.
- C. The amount of sick leave an employee accrues is computed to include weekends, holidays, paid vacation time and paid sick leave as continuous service.
- D. Accrual of sick leave will be at the rate of eight hours per calendar month beginning with the date of hire and computed to the date of termination, prorated to the nearest hour.
- E. The smallest unit for which sick leave will be granted will be one half-hour.

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- F. An employee who is absent on sick leave may be contacted by his/her supervisor. For absences due to illness in excess of 5 days, or less, if justified in the opinion of the employee’s supervisor, manager, or Department Director, the employee must obtain a statement from his/her doctor stating: (a) that the employee could not work during the period of absence; and (b) that the employee is now able to return to work.

H. Sick Leave Buy-Back

~~Annually, in December, employees may submit an irrevocable election form to receive payment of accrued sick leave under the following conditions:~~

- ~~1. The employee must have earned and have current credit for one hundred and sixty (160) hours of unused sick leave, and the employee must have used 48 or fewer sick leave hours during the twelve months prior to the leave cash out. If each of these conditions is met, the employee may elect to receive pay at his or her base rate for 32 hours of unused sick leave with the second paycheck in December following the submission of an irrevocable election form in the December prior to the cash out. For example, irrevocable election forms submitted in December 2021 will be for the December 2022 cash out. The 32 hours of sick leave which are converted to pay shall be deducted from the employee's sick leave accrual bank. The remaining unused and unpaid sick leave shall remain in the sick leave bank.~~
- ~~2. The employee must have earned and have current credit for two hundred (200) hours of unused sick leave, and the employee must have used no sick leave during the twelve months prior to the leave cash out. If each of the conditions is met, the employee shall receive pay at his/her base rate for 48 hours of unused sick leave with the second paycheck in December following the submission of an irrevocable election form in the December prior to the cash out. For example, irrevocable election forms submitted in December 2021 will be for the December 2022 cash out. The 48 hours of sick leave which are converted to pay shall be deducted from the employee's sick leave accrual bank. The remaining unused and unpaid sick leave shall remain in the sick leave bank.~~

Annually, in December employees may submit an irrevocable election to receive payment of accrued sick leave up to the number of hours in the schedule below provided the employee maintains a sick leave balance of one hundred and twelve (112) hours following the payment. Payment shall be made the following December. For example, the irrevocable election form submitted in December 2024 will be for December 2025 payment. Human Resources will adjust the final number of hours cashed out, up to the number of hours elected, based on the table below and requirement to maintain 112 hours. For example, if any employee selects to cash out 96 hours and the employee took one day of sick leave, the cash out will be adjusted to 88 hours.

Sick Leave Days Used in the Fiscal Year	Sick Leave Hours Payable at Fiscal Year End
0	96
1	88
2	80
3	72
4	64

5	56
6	48
7	40
8	32
9	24
10	16
11	8
12	0

Irrevocable election forms will be provided by Human Resources.

Sick leave converted to cash may be deferred into the employees 457 deferred compensation plan subject to annual plan limits.

I. Sick Leave Payoff Upon Voluntary Termination of Employment

A program is provided for payment, upon voluntary resignation with notice, retirement or death, for accrued but unused sick leave. Vesting in the sick leave program and payment therefore will be on the following basis.

1. After five years of full-time, regular employment with the District (the sixth year), an employee will be paid, upon voluntary termination, retirement or death, for 25% of all hours of accrued but unused sick leave at the rate of his/her then current base rate. An additional 5% of all hours of accrued but unused sick leave of his/her salary will be paid for each additional completed year of service.
2. Upon completion of 20 years of service with the District, the employee would be paid for 100% of unused sick leave.
3. An employee who leaves the District through retirement shall ~~have first defer their cashable leave as described in Article 8.F. and then be given~~ the option of (1) being paid for accrued but unused sick leave in accordance with Section I.1. and 2. above and with the balance, if any, being applied as PERS retirement credit, or (2) receiving no payment and instead having all accrued but unused sick leave applied as PERS retirement credit.

ARTICLE 19, VACATION

Vacations are subject to approval of the Supervisor, employees will be granted vacation leave with pay, if they have enough accrued vacation time to cover the amount of leave requested.

A. Accrual

The number of hours an employee accrues for vacation leave with pay is computed as follows:

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

During Service Years	Annual Accrued Hours	Hours Accrued at end of Each Pay Period <i>(based on 26 pay periods)</i>
1,2&3	104	4.00
4,5 & 6	112	4.31
7, 8 & 9	120	4.62
10, 11 & 12	128	4.92
13,14 & 15	136	5.23
16, 17 & 18	144	5.54
19, 20 & 21	152	5.85
22, 23 & 24	160	6.15
25 & above	168	6.46

2. The maximum number of vacation hours that may be earned in any year is 168.
 3. Accrual of vacation time will be by month beginning with the date of hire and computed to the date of termination, pro-rated to the nearest one-half day.
- B. The vacation leave time earned each year will be available to the employee for vacation or may be accrued, wholly or partially, in the employee's Leave Account.
 - C. Normally, no more than 311 hours will be permitted to accrue in an employee's Leave Account.
 - D. The maximum vacation an employee can take is 21 consecutive working days, unless special circumstances warrant approval by the General Manager for a longer period.
 - E. Pay during vacation leave will be at the monthly rate currently paid the employee at the time the vacation is taken.
 - F. When an employee is discharged or terminated, he/she will be paid for his/her accumulated vacation leave at his/her then current base rate of pay.
 - G. In computing the amount of vacation leave accrual, holidays, weekends, paid vacation time and paid sick leave will be included as continuous service.
 - H. Vacation generally cannot be taken in lieu of sick leave except in certain family leave qualifying events.
 - I. Employees shall have the option to cash out up to 40 hours of accrued vacation leave in November of each year, provided 80 hours of vacation or compensatory time has been used as time off during

the preceding 12 months. Pursuant to IRS regulations, a non-revocable election must be made prior to December 31 of the preceding year for cash out at the conclusion of the calendar year.

ARTICLE 20, LEAVES OF ABSENCE

- A. A leave of absence without pay may be granted by Department Directors for up to 40 hours within a fiscal year. Such leaves do not require the General Manager's approval.
- B. Such leave without pay must be pre-approved before the time can actually be used. Also, such leaves may be taken even if the employee has existing comp time or vacation on the books. In no case, may a leave of absence without pay exceed 40 hours in a fiscal year without the General Manager's approval.
- C. In addition, leave without pay may be granted by the General Manager and shall not exceed a continuous period of 30 calendar days, except for extended unpaid sick leave, military leave, pregnancy leave, parental leave, and family and medical leave, or for leave as permitted by law.
- D. Vacation and sick leave benefits are not earned nor holidays paid during leave without pay. Leave of absence without pay includes leave where the District is not paying wages to the employee.

ARTICLE 21, HOLIDAYS

- A. The District shall observe the holidays listed below and upon which the District is normally closed:
 - January 1
 - Martin Luther King Jr. Day
 - President's Day
 - Memorial Day
 - Independence Day
 - Labor Day
 - Veterans Day
 - Thanksgiving Day and the following Friday
 - December 24
 - December 25
 - December 31
- B. If any of the holidays set forth above falls on the first day of an employee's weekend, the holiday will be observed on the previous work day.
- C. If any of the holidays set forth above falls on the last day of an employee's weekend, the holiday will be observed on the following work day.
- D. A weekend is any two or three regularly scheduled consecutive days off. An employee working a 9/80 workweek will alternate between two and three-day weekends.
- E. The December 24/25 and December 31/January 1 holidays often provide four consecutive days off for employees. If the holiday schedule provides four-day weekend for employees with Monday through Friday schedules then the District will try to schedule four consecutive days off for employees working an irregular workweek.

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ARTICLE 22, BEREAVEMENT LEAVE

~~An employee may be provided up to 27 hours paid leave due to the death of a member of the employee's immediate family. An employee that must travel more than 500 miles one way to attend services of the employee's immediate family member may be provided up to 40 hours paid leave. "Immediate family" is designated as the spouse/registered domestic partner, child, parent, sibling, grandparent or grandchild of the employee or the employee's spouse/registered domestic partner. If additional time off is required, the employee may request sick leave.~~

In the case of death of an employee's immediate family member, the employee will be eligible to take 40 hours or five days, whichever is greater, off from work as bereavement leave.

These days, if requested, need not be consecutive. "Immediate family" is designated as the spouse/registered domestic partner, child (including step and foster), parent (including step and foster), sibling (including step and foster), grandparent or grandchild of the employee or the employee's spouse/registered domestic partner.

The District shall pay an employee up to 27 hours as bereavement, however, if the employee must travel more than 500 miles one way to attend services of the employee's immediate family member, the District shall provide up to 40 hours as paid bereavement leave. The employee must use their accrued leave, to the extent available, to cover any bereavement leave not paid for by the District. If no accrued leave is available, those additional hours/days of bereavement leave shall be unpaid.

The District may provide additional bereavement leave upon request on a case-by-case basis, subject to the General Manager's or designee's written approval. Employees who request and are granted bereavement leave beyond the initial 40 hours or five days, whichever is greater, must utilize any accrued leave for those additional days/hours, if available, or such leave shall be unpaid.

The District may require that employees submit supportive documentation of the need for bereavement leave within 30 days of the employee's first day of bereavement leave.

ARTICLE 23, REPRODUCTIVE LOSS LEAVE

Effective January 1, 2024, employees shall be eligible to take up to five days (including non-consecutive days) of reproductive loss leave. Reproductive loss leave shall be unpaid, however, the employee may use available leave banks (including sick or vacation leave) to cover the unpaid time. The reproductive loss leave must occur within three months of the reproductive loss event, as defined by Government Code section 12945.6.

Reproductive loss leave means a day or, for a multiple-day event, the final day of a failed adoption, failed surrogacy, miscarriage, stillbirth, or an unsuccessful assisted reproduction as those terms are defined by Government Code section 12945.6.

ARTICLE 243, JURY DUTY

Full-time, regular employees will be paid his/her regular salary while he/she is on jury duty for up to 80 hours per fiscal year, less the amount received from the Court for such service as a juror. An attendance record from the Court for the time spent on jury duty and a copy of the check for such service must be submitted to the District's payroll section. The amount received from the Court for service as a juror will be deducted from the employee's paycheck following completion of such service.

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CHAPTER 5, EMPLOYEE/EMPLOYER RELATIONS

ARTICLE 254, DISCIPLINARY PROCEDURE

Disciplinary action should be initiated when the employee's performance or conduct falls short or below expected standards of performance or conduct. The seriousness of the offense and prior discipline or corrective actions will be considered in determining the level of disciplinary action required.

Generally, the following sequence will be followed in the process of correcting performance or conduct. It is highly recommended that the Human Resources Manager be consulted prior to initiating any disciplinary actions,

A. ~~Supervisor Conference~~ Oral Warning

1. The supervisor will confer with the employee about the areas needing improvement and reach a clear understanding of expectations, which will be reduced to writing, to bring the performance or conduct to acceptable standards. ~~The written confirmation of oral warning will not be placed in the employee's personnel file unless the misconduct continues and escalates to a higher level of discipline. Should further discipline result, the written confirmation of oral warning may be included as an exhibit in support of the higher level of discipline. Depending on the seriousness of the employee's substandard performance or conduct, the supervisor may document the discussion in writing.~~
2. In some cases, especially if counseling fails to result in marked improvement, the supervisor may initiate a Performance Improvement Plan (PIP). The PIP will include 1) a description of the areas in which the employee is not meeting expectations, 2) a description of what the employee must do to meet performance expectations, 3) the time period (generally no more than 90 days) to attain the expected performance expectations, and 4) a statement of the consequences of failing to bring the performance expectations to acceptable level. Both the supervisor and the employee must sign the PIP.

B. ~~Reprimands~~ Letter of Reprimand

In the event the ~~supervisor's counseling, oral warning,~~ or PIP does not result in improvement of performance to acceptable levels, the supervisor may prepare a written reprimand. The supervisor shall submit the written reprimand to the Division Manager or Department Director. After reviewing the reprimand, the Division Manager or Department Director, depending on the seriousness of circumstances and the facts, may call for a meeting with the employee and the supervisor to discuss the charges and obtain the employee's side of the issues. The Division Manager or Department Director will then issue a decision to authorize the reprimand or render a different decision. The written reprimand will put the employee on notice that failure to correct performance or conduct may result in more serious disciplinary actions, up to and including termination.

1. Notwithstanding the above, a reprimand may be issued to an employee without prior counseling or warning depending on the seriousness of the offense, performance, or conduct.
2. An employee has the right to respond in writing and have the response attached to the reprimand as part of the personnel file. ~~If the employee wishes to submit a written rebuttal,~~

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Human Resources must receive it within 30 days of the employee receiving the written reprimand.

C. Severe Disciplinary Actions

1. Severe disciplinary actions are defined as demotion/transfer, suspension without pay, or termination.
2. The District may impose disciplinary actions on a case by case basis when warnings, reprimands, or other corrective actions have failed to improve expected standards of performance or conduct, or when the offense, conduct or violation is deemed to be severe and warrants discipline up to and including termination. The severity of the disciplinary action will consider the employee's previous history of performance, conduct and disciplinary actions.
3. A Division Manager may recommend severe disciplinary actions to the Department Director. It is the responsibility of the Department Director in consultation with the Human Resources Manager and, where appropriate, the Division Manager, to prepare the documentation and notice of proposed disciplinary action. The Department Director will meet with the employee to review the proposed disciplinary action and hear any response by the employee.
4. Unless rescinded by the Department Director, the employee may appeal the proposed disciplinary action to the General Manager within seven calendar days. The General Manager will schedule a meeting with the employee within seven calendar days of receiving notice of the appeal. The General Manager will render a written decision within seven calendar days of the meeting.
5. The employee may appeal the General Manager's decision to the Board of Directors by giving written notice to the General Manager within seven calendar days of receipt of the General Manager's written decision. The Board of Directors will consider the appeal at one or more regularly or specially scheduled meetings within a reasonable period of time. The decision of the Board is final.

ARTICLE 265, GRIEVANCE PROCEDURE

A grievance is a claim by one or more persons of a violation, misinterpretation or inequitable application of the rules and regulations or memorandum of understanding applicable to the employees. A dispute over the terms of the Agreement or a dispute concerning a performance evaluation shall not constitute a grievance.

The employee at any step of the grievance procedure may represent himself/herself, may be represented by a fellow employee, attorney, or any other person he/she may choose. Employee representatives must take pre-approved time off.

A. Processing the Grievance -- Step No. 1
Informal Discussion with Supervisor:

1. The grievance shall first be discussed on an informal basis by the aggrieved with his/her immediate Supervisor within 7 calendar days from the date of the action causing the

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grievance. The immediate Supervisor shall respond within 7 calendar days. Every effort shall be made to resolve the grievance between the employee and his/her immediate Supervisor.

2. In the event the employee believes the grievance has not been satisfactorily resolved, the employee shall submit the grievance in writing to the Department **Director** or Division **Head Manager** within 7 calendar days after receipt of the immediate Supervisor's response.

B. Processing the Grievance -- Step No. 2

Review by Division **Manager** or Department Director or designee:

1. Within 7 calendar days after receiving the written grievance, the Department **Director** or Division **Head Manager** shall meet with all parties concerned, and they shall thoroughly discuss the grievance.
2. The Department **Director** or Division **Head Manager** shall give his/her written decision within 7 calendar days after the discussion.

C. Processing the Grievance -- Step No. 3

Review by General Manager:

1. If the grievance has not been satisfactorily resolved by the Department **Director** or Division **Head Manager**, the grievance may be submitted to the General Manager within 7 calendar days **of the Department Director's written response**. Within 7 calendar days after receiving the written grievance, the General Manager shall schedule a meeting with all parties concerned, and they shall thoroughly discuss the grievance.
2. The General Manager shall give his written decision within 7 calendar days. If the aggrieved feels that the decision of the General Manager is unjust, a final appeal may be made to the Board of Directors within 7 calendar days. The decision of the board is final.

~~D. The employee at any step of the grievance procedure may represent himself/herself, may be represented by a fellow employee, attorney, or any other person he/she may choose. Employee representatives must take pre-approved time off.~~

~~DE.~~ The time limitations are designed to quickly settle a grievance. Time limitations may be extended by agreement of both parties in writing. If at any stage of the grievance procedure the employee is dissatisfied with the decision rendered, it shall be the grievant's responsibility to submit the grievance to the next designated level of review within the time limits specified. Failure to submit the grievance within the time limits imposed shall terminate the grievance process and the grievance shall be considered resolved. The grievant shall promptly proceed to the next step if the immediate Supervisor, **Division Manager**, ~~or~~ Department ~~or Division Head~~ **Director**, or General Manager fails to respond within the time limits specified, unless prior mutually agreeable arrangements are made.

ARTICLE 276, LAYOFFS

In the event the work load of the District decreases to the point where lay-off of otherwise satisfactory employees is required, lay-offs within each classification will be determined by the General Manager on the basis of merit, as determined by his/her performance reports for his/her Supervisor, Professional & Confidential Unit MOU

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current classification, and will be subject to two weeks' notice or severance pay, at the discretion of the employee. For 24 months employees so laid off will be called to resume work prior to District recruiting to fill jobs created by an increase in the District's workload for the classification in question.

ARTICLE 287, PEACEFUL PERFORMANCE

- A. The parties recognize and acknowledge that many of the services performed by the employees covered by this Agreement are essential to the public health, safety and general welfare of the residents within the District service area.
- B. Consequently, the Association agrees that under no circumstances will it recommend, encourage, cause or permit its members to initiate, participate in, nor will any member of the bargaining unit take part in, any strike, sit-down, stay-in, slow-down or picketing (hereinafter collectively referred to as work-stoppage), in any office, or facility of the District, not to curtail any work or restrict any production, or interfere with any operation of the District during any period in which an Agreement is in effect, or during any period in which an expired Agreement has remained in effect while the parties negotiate a successor Agreement.
- C. In the event of any such work-stoppage by any member of the Unit, the District shall not be required to negotiate on the merits of any dispute which may have given rise to such work-stoppage until said work-stoppage has ceased.
- D. In the event of any such work-stoppage during the term of this Agreement, whether by, the Association or by any member of the bargaining unit, the Association, by its officers, shall immediately declare in writing and publicize that such work-stoppage is contrary to the Agreement and unauthorized and further direct its members in writing to cease the said conduct and to resume work. Copies of such written notice shall be served upon the District.
- E. If in the event of a work-stoppage, the Association promptly and in good faith performs the obligations of this Section, and, providing, the Association has not otherwise authorized, permitted or encouraged such work-stoppage, the Association shall not be liable for any damages caused by the violation of this Section.
- F. However, the District shall have the right to discipline, subject to due process, including discharge, any employee who instigates, participates in, or gives leadership to, work-stoppage activity herein prohibited.
- G. The District and the Association shall have the right to seek full legal redress.

ARTICLE 298, PERFORMANCE

Each District employee is expected to:

- A. Work in harmony with his/her supervisor and fellow employees.
- B. Not use District facilities or time during which he/she is being paid by the District, on personal projects.
- C. Refrain from activities or personal conduct on the job that would cast discredit on the District, its management, or employees.

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ARTICLE 2930, TELECOMMUTING

Telework has been found to benefit society by reducing energy consumption, decreasing environmental pollution, and reducing traffic congestion. Additionally, telework has been found to benefit employers and employees by reducing office costs, saving commuting costs, allowing flexibility in work schedules, and promoting a positive work/life balance. The Department Director may approve occasional or regular partial or full day telecommuting schedules that meet the operational needs and policies of the District, up to two (2) partial or full days per week. Telecommuting is subject to the terms and conditions of the District Telecommuting Policy.

ARTICLE 310, SEPARATION FROM THE DISTRICT

- A. An employee resigning or leaving work without two weeks' notice will be considered discharged insofar as the application of these rules and regulations is concerned.
- B. Resignations will be effective upon the last day worked, and payment will be made on the next payday for any accrued vacation leave.
- C. An employee separating from the District in good standing is expected to refrain from using paid time off during the final two weeks of his or her tenure with the District.

ARTICLE 321, FULL UNDERSTANDING, MODIFICATION AND WAIVER

- A. It is intended that this Agreement sets forth the full and entire understanding of the parties regarding the matters in this Agreement, and any prior or existing understanding or agreements, whether formal or informal, regarding such matters are superseded and terminated.

Management will continue to administer the formal and informal terms and conditions of employment in a reasonable manner.

- B. The Association and the District agree that during the negotiations which resulted in this Agreement, each had unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of employee-employer relations. Therefore, this Agreement represents the only Agreement of the parties which may provide for changes in terms and conditions of employment as a result of negotiations and/or actual adoption and implementation of the provisions of this Agreement.
- C. During the term of this Agreement, neither the District nor the Association shall be obligated to Meet and Confer on any matter:
 - 1. Whether or not specifically referred to in this Agreement;
 - 2. Whether or not the matter was within the knowledge or contemplation of either party at the time of negotiations;
 - 3. Whether or not the matters were proposed and later withdrawn during negotiations.
- D. No change to this Agreement will be binding upon either party unless made in writing and signed by the parties

E. The waiver of appeal of any breach of any term or condition of this Agreement by either party shall not constitute a precedent or in any way bar the future enforcement of all contractual terms and provisions.

ARTICLE 332, DISTRICT RIGHTS

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

ARTICLE 343, EMPLOYEE RIGHTS

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

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

For Las Virgenes MWD:

Vicky Barker, Negotiator

Adrianna E. Guzman, Negotiator

Andy Arenas
Bargaining Team Member

Donald Patterson, Director of Finance
and Administration

Shawn Triplett
Bargaining Team Member

Sophia Crocker, Human Resources
Manager

~~Mercedes Acevedo~~ Christopher Hendricks
Bargaining Team Member

~~Robert Glasson~~
~~Bargaining Team Member~~

Authorized to accept this Memorandum of Understanding on behalf of the Las Virgenes
Municipal Water District Board of Directors, at their meeting of ~~December 21, 2021~~ **October
15, 2024.**

David W. Pedersen
General Manager

Date

Approval as to form:

W. Keith Lemieux
Legal Counsel

Date

Supervisor, Professional & Confidential Unit MOU
~~1/1/22 to 12/31/24~~ 10/12/2024 – 12/31/2027 22

Appendix A

LVMWD

Supervisors, Professionals and Confidential Classifications- covered by this Agreement

Salary Table – ~~January 1, 2022~~ October 12, 2024

Classification	Range	Time Base	Entry	Top
Accountant	SP 57	Hourly	\$ 44,522.00	\$ 57,887.50
		Monthly	\$ 7,717.15	\$ 10,033.83
		Annual	\$ 92,605.76	\$ 120,406.00
Accounting Supervisor	SP 70	Hourly	\$ 61,374.00	\$ 79,798.40
		Monthly	\$ 10,638.16	\$ 13,831.72
		Annual	\$ 127,657.92	\$ 165,980.62
Assistant Engineer	SP 63	Hourly	\$ 51,631.80	\$ 67,131.70
		Monthly	\$ 8,949.50	\$ 11,636.17
		Annual	\$ 107,394.04	\$ 139,634.04
Associate Engineer	SP 68	Hourly	\$ 58,416.70	\$ 75,953.30
		Monthly	\$ 10,125.57	\$ 13,165.23
		Annual	\$ 121,506.84	\$ 157,982.76
Chief Water Reclamation Plant Operator	SP 69	Hourly	\$ 59,877.10	\$ 77,852.20
		Monthly	\$ 10,378.70	\$ 13,494.39
		Annual	\$ 124,544.42	\$ 161,932.68
Control Systems Supervisor	SP 70	Hourly	\$ 61,374.00	\$ 79,798.40
		Monthly	\$ 10,638.16	\$ 13,831.72
		Annual	\$ 127,657.92	\$ 165,980.62
Compost Operations Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Construction Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Customer Service Office Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Customer Service Operations Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Customer Service Programs Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Electrical/Instrumentation Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Engineering Program Manager	SP 78	Hourly	\$ 74,778.30	\$ 97,226.70
		Monthly	\$ 12,961.56	\$ 16,852.64
		Annual	\$ 155,538.76	\$ 202,231.64
Facilities Maintenance Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Financial Analyst I	SP 60	Hourly	\$ 47,945.30	\$ 62,338.40
		Monthly	\$ 8,310.51	\$ 10,805.32
		Annual	\$ 99,726.12	\$ 129,663.82
Financial Analyst II	SP 66	Hourly	\$ 55,601.80	\$ 72,293.50
		Monthly	\$ 9,637.64	\$ 12,530.87
		Annual	\$ 115,651.64	\$ 150,370.48

Supervisor, Professional & Confidential Unit MOU

~~1/1/22 to 12/31/24~~ 10/12/2024 – 12/31/2027

Human Resources Analyst I	SP 60	Hourly	\$ 47,9453	\$ 62.3384
		Monthly	\$ 8,310.51	\$ 10,805.32
		Annual	\$ 99,726.12	\$ 129,663.82
Human Resources Analyst II	SP 66	Hourly	\$ 55.6018	\$ 72.2935
		Monthly	\$ 9,637.64	\$ 12,530.87
		Annual	\$ 115,651.64	\$ 150,370.48
Human Resources Coordinator	SP 54	Hourly	\$ 41.3430	\$ 53.7543
		Monthly	\$ 7,166.12	\$ 9,317.40
		Annual	\$ 85,993.44	\$ 111,808.84
Legislative Program Manager	SP 74	Hourly	\$ 67.7454	\$ 88.0826
		Monthly	\$ 11,742.53	\$ 15,267.66
		Annual	\$ 140,910.38	\$ 183,211.86
Management Analyst I	SP 60	Hourly	\$ 47.9453	\$ 62.3384
		Monthly	\$ 8,310.51	\$ 10,805.32
		Annual	\$ 99,726.12	\$ 129,663.82
Management Analyst II	SP 66	Hourly	\$ 55.6018	\$ 72.2935
		Monthly	\$ 9,637.64	\$ 12,530.87
		Annual	\$ 115,651.64	\$ 150,370.48
Network & Security Engineer	SP 70	Hourly	\$ 61.3740	\$ 79.7984
		Monthly	\$ 10,638.16	\$ 13,831.72
		Annual	\$ 127,657.92	\$ 165,980.62
Principal Technology Analyst	SP 70	Hourly	\$ 61.3740	\$ 79.7984
		Monthly	\$ 10,638.16	\$ 13,831.72
		Annual	\$ 127,657.92	\$ 165,980.62
Public Affairs Associate I	SP 59	Hourly	\$ 46.7759	\$ 60.8180
		Monthly	\$ 8,107.82	\$ 10,541.79
		Annual	\$ 97,293.82	\$ 126,501.44
Public Affairs Associate II	SP 65	Hourly	\$ 54.2457	\$ 70.5302
		Monthly	\$ 9,402.60	\$ 12,225.24
		Annual	\$ 112,831.16	\$ 146,702.92
Purchasing Supervisor	SP 67	Hourly	\$ 56.9919	\$ 74.1008
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Resource Conservation Supervisor	SP 69	Hourly	\$ 59.8771	\$ 77.8522
		Monthly	\$ 10,378.70	\$ 13,494.39
		Annual	\$ 124,544.42	\$ 161,932.68
Senior Engineer	SP 75	Hourly	\$ 69.4391	\$ 90.2847
		Monthly	\$ 12,036.12	\$ 15,649.36
		Annual	\$ 144,433.38	\$ 187,792.28
SCADA Analyst	SP 65	Hourly	\$ 54.2457	\$ 70.5302
		Monthly	\$ 9,402.60	\$ 12,225.24
		Annual	\$ 112,831.16	\$ 146,702.92
Technical Services Supervisor	SP 67	Hourly	\$ 56.9919	\$ 74.1008
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Water Quality Supervisor	SP 69	Hourly	\$ 59.8771	\$ 77.8522
		Monthly	\$ 10,378.70	\$ 13,494.39
		Annual	\$ 124,544.42	\$ 161,932.68
Water Systems Supervisor	SP 67	Hourly	\$ 56.9919	\$ 74.1008
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Water Treatment Supervisor	SP 67	Hourly	\$ 56.9919	\$ 74.1008
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56

Supervisor, Professional & Confidential Unit MOU

~~1/1/22 to 12/31/24~~ 10/12/2024 – 12/31/2027



MEMORANDUM OF UNDERSTANDING

**SUPERVISOR, PROFESSIONAL & CONFIDENTIAL
UNIT**

October 12, 2024 – December 31, 2027

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SUPERVISORS, PROFESSIONAL & CONFIDENTIAL UNIT MOU

CHAPTER 1, GENERAL PROVISIONS

ARTICLE 1, TERM

The provisions of this Agreement shall commence October 12, 2024, unless another implementation date is specified within the Agreement, and shall expire and fully terminate on December 31, 2027.

ARTICLE 2, RECOGNITION

- A. Pursuant to the provisions of the Employee Relations Ordinance of the Las Virgenes Municipal Water District, and applicable State Law, on July 28, 2009, the Las Virgenes Municipal Water District Board of Directors accepted employee petitions to designate the Las Virgenes Manager, Supervisor, Professional and Confidential Employees Association (M/SPC) as the representative of Supervisors, Professional and Confidential Unit.
- B. Management hereby recognizes the M/SPC Association (hereinafter “Association”) as the exclusive representative of the employees in said Unit.
- C. The term “employee(s)” as used herein shall refer only to employees employed by the District in said Unit in the employee classifications comprising said Unit as listed in Appendix A.

ARTICLE 3, CLASSIFIED POSITIONS

- A. All employees of the District covered by terms of this Agreement will hold classified positions with salary ranges to be established by the Board of Directors, and, within the limits so established, the General Manager is authorized, from time to time, to employ, classify, re-classify, and to fix and determine the salaries of individual employees of the District as the General Manager may, in his discretion, determine such employees merit.
- B. Positions held by employees covered by the terms of this Agreement shall be classifications listed in Appendix A. Any additional classifications developed during the term of this Agreement and designated by the District as part of this Unit shall be added to those classifications (Appendix A). The Association shall be notified at least five (5) days before final adoption by the District Board when a classification in this Unit is developed or eliminated.

ARTICLE 4, PROVISIONS OF LAW

It is agreed and understood that this Agreement is subject to all current and future applicable federal, state, and county laws, rules and regulations. If any part of this Agreement is in conflict or inconsistent with such above applicable laws, rules and regulations, or is otherwise held to be invalid or unenforceable by any tribunal with jurisdiction, such part or provision shall be suspended and superseded by such applicable law, rule or regulation, and the remainder of this Agreement shall not be affected.

ARTICLE 5, RENEGOTIATIONS

Successor Agreement: Negotiations for a successor agreement shall commence between September 1 and October 1 of the last year of the term of this Agreement or other time as agreed to by the parties.

CHAPTER 2, COMPENSATION

ARTICLE 6, COMPENSATION

Effective the pay period that begins October 12, 2024, classifications will be adjusted pursuant to the salary recommendations prepared by CPS-HR and provided to the unit on July 2, 2024, and as further agreed to by the Parties. Following classification placement, the District will apply the 2.4% salary adjustment provided on January 1, 2024, to those rates.

Effective January 1, 2025, all salary ranges and related incumbents rates of pay will be increased by the October 2023 to October 2024 All Urban Consumer Price Index for Los Angeles-Long Beach-Anaheim California with a minimum of a 1.5% increase and a maximum of a 4.5% increase.

Effective January 1, 2026, all salary ranges and related incumbents rates of pay will be increased by the October 2024 to October 2025 All Urban Consumer Price Index for Los Angeles-Long Beach-Anaheim California with a minimum of a 1.5% increase and a maximum of a 4.5% increase.

Effective January 1, 2027, all salary ranges and related incumbents' rates of pay will be increased by the October 2025 to October 2026 All Urban Consumer Price Index for Los Angeles-Long Beach-Anaheim California with a minimum of a 1.5% increase and a maximum of a 4.5% increase.

ARTICLE 7, MOVEMENT ON THE SALARY SCHEDULE

- A. Individual movement of employees within established pay range shall be based on performance and upon recommendation of each employee's supervisory line, and shall not be automatic.
- B. Employees shall generally be evaluated annually on their anniversary date except for newly promoted or hired employees as per Article 9, Salary Administration of this Agreement. Employees may be evaluated at any time by their supervisor.

ARTICLE 8, DEFERRED COMPENSATION PLAN

- A. Employees may elect to participate in the District's Deferred Compensation Plan.
- B. Participation in deferred compensation commences the month following sign-up for new employees.
- C. Employees are eligible to have 3% of their base salary matched per pay period on a \$1 to \$1 basis.
- D. The District has established and maintains a pension plan pursuant to the provisions of Section 401(a) of the Internal Revenue Code of 1986, as amended. Each employee covered has agreed to contribute three percent (3%) of his or her monthly salary into the employee's 457 (b) plan account and the District will contribute three percent (3%) into the employee's 401 (a) plan account. This contribution will not reduce the employee's compensation for the purpose of calculating merit increases or any other payments which are based on the employee's base rate of pay.

Employees are provided a one-time option to contribute to the plan. Employees employed on or before January 1, 2016 were given a one-time option to opt out effective January 1, 2016.

New or promoted employees, upon initial eligibility for enrollment into the plan, will have the one-time option to opt out for the lifetime of the plan. Employees who exercised their right to opt out do not have the option to opt back in during the lifetime of the plan. The enrollment status of the participant (active contributor or opt-out non-participant) will remain in effect for the lifetime of the plan.

E. For employees newly promoted or hired to positions at a date other than January 1, the District payment per calendar year shall be pro-rated for partial year employment.

F. Upon an employee’s separation from the District:

If the employee is age 55 or older on the separation date, all cashable leave time must be contributed to the employee’s 401(a) account, up to the IRS limit. After that contribution, the employee may elect to contribute any remaining cashable leave to their 457(b) account up to the IRS limit. Any cashable leave not contributed to the employee’s 401(a) or 457(b) accounts will be disbursed to the employee in cash. Retiring employees can elect to have their cashable sick leave applied as PERS retirement credit in accordance with Article 18.I.

If the employee is under age 55 on the separation date, the employee may elect to contribute their cashable leave to their 457(b) account, up to the IRS limit. Any cashable leave not contributed to the employee’s 457(b) account will be disbursed to the employee in cash. Retiring employees can elect to have their cashable sick leave applied as PERS retirement credit, in accordance with Article 18.I.

ARTICLE 9, SALARY ADMINISTRATION

A. Classifications shall be assigned to a salary range consisting of a minimum and a maximum amount of compensation for that range.

B. Newly Hired Employee

1. A newly hired employee shall be compensated commensurate with his/her experience, skills, ability, and education. An exceptional candidate hired above the midrange of the salary range must have the approval of the General Manager.
2. A new employee shall be eligible for a merit performance review upon six months of employment and at one year of employment. The merit increase shall follow the guidelines below taking into account the quartile the employee is hired at and the overall performance rating:

	SALARY QUARTILES			
	0-25%	26-50%	51-75%	75% - Control Point
	1	2	3	4
<u>Performance Rating</u>				
Proficient	7%	6%	5%	4%
Highly Effective	8%	7%	6%	5%
Superior	Increase may be above guideline at manager discretion			

After the first full year, the employee shall be reviewed for merit each anniversary date.

3. In no event shall any merit increase exceed the control point for the classification.

C. Newly Promoted Employee

1. A newly promoted employee shall generally receive a 5% increase or the minimum of the classification, but cannot exceed the control point of the higher classification.
2. A newly promoted employee shall be eligible for a merit performance review after six months and after one year in the new position. The guidelines for merit performance increases in B-2 shall apply to newly promoted employees.

D. Merit Increase Not Granted

When a merit increase is not granted due to the employee not meeting performance expectations, the supervisor shall set a date for a special review outlining performance improvements that must be achieved. If the special review is at a minimum considered to be overall proficient, the supervisor may grant a merit increase but it shall not be retroactive.

E. Salary for Out-of-Class Assignment

1. When, in the determination of the Department Director and with the approval of the General Manager, it is necessary to specifically assign to an employee in writing all of the significant duties of a higher classification for at least four (4) workweeks in a three month period, the employee so assigned shall be compensated at the minimum rate established for the higher classification or 5% above the employee's regular base rate of pay, whichever is greater, with such out-of-class assignment pay effective upon the date of the change of assignment. For purposes of this article, the out-of-class workweek shall begin on the day the employee begins the duties of the higher classification, as specified in the written assignment. At the time an employee returns to his/her regular position, his/her salary should reflect the same salary rate he/she had previously, with any merit or salary adjustments added as appropriate. At any time during the out-of-class appointment, an employee may be reassigned from that appointment without the right of appeal or hearing.
2. An employee performing in an approved out of class assignment will be entitled to prorated benefits, when applicable.

F. Priority of Increases

When more than one personnel action involving changes in an employee's salary status becomes effective on the same day, all changes shall be in accordance with the provisions of the preceding sections of this article, and shall take place in the following order of precedence: 1) merit increase 2) promotion, demotion, or reclassification 3) adjustment to salary range.

ARTICLE 10, OVERTIME & COMPENSATORY TIME OFF

- A. Employees in positions determined by the District to be exempt under the Fair Labor Standards Act will be paid or provided compensatory time at the straight time rate for hours worked in excess of 40 hours in a work week. These same employees will not be required to utilize any paid leave time (sick, vacation, or compensatory time) for absences of less than

a full day. These employees are required to track time worked on a daily basis solely for the purposes of computing overtime pay in accordance with Article 10 "Overtime & Compensating Time" of the MOU.

- B. Overtime work may be required of any employee whenever management deems it necessary.
- C. Overtime pay is compensation for hours worked in excess of 40 hours in a workweek. For purposes of overtime, all paid leave hours (excluding paid sick leave hours) shall be considered.
- D. Overtime work shall be credited to the nearest tenth of an hour.
- E. Employees who work overtime shall be entitled to additional compensation as outlined below.

1. Holiday Time

Employees working on scheduled holidays will be compensated at straight time at the employee's regular rate in addition to regular pay for the holiday.

2. Compensatory Time Off in Lieu of Overtime Pay

- a. If an employee is authorized to work overtime, the employee may choose to be compensated by pay or compensatory time off (CTO).
- b. If an employee chooses CTO it shall be at the rate of straight time hours off for each hour worked in excess of 40 hours in a workweek (excluding paid sick leave).

3. Accumulated CTO may not exceed a bank of 60 hours. If an employee reduces the CTO bank below 60 hours, then he/she may opt for CTO accrual for future overtime worked until he/she again reaches the 60 hour limit.

4. CTO may be used with pre-approval of the employee's supervisor. Such time cannot be used in lieu of sick leave when sick leave is available and appropriate for the required work absence.

ARTICLE 11, STANDBY TIME

- A. Part of the duties of each employee may include being available for call-out overnight. The period during which an employee is assigned to be available for such call-outs is designated as Standby Time.
- B. An employee on Standby Time must (1) be ready to respond immediately to a call for service, (2) be readily available at all hours by telephone or other agreed upon communication equipment, and (3) refrain from activities which might impair his/her assigned duties upon call. The parties agree that an employee shall make a reasonable effort to arrive at District headquarters within forty-five (45) minutes from receiving a call-out. The parties agree that employees on Standby Time, as defined above, are "waiting to be engaged."
- C. Standby Time covers all of the hours daily, which are not part of the regularly scheduled workday for the facility or function to which the employee is assigned standby.

- D. Employees available for call-out while on Standby will be compensated at the rate of \$5.00 per hour for all hours except those hours compensated as work hours. If an employee is called back to work while on Standby, the time begins for the employee when he/she receives the call and ends when he/she returns either to his/her home or a location the same distance from the work location to his/her home if the employee is not returning home.

ARTICLE 12, SENIORITY RECOGNITION

The District recognizes seniority and provides for the following cash sums payable annually as of January 1st of each year:

After 10 years of District Service	\$500
After 15 years of District Service	\$700
After 20 years of District Service	\$900

CHAPTER 3, BENEFITS

ARTICLE 13, RETIREMENT – PUBLIC EMPLOYEES’ RETIREMENT SYSTEM AND SOCIAL SECURITY/MEDICARE

- A. The District contracts with the California Public Employee Retirement System (CalPERS) to provide retirement benefits to employees in the unit. Employees who are described as “classic employees” under the Public Employees’ Retirement Law, receive the 2% at 55 benefit formula. The District provides Full Formula CalPERS coverage for past and future service of its employees. Employees are eligible to retire at age 50. Classic employees shall pay their seven percent (7%) member contribution.

Unit members hired on or after January 1, 2013 who are “new members” as defined in the Public Employees’ Pension Reform Act of 2013 (PEPRA), are provided the following retirement benefits: 2% @ 62 benefit formula with a three year (36 month) final compensation period. Employees may designate the highest 36 month period.

PEPRA employees will pay one-half of the total normal cost rate as determined by CalPERS.

- B. The District pays the required employer contribution for employees’ retirement benefit as required by CalPERS.
- C. The District also participates in the Social Security program of the Federal government. FICA/Medicare tax will be deducted from an employee’s pay as required by Federal law.

ARTICLE 14, HEALTH AND WELFARE INSURANCE

- A. Life Insurance

Life insurance equivalent to the sum of \$50,000 plus one year's salary is provided by the District for each regular full-time employee upon completion of one month of continuous employment with the District and upon submission of application for membership. Employees not applying within thirty (30) days will be required to provide medical evidence of insurability.

(NOTE: There is a tax liability for life insurance in excess of \$50,000 per year.)

B. Dental Insurance

1. The District provides dental insurance for regular, full-time employees, his or her spouse, and unmarried dependent children who are under 26 years or children who have a physical or mental disability regardless of age, are eligible for dental coverage on the first of the month following the date of hire. Subscribing members may add new dependents within thirty-one (31) days of marriage, in the case of a new spouse or domestic partner, or the date of birth or adoption, in the case of a child.
2. The District's dental insurance provides orthodontia coverage for a lifetime maximum of \$2,000.00 for the employee and each dependent.

C. Disability Insurance

1. The District shall provide short and long-term disability insurance for each employee. The District retains the right to select a plan(s) different from the current plan. Coverage commences after the employee has completed one month of continuous employment with the District and upon submission of an application for enrollment.
2. An employee eligible for disability benefits shall use available sick leave to cover time off during the 30 calendar day elimination period. After the elimination period, the employee has the option of using the balance of his/her sick leave or vacation leave to coordinate with gross income. The monthly benefit for the long-term disability plan will be two-thirds of the employee's monthly base up to a maximum of \$11,292.00.

D. Medical Coverage

The District shall make every reasonable effort to provide health insurance coverage to employees in this Group subject to the District retaining the right to select a plan(s) different from the current plan.

E. Health Insurance

1. Coverage

The parties agree that the District may select an insurance plan different from the current plan. Specific medical insurance plan information is available on the District's intranet.

2. District Contribution

The District currently pays up to \$1,953.50 per month for the employee's selected medical insurance plan. Any premium cost above the District's contribution shall be borne by the employee or retired employee. An employee who elects to enroll in a medical plan that exceeds the District's contribution shall pay the difference through automatic pre-tax payroll deductions as permitted by IRS Code Section 125.

Effective January 1, 2025, and each January 1, thereafter, the District's contribution towards the employee's selected medical insurance plan shall be adjusted based on the average change among the District's offered plans (Anthem Blue Cross Classic PPO, Anthem Blue Cross Advantage PPO, Anthem Blue Cross HMO plans, and Kaiser Permanente HMO Plans) from the prior year's monthly premium. The adjustment will not be less than 0% and will not exceed 5.0%. In the event that the average change in monthly premium exceeds 5.0%, the excess shall be paid by the employee through automatic pre-tax payroll deductions as permitted by IRS Code Section 125.

3. Maintenance of Effort

In the event of a statutory mandate reducing the District's financial obligation to fund medical insurance, the parties agree that the difference in money between the newly mandated level and the previous level shall continue to be available to the Unit either in the form of a cash bonus or to purchase other benefits, at the discretion of the Association.

4. Eligibility

The employee, his or her spouse, and unmarried dependent children who are under 26 years or children who have a physical or mental disability regardless of age, are eligible for hospital and medical coverage on the first of the month following the date of hire. Subscribing members may add new dependents without a health statement within thirty-one (31) days of marriage, in the case of a new spouse or domestic partner, or the date of birth or adoption, in the case of a child.

5. Extension of Coverage

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

6. Retirees

If the parties change plans or providers there shall be no change to the level of health insurance benefits provided for District retirees.

- a. Notwithstanding the above, the parties agree that for employees hired prior to March 31, 2006 who have at least five years of LVMWD service they shall have a retiree medical contribution equal to 100% of either the employee only (if the employee does not have a dependent) or the employee plus one (if the employee has a dependent) of any District plan (then being provided). If the employee has a dependent, the employee must designate the dependent at the time of retirement.
- b. The parties also agree that retirees and covered dependents who reach the age of 65 must enroll in Medicare Part A and B no later than one month prior to their 65th birthday. Enrollment in Part D will be required if the provider of the health plan offers premium subsidies or incentives or requires enrollment in Medicare Part D. The District will be obligated to contribute the cost of the medical premiums only for those covered as provided herein.
- c. The parties agree that employees hired after March 31, 2006 and prior to July 1, 2013, shall receive a retiree medical contribution in the amount of 75% of either the employee only at the Classic PPO rate (if the employee does not have a dependent) or the employee plus one at the Classic PPO rate (if the employee has a dependent) if the employee retires with at least 10 years of District service and is age 55 or older at retirement.

- d. The parties agree that for employees hired after July 1, 2013, with at least 10 years of District service who are age 55 or older at retirement, their retiree medical benefit shall be in the amount of 75% of the Kaiser Permanente Traditional HMO plan at the employee only level.

F. Vision Care

The District will provide a vision program through a third party vendor at no cost to the employee. The employee may elect to cover his or her spouse, and unmarried dependent children who are under 26 years or children who have a physical or mental disability regardless of age, are eligible for vision coverage on the first of the month following the date of hire, by paying for such coverage. Subscribing members may add new dependents thirty-one (31) days of marriage, in the case of a new spouse or domestic partner, or the date of birth or adoption, in the case of a child.

ARTICLE 15, EDUCATIONAL ASSISTANCE PROGRAM

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

ARTICLE 16, PROFESSIONAL ORGANIZATIONS REIMBURSEMENT

The District supports memberships in professional organizations which benefit both the employee's field of expertise and the District by the employee's direct involvement in the organization. All requests for membership in professional organizations require Department Director approval and may be subject to an annual maximum.

ARTICLE 17, PHYSICAL FITNESS PROGRAM

An amount of \$500 shall be made available to employees covered by this Agreement every July 1st for payment of costs with primary emphasis on preventive health maintenance, relative to obtaining/receiving a comprehensive physical examination, membership to private gym facilities, purchase of home gym equipment, or membership for at-home fitness programs. Gym and at-home fitness memberships and purchase of home gym equipment will be reimbursed following proof of payment. Expenses will be reimbursed to the employee after they are incurred relative to receipt of a medical examination and required exam-related follow up procedures/activities to the extent such expenses are not covered by the employee's District-provided medical insurance coverage. Costs not covered by the dental or vision care programs are not reimbursable under this benefit.

Documentation must be provided to the General Manager of medical examination by a licensed physician before reimbursement will be authorized.

CHAPTER 4, LEAVES OF ABSENCE

ARTICLE 18, SICK LEAVE

Full-time, regular employees are provided sick leave with pay under the conditions outlined below.

- A. If an employee has accumulated sick leave, it shall be used for the following:
 1. When an employee is ill.

2. When a member of an employee's immediate family is ill and the employee must care for such ill family member subject to Family Medical Leave Act policy limits.
 3. For visits to doctors, dentists and optometrists for physicals, treatment or preventative care.
 4. For any other reason permitted by law.
- B. Sick leave accrual will be cumulative, without limit as to time, and if not taken in any given year, will be usable in subsequent year's employment, the purpose being to make sick leave available to an employee in times of urgent need.
- C. The amount of sick leave an employee accrues is computed to include weekends, holidays, paid vacation time and paid sick leave as continuous service.
- D. Accrual of sick leave will be at the rate of eight hours per calendar month beginning with the date of hire and computed to the date of termination, prorated to the nearest hour.
- E. The smallest unit for which sick leave will be granted will be one half-hour.
- F. An employee who is absent on sick leave may be contacted by his/her supervisor. For absences due to illness in excess of 5 days, or less, if justified in the opinion of the employee's supervisor, manager, or Department Director, the employee must obtain a statement from his/her doctor stating: (a) that the employee could not work during the period of absence; and (b) that the employee is now able to return to work.
- H. Sick Leave Buy-Back
 Annually, in December employees may submit an irrevocable election to receive payment of accrued sick leave up to the number of hours in the schedule below provided the employee maintains a sick leave balance of one hundred and twelve (112) hours following the payment. Payment shall be made the following December. For example, the irrevocable election form submitted in December 2024 will be for December 2025 payment. Human Resources will adjust the final number of hours cashed out, up to the number of hours elected, based on the table below and requirement to maintain 112 hours. For example, if any employee selects to cash out 96 hours and the employee took one day of sick leave, the cash out will be adjusted to 88 hours.

Sick Leave Days Used in the Fiscal Year	Sick Leave Hours Payable at Fiscal Year End
0	96
1	88
2	80
3	72
4	64
5	56
6	48
7	40
8	32

9	24
10	16
11	8
12	0

Irrevocable election forms will be provided by Human Resources.

Sick leave converted to cash may be deferred into the employees 457 deferred compensation plan subject to annual plan limits.

I. Sick Leave Payoff Upon Voluntary Termination of Employment

A program is provided for payment, upon voluntary resignation with notice, retirement or death, for accrued but unused sick leave. Vesting in the sick leave program and payment therefore will be on the following basis.

1. After five years of full-time, regular employment with the District (the sixth year), an employee will be paid, upon voluntary termination, retirement or death, for 25% of all hours of accrued but unused sick leave at the rate of his/her then current base rate. An additional 5% of all hours of accrued but unused sick leave of his/her salary will be paid for each additional completed year of service.
2. Upon completion of 20 years of service with the District, the employee would be paid for 100% of unused sick leave.
3. An employee who leaves the District through retirement shall first defer their cashable leave as described in Article 8.F. and then be given the option of (1) being paid for accrued but unused sick leave in accordance with Section I.1. and 2. above and with the balance, if any, being applied as PERS retirement credit, or (2) receiving no payment and instead having all accrued but unused sick leave applied as PERS retirement credit.

ARTICLE 19, VACATION

Vacations are subject to approval of the Supervisor, employees will be granted vacation leave with pay, if they have enough accrued vacation time to cover the amount of leave requested.

A. Accrual

The number of hours an employee accrues for vacation leave with pay is computed as follows:

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

During Service Years	Annual Accrued Hours	Hours Accrued at end of Each Pay Period <u>(based on 26 pay periods)</u>
1,2&3	104	4.00
4,5 & 6	112	4.31

7, 8 & 9	120	4.62
10, 11 & 12	128	4.92
13,14 & 15	136	5.23
16, 17 & 18	144	5.54
19, 20 & 21	152	5.85
22, 23 & 24	160	6.15
25 & above	168	6.46

2. The maximum number of vacation hours that may be earned in any year is 168.
 3. Accrual of vacation time will be by month beginning with the date of hire and computed to the date of termination, pro-rated to the nearest one-half day.
- B. The vacation leave time earned each year will be available to the employee for vacation or may be accrued, wholly or partially, in the employee's Leave Account.
 - C. Normally, no more than 311 hours will be permitted to accrue in an employee's Leave Account.
 - D. The maximum vacation an employee can take is 21 consecutive working days, unless special circumstances warrant approval by the General Manager for a longer period.
 - E. Pay during vacation leave will be at the monthly rate currently paid the employee at the time the vacation is taken.
 - F. When an employee is discharged or terminated, he/she will be paid for his/her accumulated vacation leave at his/her then current base rate of pay.
 - G. In computing the amount of vacation leave accrual, holidays, weekends, paid vacation time and paid sick leave will be included as continuous service.
 - H. Vacation generally cannot be taken in lieu of sick leave except in certain family leave qualifying events.
 - I. Employees shall have the option to cash out up to 40 hours of accrued vacation leave in November of each year, provided 80 hours of vacation or compensatory time has been used as time off during the preceding 12 months. Pursuant to IRS regulations, a non-revocable election must be made prior to December 31 of the preceding year for cash out at the conclusion of the calendar year.

ARTICLE 20, LEAVES OF ABSENCE

- A. A leave of absence without pay may be granted by Department Directors for up to 40 hours within a fiscal year. Such leaves do not require the General Manager's approval.
- B. Such leave without pay must be pre-approved before the time can actually be used. Also, such leaves may be taken even if the employee has existing comp time or vacation on the books. In

no case, may a leave of absence without pay exceed 40 hours in a fiscal year without the General Manager's approval.

- C. In addition, leave without pay may be granted by the General Manager and shall not exceed a continuous period of 30 calendar days, except for extended unpaid sick leave, military leave, pregnancy leave, parental leave, and family and medical leave, or for leave as permitted by law.
- D. Vacation and sick leave benefits are not earned nor holidays paid during leave without pay. Leave of absence without pay includes leave where the District is not paying wages to the employee.

ARTICLE 21, HOLIDAYS

- A. The District shall observe the holidays listed below and upon which the District is normally closed:

- January 1
- Martin Luther King Jr. Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day and the following Friday
- December 24
- December 25
- December 31

- B. If any of the holidays set forth above falls on the first day of an employee's weekend, the holiday will be observed on the previous work day.
- C. If any of the holidays set forth above falls on the last day of an employee's weekend, the holiday will be observed on the following work day.
- D. A weekend is any two or three regularly scheduled consecutive days off. An employee working a 9/80 workweek will alternate between two and three-day weekends.
- E. The December 24/25 and December 31/January 1 holidays often provide four consecutive days off for employees. If the holiday schedule provides four-day weekend for employees with Monday through Friday schedules then the District will try to schedule four consecutive days off for employees working an irregular workweek.

ARTICLE 22, BEREAVEMENT LEAVE

In the case of death of an employee's immediate family member, the employee will be eligible to take 40 hours or five days, whichever is greater, off from work as bereavement leave.

These days, if requested, need not be consecutive. "Immediate family" is designated as the spouse/registered domestic partner, child (including step and foster), parent (including step and foster), sibling (including step and foster), grandparent or grandchild of the employee or the employee's spouse/registered domestic partner.

The District shall pay an employee up to 27 hours as bereavement, however, if the employee must travel more than 500 miles one way to attend services of the employee's immediate family member, the District shall provide up to 40 hours as paid bereavement leave. The employee must use their accrued leave, to the extent available, to cover any bereavement leave not paid for by the District. If no accrued leave is available, those additional hours/days of bereavement leave shall be unpaid.

The District may provide additional bereavement leave upon request on a case-by-case basis, subject to the General Manager's or designee's written approval. Employees who request and are granted bereavement leave beyond the initial 40 hours or five days, whichever is greater, must utilize any accrued leave for those additional days/hours, if available, or such leave shall be unpaid.

The District may require that employees submit supportive documentation of the need for bereavement leave within 30 days of the employee's first day of bereavement leave.

ARTICLE 23, REPRODUCTIVE LOSS LEAVE

Effective January 1, 2024, employees shall be eligible to take up to five days (including non-consecutive days) of reproductive loss leave. Reproductive loss leave shall be unpaid, however, the employee may use available leave banks (including sick or vacation leave) to cover the unpaid time. The reproductive loss leave must occur within three months of the reproductive loss event, as defined by Government Code section 12945.6.

Reproductive loss leave means a day or, for a multiple-day event, the final day of a failed adoption, failed surrogacy, miscarriage, stillbirth, or an unsuccessful assisted reproduction as those terms are defined by Government Code section 12945.6.

ARTICLE 24, JURY DUTY

Full-time, regular employees will be paid his/her regular salary while he/she is on jury duty for up to 80 hours per fiscal year, less the amount received from the Court for such service as a juror. An attendance record from the Court for the time spent on jury duty and a copy of the check for such service must be submitted to the District's payroll section. The amount received from the Court for service as a juror will be deducted from the employee's paycheck following completion of such service.

CHAPTER 5, EMPLOYEE/EMPLOYER RELATIONS

ARTICLE 25, DISCIPLINARY PROCEDURE

Disciplinary action should be initiated when the employee's performance or conduct falls short or below expected standards of performance or conduct. The seriousness of the offense and prior discipline or corrective actions will be considered in determining the level of disciplinary action required.

Generally, the following sequence will be followed in the process of correcting performance or conduct. It is highly recommended that the Human Resources Manager be consulted prior to initiating any disciplinary actions,

A. Oral Warning

1. The supervisor will confer with the employee about the areas needing improvement and reach a clear understanding of expectations, which will be reduced to writing, to bring the

performance or conduct to acceptable standards. The written confirmation of oral warning will not be placed in the employee's personnel file unless the misconduct continues and escalates to a higher level of discipline. Should further discipline result, the written confirmation of oral warning may be included as an exhibit in support of the higher level of discipline.

2. In some cases, especially if counseling fails to result in marked improvement, the supervisor may initiate a Performance Improvement Plan (PIP). The PIP will include 1) a description of the areas in which the employee is not meeting expectations, 2) a description of what the employee must do to meet performance expectations, 3) the time period (generally no more than 90 days) to attain the expected performance expectations, and 4) a statement of the consequences of failing to bring the performance expectations to acceptable level. Both the supervisor and the employee must sign the PIP.

B. Letter of Reprimand

In the event the oral warning or PIP does not result in improvement of performance to acceptable levels, the supervisor may prepare a written reprimand. The supervisor shall submit the written reprimand to the Division Manager or Department Director. After reviewing the reprimand, the Division Manager or Department Director, depending on the seriousness of circumstances and the facts, may call for a meeting with the employee and the supervisor to discuss the charges and obtain the employee's side of the issues. The Division Manager or Department Director will then issue a decision to authorize the reprimand or render a different decision. The written reprimand will put the employee on notice that failure to correct performance or conduct may result in more serious disciplinary actions, up to and including termination.

1. Notwithstanding the above, a reprimand may be issued to an employee without prior counseling or warning depending on the seriousness of the offense, performance, or conduct.
2. An employee has the right to respond in writing and have the response attached to the reprimand as part of the personnel file. If the employee wishes to submit a written rebuttal, Human Resources must receive it within 30 days of the employee receiving the written reprimand.

C. Severe Disciplinary Actions

1. Severe disciplinary actions are defined as demotion/transfer, suspension without pay, or termination.
2. The District may impose disciplinary actions on a case by case basis when warnings, reprimands, or other corrective actions have failed to improve expected standards of performance or conduct, or when the offense, conduct or violation is deemed to be severe and warrants discipline up to and including termination. The severity of the disciplinary action will consider the employee's previous history of performance, conduct and disciplinary actions.
3. A Division Manager may recommend severe disciplinary actions to the Department Director. It is the responsibility of the Department Director in consultation with the Human Resources Manager and, where appropriate, the Division Manager, to prepare the

documentation and notice of proposed disciplinary action. The Department Director will meet with the employee to review the proposed disciplinary action and hear any response by the employee.

4. Unless rescinded by the Department Director, the employee may appeal the proposed disciplinary action to the General Manager within seven calendar days. The General Manager will schedule a meeting with the employee within seven calendar days of receiving notice of the appeal. The General Manager will render a written decision within seven calendar days of the meeting.
5. The employee may appeal the General Manager's decision to the Board of Directors by giving written notice to the General Manager within seven calendar days of receipt of the General Manager's written decision. The Board of Directors will consider the appeal at one or more regularly or specially scheduled meetings within a reasonable period of time. The decision of the Board is final.

ARTICLE 26, GRIEVANCE PROCEDURE

A grievance is a claim by one or more persons of a violation, misinterpretation or inequitable application of the rules and regulations or memorandum of understanding applicable to the employees. A dispute over the terms of the Agreement or a dispute concerning a performance evaluation shall not constitute a grievance.

The employee at any step of the grievance procedure may represent himself/herself, may be represented by a fellow employee, attorney, or any other person he/she may choose. Employee representatives must take pre-approved time off.

A. Processing the Grievance -- Step No. 1

Informal Discussion with Supervisor:

1. The grievance shall first be discussed on an informal basis by the aggrieved with his/her immediate Supervisor within 7 calendar days from the date of the action causing the grievance. The immediate Supervisor shall respond within 7 calendar days. Every effort shall be made to resolve the grievance between the employee and his/her immediate Supervisor.
2. In the event the employee believes the grievance has not been satisfactorily resolved, the employee shall submit the grievance in writing to the Department Director or Division Manager within 7 calendar days after receipt of the immediate Supervisor's response.

B. Processing the Grievance -- Step No. 2

Review by Division Manager or Department Director or designee:

1. Within 7 calendar days after receiving the written grievance, the Department Director or Division Manager shall meet with all parties concerned, and they shall thoroughly discuss the grievance.
2. The Department Director or Division Manager shall give his/her written decision within 7 calendar days after the discussion.

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C. Processing the Grievance -- Step No. 3

Review by General Manager:

1. If the grievance has not been satisfactorily resolved by the Department Director or Division Manager, the grievance may be submitted to the General Manager within 7 calendar days of the Department Director's written response. Within 7 calendar days after receiving the written grievance, the General Manager shall schedule a meeting with all parties concerned, and they shall thoroughly discuss the grievance.
2. The General Manager shall give his written decision within 7 calendar days. If the aggrieved feels that the decision of the General Manager is unjust, a final appeal may be made to the Board of Directors within 7 calendar days. The decision of the board is final.

D. The time limitations are designed to quickly settle a grievance. Time limitations may be extended by agreement of both parties in writing. If at any stage of the grievance procedure the employee is dissatisfied with the decision rendered, it shall be the grievant's responsibility to submit the grievance to the next designated level of review within the time limits specified. Failure to submit the grievance within the time limits imposed shall terminate the grievance process and the grievance shall be considered resolved. The grievant shall promptly proceed to the next step if the immediate Supervisor, Division Manager, Department Director, or General Manager fails to respond within the time limits specified, unless prior mutually agreeable arrangements are made.

ARTICLE 27, LAYOFFS

In the event the work load of the District decreases to the point where lay-off of otherwise satisfactory employees is required, lay-offs within each classification will be determined by the General Manager on the basis of merit, as determined by his/her performance reports for his/her current classification, and will be subject to two weeks' notice or severance pay, at the discretion of the employee. For 24 months employees so laid off will be called to resume work prior to District recruiting to fill jobs created by an increase in the District's workload for the classification in question.

ARTICLE 28, PEACEFUL PERFORMANCE

- A. The parties recognize and acknowledge that many of the services performed by the employees covered by this Agreement are essential to the public health, safety and general welfare of the residents within the District service area.
- B. Consequently, the Association agrees that under no circumstances will it recommend, encourage, cause or permit its members to initiate, participate in, nor will any member of the bargaining unit take part in, any strike, sit-down, stay-in, slow-down or picketing (hereinafter collectively referred to as work-stoppage), in any office, or facility of the District, not to curtail any work or restrict any production, or interfere with any operation of the District during any period in which an Agreement is in effect, or during any period in which an expired Agreement has remained in effect while the parties negotiate a successor Agreement.
- C. In the event of any such work-stoppage by any member of the Unit, the District shall not be required to negotiate on the merits of any dispute which may have given rise to such work-stoppage until said work-stoppage has ceased.

- D. In the event of any such work-stoppage during the term of this Agreement, whether by, the Association or by any member of the bargaining unit, the Association, by its officers, shall immediately declare in writing and publicize that such work-stoppage is contrary to the Agreement and unauthorized and further direct its members in writing to cease the said conduct and to resume work. Copies of such written notice shall be served upon the District.
- E. If in the event of a work-stoppage, the Association promptly and in good faith performs the obligations of this Section, and, providing, the Association has not otherwise authorized, permitted or encouraged such work-stoppage, the Association shall not be liable for any damages caused by the violation of this Section.
- F. However, the District shall have the right to discipline, subject to due process, including discharge, any employee who instigates, participates in, or gives leadership to, work-stoppage activity herein prohibited.
- G. The District and the Association shall have the right to seek full legal redress.

ARTICLE 29, PERFORMANCE

Each District employee is expected to:

- A. Work in harmony with his/her supervisor and fellow employees.
- B. Not use District facilities or time during which he/she is being paid by the District, on personal projects.
- C. Refrain from activities or personal conduct on the job that would cast discredit on the District, its management, or employees.

ARTICLE 30, TELECOMMUTING

Telework has been found to benefit society by reducing energy consumption, decreasing environmental pollution, and reducing traffic congestion. Additionally, telework has been found to benefit employers and employees by reducing office costs, saving commuting costs, allowing flexibility in work schedules, and promoting a positive work/life balance. The Department Director may approve occasional or regular partial or full day telecommuting schedules that meet the operational needs and policies of the District, up to two (2) partial or full days per week. Telecommuting is subject to the terms and conditions of the District Telecommuting Policy.

ARTICLE 31, SEPARATION FROM THE DISTRICT

- A. An employee resigning or leaving work without two weeks' notice will be considered discharged insofar as the application of these rules and regulations is concerned.
- B. Resignations will be effective upon the last day worked, and payment will be made on the next payday for any accrued vacation leave.
- C. An employee separating from the District in good standing is expected to refrain from using paid time off during the final two weeks of his or her tenure with the District.

ARTICLE 32, FULL UNDERSTANDING, MODIFICATION AND WAIVER

- A. It is intended that this Agreement sets forth the full and entire understanding of the parties

regarding the matters in this Agreement, and any prior or existing understanding or agreements, whether formal or informal, regarding such matters are superseded and terminated.

Management will continue to administer the formal and informal terms and conditions of employment in a reasonable manner.

- B. The Association and the District agree that during the negotiations which resulted in this Agreement, each had unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of employee-employer relations. Therefore, this Agreement represents the only Agreement of the parties which may provide for changes in terms and conditions of employment as a result of negotiations and/or actual adoption and implementation of the provisions of this Agreement.
- C. During the term of this Agreement, neither the District nor the Association shall be obligated to Meet and Confer on any matter:
 - 1. Whether or not specifically referred to in this Agreement;
 - 2. Whether or not the matter was within the knowledge or contemplation of either party at the time of negotiations;
 - 3. Whether or not the matters were proposed and later withdrawn during negotiations.
- D. No change to this Agreement will be binding upon either party unless made in writing and signed by the parties
- E. The waiver of appeal of any breach of any term or condition of this Agreement by either party shall not constitute a precedent or in any way bar the future enforcement of all contractual terms and provisions.

ARTICLE 33, DISTRICT RIGHTS

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

ARTICLE 34, EMPLOYEE RIGHTS

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

Supervisor, Professional & Confidential Unit MOU
10/12/2024 – 12/31/2027

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

For Las Virgenes MWD:

Vicky Barker, Negotiator

Adrianna E. Guzman, Negotiator

Andy Arenas
Bargaining Team Member

Donald Patterson, Director of Finance
and Administration

Shawn Triplett
Bargaining Team Member

Sophia Crocker, Human Resources
Manager

Christopher Hendricks
Bargaining Team Member

Authorized to accept this Memorandum of Understanding on behalf of the Las Virgenes
Municipal Water District Board of Directors, at their meeting of October 15, 2024.

David W. Pedersen
General Manager

Date

Approval as to form:

W. Keith Lemieux
Legal Counsel

Date

Appendix A

LVMWD

Supervisors, Professionals and Confidential Classifications- covered by this Agreement
Salary Table – October 12, 2024

Classification	Range	Time Base	Entry	Top
Accountant	SP 57	Hourly	\$ 44,522.00	\$ 57,887.50
		Monthly	\$ 7,717.15	\$ 10,033.83
		Annual	\$ 92,605.76	\$ 120,406.00
Accounting Supervisor	SP 70	Hourly	\$ 61,374.00	\$ 79,798.40
		Monthly	\$ 10,638.16	\$ 13,831.72
		Annual	\$ 127,657.92	\$ 165,980.62
Assistant Engineer	SP 63	Hourly	\$ 51,631.80	\$ 67,131.70
		Monthly	\$ 8,949.50	\$ 11,636.17
		Annual	\$ 107,394.04	\$ 139,634.04
Associate Engineer	SP 68	Hourly	\$ 58,416.70	\$ 75,953.30
		Monthly	\$ 10,125.57	\$ 13,165.23
		Annual	\$ 121,506.84	\$ 157,982.76
Chief Water Reclamation Plant Operator	SP 69	Hourly	\$ 59,877.10	\$ 77,852.20
		Monthly	\$ 10,378.70	\$ 13,494.39
		Annual	\$ 124,544.42	\$ 161,932.68
Control Systems Supervisor	SP 70	Hourly	\$ 61,374.00	\$ 79,798.40
		Monthly	\$ 10,638.16	\$ 13,831.72
		Annual	\$ 127,657.92	\$ 165,980.62
Compost Operations Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Construction Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Customer Service Office Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Customer Service Operations Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Customer Service Programs Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Electrical/Instrumentation Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Engineering Program Manager	SP 78	Hourly	\$ 74,778.30	\$ 97,226.70
		Monthly	\$ 12,961.56	\$ 16,852.64
		Annual	\$ 155,538.76	\$ 202,231.64
Facilities Maintenance Supervisor	SP 67	Hourly	\$ 56,991.90	\$ 74,100.80
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Financial Analyst I	SP 60	Hourly	\$ 47,945.30	\$ 62,338.40
		Monthly	\$ 8,310.51	\$ 10,805.32
		Annual	\$ 99,726.12	\$ 129,663.82
Financial Analyst II	SP 66	Hourly	\$ 55,601.80	\$ 72,293.50
		Monthly	\$ 9,637.64	\$ 12,530.87
		Annual	\$ 115,651.64	\$ 150,370.48

Supervisor, Professional & Confidential Unit MOU
10/12/2024 – 12/31/2027

Human Resources Analyst I	SP 60	Hourly	\$ 47.9453	\$ 62.3384
		Monthly	\$ 8,310.51	\$ 10,805.32
		Annual	\$ 99,726.12	\$ 129,663.82
Human Resources Analyst II	SP 66	Hourly	\$ 55.6018	\$ 72.2935
		Monthly	\$ 9,637.64	\$ 12,530.87
		Annual	\$ 115,651.64	\$ 150,370.48
Human Resources Coordinator	SP 54	Hourly	\$ 41.3430	\$ 53.7543
		Monthly	\$ 7,166.12	\$ 9,317.40
		Annual	\$ 85,993.44	\$ 111,808.84
Legislative Program Manager	SP 74	Hourly	\$ 67.7454	\$ 88.0826
		Monthly	\$ 11,742.53	\$ 15,267.66
		Annual	\$ 140,910.38	\$ 183,211.86
Management Analyst I	SP 60	Hourly	\$ 47.9453	\$ 62.3384
		Monthly	\$ 8,310.51	\$ 10,805.32
		Annual	\$ 99,726.12	\$ 129,663.82
Management Analyst II	SP 66	Hourly	\$ 55.6018	\$ 72.2935
		Monthly	\$ 9,637.64	\$ 12,530.87
		Annual	\$ 115,651.64	\$ 150,370.48
Network & Security Engineer	SP 70	Hourly	\$ 61.3740	\$ 79.7984
		Monthly	\$ 10,638.16	\$ 13,831.72
		Annual	\$ 127,657.92	\$ 165,980.62
Principal Technology Analyst	SP 70	Hourly	\$ 61.3740	\$ 79.7984
		Monthly	\$ 10,638.16	\$ 13,831.72
		Annual	\$ 127,657.92	\$ 165,980.62
Public Affairs Associate I	SP 59	Hourly	\$ 46.7759	\$ 60.8180
		Monthly	\$ 8,107.82	\$ 10,541.79
		Annual	\$ 97,293.82	\$ 126,501.44
Public Affairs Associate II	SP 65	Hourly	\$ 54.2457	\$ 70.5302
		Monthly	\$ 9,402.60	\$ 12,225.24
		Annual	\$ 112,831.16	\$ 146,702.92
Purchasing Supervisor	SP 67	Hourly	\$ 56.9919	\$ 74.1008
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Resource Conservation Supervisor	SP 69	Hourly	\$ 59.8771	\$ 77.8522
		Monthly	\$ 10,378.70	\$ 13,494.39
		Annual	\$ 124,544.42	\$ 161,932.68
Senior Engineer	SP 75	Hourly	\$ 69.4391	\$ 90.2847
		Monthly	\$ 12,036.12	\$ 15,649.36
		Annual	\$ 144,433.38	\$ 187,792.28
SCADA Analyst	SP 65	Hourly	\$ 54.2457	\$ 70.5302
		Monthly	\$ 9,402.60	\$ 12,225.24
		Annual	\$ 112,831.16	\$ 146,702.92
Technical Services Supervisor	SP 67	Hourly	\$ 56.9919	\$ 74.1008
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Water Quality Supervisor	SP 69	Hourly	\$ 59.8771	\$ 77.8522
		Monthly	\$ 10,378.70	\$ 13,494.39
		Annual	\$ 124,544.42	\$ 161,932.68
Water Systems Supervisor	SP 67	Hourly	\$ 56.9919	\$ 74.1008
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56
Water Treatment Supervisor	SP 67	Hourly	\$ 56.9919	\$ 74.1008
		Monthly	\$ 9,878.59	\$ 12,844.13
		Annual	\$ 118,543.10	\$ 154,129.56

Supervisor, Professional & Confidential Unit MOU
10/12/2024 – 12/31/2027



DATE: October 15, 2024
TO: Board of Directors
FROM: Engineering and Facilities

SUBJECT: Contractual Service Agreement with Ontario Refrigeration: Amendment

SUMMARY:

Staff periodically needs to request amendments to certain contractual service agreements. Board approval is required when the amendment results in a contract amount equaling or exceeding \$50,000. Currently, there is a contract in place with Ontario Refrigeration for HVAC maintenance and repair services in the amount of \$49,950. Due to the higher cost of parts and aging equipment, as well as more frequent repairs and replacements that have depleted authorized funds, staff requests an increase to the current contract, in the amount of \$50,050, for the term ending on May 20, 2025, for a total annual not-to-exceed amount of \$100,000, and an increase for the fourth renewal term ending on May 31, 2026, for a total not-to-exceed amount of \$100,000.

RECOMMENDATION(S):

Authorize the General Manager to execute a contract amendment with Ontario Refrigeration, in the amount of \$50,050, for the current term ending on May 31, 2025, and approve an increase to the fourth renewal term ending on May 31, 2026, for a total not-to-exceed amount of \$100,000, for quarterly maintenance and repairs of all District HVAC systems.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The total cost of this action is \$50,050. Sufficient funds are available in the adopted Fiscal Year 2024-25 Budget.

DISCUSSION:

Contractual service agreements and annual purchase orders are issued to vendors for frequent repeat purchases of various supplies and services required to support the operational needs of the District.

Annual contracts are issued to vendors that provide on-site services (i.e. HVAC maintenance and repairs). The contracts provide a higher level of protection than traditional annual purchase orders by serving to limit potential liability and ensuring that the required services are clearly defined.

The annual contracts are typically issued for one year with four possible one-year renewals. All contracts with an annual amount of \$50,000 or more are brought to the Board for approval following the competitive bidding process every five years, or when an annual increase requires exceeding the previously-approved renewal terms. Staff periodically needs to request amendments to certain contractual service agreements. Board approval is required when the amendment results in the contract amount equaling or exceeding \$50,000.

The District entered into a five-year contract with Ontario Refrigeration for HVAC maintenance and repairs for all District HVAC systems with an initial term from June 1, 2021 through May 31, 2022. The District has exercised three renewal options to date and is in the third renewal option commencing June 1, 2024 through May 31, 2025. There is one annual renewal remaining on the five-year contract commencing June 1, 2025 through May 31, 2026. The contract covers all of the quarterly preventative maintenance for all the District's HVAC and heating equipment at all of the facilities, as well as pump stations, lift stations, and numerous variable frequency drive cabinets.

The current term's annual contract is in the amount of \$49,950 for quarterly maintenance and repairs. With the rise of inflation, wage increases, escalating material costs, and an aging infrastructure, the contract amount for the current term has been exhausted. Recently, an HVAC unit at Lift Station No. 2 had to be replaced costing in excess of \$12,000, and additional existing equipment required several repairs, which depleted the contract amount, along with on-going maintenance on all units throughout the District. An additional \$50,050 will provide the funds needed for this contract term. Staff requests an increase in the amount of \$50,050 to the contract for the current term ending May 31, 2025, for total annual not to exceed amount of \$100,000 for this term, and increase the fourth renewal commencing June 1, 2025 through May 31, 2026, for a total not to exceed amount of \$100,000.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Shawn Triplett, Facilities Maintenance Supervisor



DATE: October 15, 2024
TO: Board of Directors
FROM: Water Operations

SUBJECT: Contract Laboratory Services: Amendment

SUMMARY:

On February 6, 2024, the Board approved a third contract renewal to the professional services agreement with Weck Laboratories, Inc. (Weck), in the amount of \$190,821.71. Throughout the year, additional contractual laboratory services were needed due to increased environmental monitoring required by the National Pollutant Discharge Elimination System (NPDES) permit, Department of Drinking Water (DDW) and Environmental Protection Agency (EPA), as well as additional water quality monitoring needed for the design of the full-scale Pure Water Project Las Virgenes-Triunfo. Available funding in the Weck contract has been depleted. Staff recommends authorization to increase the current contract, in the amount of \$64,178.29, for a total annual not-to-exceed amount of \$255,000; and approval of an increase for the fourth contract renewal for a total not-to-exceed amount of \$255,000, plus the change in the Consumer Price Index (CPI), for the 2025 fourth contract renewal.

RECOMMENDATION(S):

Authorize the General Manager to approve an increase to the professional services agreement with Weck Laboratories, Inc., in the amount of \$64,178.29; and approve an increase for the 2025 fourth contract renewal for a total annual not-to-exceed amount of \$255,000, plus the change in the Consumer Price Index.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The CPI adjustment for 2025 will be based on the actual December 2023 to 2024 CPI data. Sufficient funds are available in the adopted Fiscal Year 2024-25 Budget. No additional

appropriation is required.

DISCUSSION:

The District operates and maintains a state-certified water quality laboratory at the Tapia Water Reclamation Facility and is utilized by all District departments, as needed. The services of a contract laboratory are necessary for analyses beyond in-house staffing resources or capabilities.

On January 19, 2021, the Board approved a Professional Services Agreement with Weck Laboratories, Inc. (Weck) authorizing a one-year agreement in the amount of \$167,608, with four one-year renewal options for contract laboratory services.

On February 6, 2024, the Board approved a third contract renewal to the Professional Services Agreement with Weck in an amount of \$190,821.71, adjusting the contract amount to account for increased expenses and the Consumer Price Index (CPI) for inflation.

Throughout this contract term with Weck, additional contractual laboratory services were needed due to increased environmental monitoring required by the National Pollutant Discharge Elimination System (NPDES) permit, Department of Drinking Water (DDW) and Environmental Protection Agency (EPA), as well as additional water quality monitoring needed for the full-scale Pure Water Project design. The additional testing includes, but is not limited to:

- More than typical 005 discharges to the Los Angeles River due to the wet year and prolonged cool weather, resulting in low recycled water use.
- Lead and Copper Testing in the potable water system required by DDW.
- The EPA issued sampling and testing protocols for the Unregulated Contaminant Monitoring Rule 5 (UCMR5), which is ongoing.
- Sampling at the Pure Water Demonstration Facility increased for California Toxics Rule (CTR) compliance monitoring.
- CTR monitoring was added at the Las Virgenes Reservoir.
- Sampling and testing for preformed monochloramine formation is ongoing, as a part of the full-scale Pure Water Project design.

As a result of the increase in samples being sent to the contract laboratory, the available funds have been depleted and staff is recommending an increase to the contracted amounts for the 2024 term and 2025 renewal.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Veronica Hurtado, Water Reclamation Manager



DATE: October 15, 2024
TO: Board of Directors
FROM: Water Operations

SUBJECT: Water Main Break at 5745 Parkmor Road: Continuation of Emergency Declaration

SUMMARY:

On June 4, 2024, the Board adopted Resolution No. 2640, continuing the declaration of emergency due to a 12-inch water main break at 5745 Parkmor Road in the City of Calabasas to ensure that the work can be completed expeditiously. Significant progress towards completing the work has been made, including restoration of the slope and abandonment of the existing water main that broke and caused the damage. One of the final remaining elements is construction of the retaining wall on the sloped side of the property.

RECOMMENDATION(S):

Approve the continuation of an emergency declaration due to a 12-inch water main break at 5745 Parkmor Road in the City of Calabasas.

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

There is no direct financial impact associated with continuing the emergency declaration.

DISCUSSION:

The zoning permit has been approved by the City of Calabasas and is in the process of being filed with the Department of Building and Safety. Block, caps and geo-grid for constructing the retaining wall has been ordered and is being delivered to District Headquarters. The homeowner has been kept apprised of the progress being made towards completing the work.

Section 2-6.402 of the Las Virgenes Municipal Water District Code requires that once the Board has declared an emergency, it must determine by a four-fifths vote at each subsequent

regular Board meeting whether to continue or terminate the authorization for emergency. Staff recommends that the emergency declaration be continued until such time that the work is substantially completed.

GOALS:

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

Prepared by: Darrell Johnson, Director of Water Operations

The Metropolitan Water District of Southern California

Agenda

The mission of the Metropolitan Water District of Southern California is to provide its service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way.

Board of Directors - Final - Revised 3

October 8, 2024

1:00 PM

Tuesday, October 8, 2024 Meeting Schedule
08:30 a.m. EOP 10:30 a.m. FAM 12:30 p.m. Break 01:00 p.m. BOD

Agendas, live streaming, meeting schedules, and other board materials are available here: <https://mwdh2o.legistar.com/Calendar.aspx>. Written public comments received by 5:00 p.m. the business days before the meeting is scheduled will be posted under the Submitted Items and Responses tab available here: <https://mwdh2o.legistar.com/Legislation.aspx>.

If you have technical difficulties with the live streaming page, a listen-only phone line is available at 1-877-853-5257; enter meeting ID: 891 1613 4145.

Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via in-person or teleconference. To participate via teleconference 1-833-548-0276 and enter meeting ID: 815 2066 4276 or to join by computer [click here](#).

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

Teleconference Locations:

Santa Ana City Hall • 20 Civic Center Drive • Santa Ana, CA 92701

City Hall • 303 W. Commonwealth Avenue • Fullerton, CA 92832

Marriott Center City • 124 St. Charles Avenue • New Orleans, LA 70130

525 Via La Selva • Redondo Beach, CA 90277

420 W 1500 S • Richfield, UT 84701

Sheraton New Orleans Hotel • 500 Canal Street • New Orleans LA 70130

1545 Victory Boulevard 2nd Floor • Glendale CA 91201

Boulevard Green • 1412 Lower Green Circle • Columbus OH 43212

3008 W. 82nd Place • Inglewood, CA 90305

1. Call to Order

- a. Invocation: Secretary of the Board Lois Fong-Sakai, San Diego County Water Authority
- b. Pledge of Allegiance: Vice Chair of the Board Nancy Sutley, City of Los Angeles

2. Roll Call

3. Determination of a Quorum**4. Opportunity for members of the public to address the Board on matters within the Board's jurisdiction. (As required by Gov. Code §54954.3(a))****5. OTHER MATTERS AND REPORTS**

- A. Report on Directors' Events Attended at Metropolitan's Expense [21-3839](#)
Attachments: [10082024 BOD 5A Report](#)
- B. Chair's Monthly Activity Report [21-3842](#)
Attachments: [10082024 BOD 5B Report](#)
- C. Interim General Manager's summary of activities [21-3840](#)
Attachments: [10082024 BOD 5C Report](#)
- D. General Counsel's summary of activities [21-3841](#)
Attachments: [10082024 BOD 5D Report](#)
- E. General Auditor's summary of activities [21-3843](#)
Attachments: [10082024 BOD 5E Report](#)
- F. Ethics Officer's summary of activities [21-3844](#)
Attachments: [10042024 BOD 5F Report](#)
- G. Report from Executive Committee on nominations for Board Chair [21-3897](#)

**** CONSENT CALENDAR ITEMS -- ACTION ****

6. CONSENT CALENDAR OTHER ITEMS - ACTION

- A.** Approval of the Minutes of the Special Joint Meeting of the Executive Committee and Board of Directors for August 27, 2024 and the Board of Directors Meeting for September 10, 2024 (Copies have been submitted to each Director, any additions, corrections, or omissions) **[21-3845](#)**

Attachments: [10082024 BOD 6A1 \(08272024\) Minutes](#)
[10082024 BOD 6A2 \(09102024\) Minutes](#)

- B.** Approve Committee Assignments **[21-3846](#)**
- C.** Nomination and Election for Board Chair for two-year term effective January 1, 2025 **[21-3898](#)**

7. CONSENT CALENDAR ITEMS - ACTION

- 7-1** Award a \$589,957 procurement contract to Vogt Valves for one sleeve valve to be installed at the Red Mountain Pressure Control Structure in the Skinner service area; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EOT) **[21-3859](#)**

Attachments: [10082024 EOT 7-1 B-L](#)
[10072024 EOT 7-1 Presentation](#)

- 7-2** Award a \$1,833,650 construction contract to Power Engineering Construction Company for San Diego Canal Concrete Liner Rehabilitation; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA (EOT) **[21-3860](#)**

Attachments: [10082024 EOT 7-2 B-L](#)
[10072024 EOT 7-2 Presentation](#)

- 7-3** Award a \$448,000 contract to Heed Engineering to provide construction materials to support the construction of the helicopter hydrant facility at the Robert B. Diemer Water Treatment Plant; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EOT) **[21-3862](#)**

Attachments: [10082024 EOT 7-3 B-L](#)
[10072024 EOT 7-3 Presentation](#)

- 7-4** Authorize the General manager to enter into Reverse Cyclic Program agreements with participating agencies to defer deliveries of purchased supplies under various water supply conditions; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (OWS) [21-3864](#)
- Attachments:** [10082024 OWS 7-4 B-L](#)
[10072024 OWS 7-4 Presentation](#)
- 7-5** Authorize resolutions to support two applications selected to receive United States Department of the Interior, Bureau of Reclamation WaterSMART: Water and Energy Efficiency Grant Program funding for Fiscal Year 2024 totaling \$2 million; and authorize the General Manager to accept this funding and enter contracts with the United States Department of the Interior, Bureau of Reclamation; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (OWS) [21-3865](#)
- Attachments:** [10082024 OWS 7-5 B-L](#)
[10072024 OWS 7-5 Presentation](#)
- 7-6** Review and consider the Lead Agency's certified 2022 Final Environmental Impact Report for the Chino Basin Program and take related CEQA actions, and authorize the General Manager to enter into an exchange agreement with Inland Empire Utilities Agency to assist in the implementation of the program (OWS) [21-3866](#)
- Attachments:** [10082024 OWS 7-6 B-L](#)
[10072024 OWS 7-6 Presentation](#)
- 7-7** Authorize the General Manager to enter into agreements with Western Canal Water District and Richvale Irrigation District for water transfer options and first rights of refusal during 2025 through 2027; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (OWS) [21-3873](#)
- Attachments:** [10082024 OWS 7-7 B-L](#)
[10072024 OWS 7-7 Presentation](#)
- 7-8** Authorize the Ethics Officer to designate which Metropolitan officials are required to take AB 1234 state ethics training; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. [DEFERRED 10/1/2024] (EOP) [21-3867](#)

- 7-9** Adopt resolution authorizing the reimbursement of capital expenditures from bond proceeds for fiscal years 2024/25 and 2025/26; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (FAM) [21-3868](#)

Attachments: [10082024 FAM 7-9 B-L](#)
[10082024 FAM 7-9 Presentation](#)

**** END OF CONSENT CALENDAR ITEMS ****

8. OTHER BOARD ITEMS - ACTION

- 8-1** Recommend project funding in an amount not to exceed \$35 million over the next two years (Fiscal Years 2024/2025 and 2025/2026), to support the zero-emission vehicle transition at Metropolitan and partially mitigate high operational risk. Subject to Finance & Asset Management Committee approval and authorization of specific terms of debt issuance; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA. [REVISED SUBJECT 9/30/2024] [ITEM DEFERRED 10/4/2024] (EOT) [21-3863](#)

- 8-2** Authorize on-call agreements with Black & Veatch Corporation, Burns & McDonnell Western Enterprises Inc., HDR Inc., and Stantec Consulting Services Inc., in amounts not to exceed \$3 million each, for a maximum of three years, for engineering services to support zero-emission vehicle infrastructure upgrades at Metropolitan facilities; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EOT) [21-3861](#)

Attachments: [10082024 EOT 8-2 B-L](#)
[10072024 EOT 8-2 Presentation](#)

- 8-3** Authorize the General Manager to acquire a 0.33-acre property located in Los Angeles County in the city of La Verne from Charles J. Arballo and Margaret R. Arballo, as Trustees of The Arballo Family Trust, dated December 9, 1991, as amended, for a purchase price to be discussed confidentially with the Board of Directors; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA [Conference with real property negotiator; property identified as Los Angeles County Assessor's Parcel No. 8381 005-002; agency negotiator: Seyou Oh; negotiating parties: Patrick Arballo and Mark Arballo; under negotiation: price and terms; to be heard in closed session pursuant to Gov. Code Section 54956.8].[UPDATED SUBJECT 10/2/2024] (FAM) [21-3869](#)

Attachments: [10082024 FAM 8-3 Presentation-Open Session](#)

- 8-4** Approve the nomination and naming of the Joseph Jensen Water Treatment Plant Ozone Facility in honor of former Metropolitan Director Ina S. Roth; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (FNA) [21-3890](#)

Attachments: [10082024 BOD 8-4 B-L](#)

- 8-5** Approve the nomination and naming of Metropolitan's Water Quality Laboratory in honor of former Metropolitan Water Quality Manager and Director of Water Quality, Dr. Michael J. McGuire; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (FNA) [21-3899](#)

Attachments: [10082024 BOD 8-5 B-L](#)

9. BOARD INFORMATION ITEMS

- 9-1** Report on Conservation Program [21-3871](#)

Attachments: [10082024 BOD 9-1 Report](#)

- 9-2** Compliance with Fund Requirements and Bond Indenture Provisions (FAM) [21-3870](#)

Attachments: [10082024 FAM 9-2 B-L](#)

10. OTHER MATTERS

NONE

11. FOLLOW-UP ITEMS

NONE

12. FUTURE AGENDA ITEMS

13. ADJOURNMENT

NOTE: Each agenda item with a committee designation will be considered and a recommendation may be made by one or more committees prior to consideration and final action by the full Board of Directors. The committee designation appears in parenthesis at the end of the description of the agenda item, e.g. (EOT). Board agendas may be obtained on Metropolitan's Web site <https://mwdh2o.legistar.com/Calendar.aspx>

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

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



DATE: October 15, 2024
TO: Board of Directors
FROM: External Affairs

SUBJECT: Multi-Agency Feasibility Study on Delivery of Proposed OceanWell Water: Authorization

SUMMARY:

The District has been and continues to partner with OceanWell to facilitate the development of their state-of-the-art subsurface desalinization system. OceanWell proposes to construct Water Farm No.1 off the coast of Malibu in the Santa Monica Bay. To plan for the new water supply, a feasibility study is needed to identify infrastructure upgrades, potential hurdles and solutions to develop a regional market for water delivery to maximize use of the new water supply. Eight agencies, including the District, have tentatively agreed to execute a Letter of Intent and Reimbursement Agreement to facilitate the study. HDR Engineering, Inc. is recommended to perform the study at a competitive cost of \$99,926, which would be shared equally among the eight agencies with each contributing approximately \$12,500.

RECOMMENDATION(S):

Authorize the General Manager to sign a Letter of Intent and Reimbursement Agreement with seven partnering water agencies, and to execute a professional services agreement with HDR Engineering, Inc., in the amount of \$99,926, to perform a feasibility study on the future delivery of proposed OceanWell water.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The cost of the feasibility study is \$99,926. Sufficient funds are available in the adopted Fiscal Year 2024-25 budget in Potable Water Administration Outside Services. Additional revenues, in the amount of \$87,500, will offset a portion of the costs, resulting in a net expense to the

District of \$12,426.

DISCUSSION:

On August 16, 2023, the District entered into a Memorandum of Understanding (MOU) with OceanWell to facilitate the pilot testing of their subsurface desalinization system at Las Virgenes Reservoir. In 2024, OceanWell also proposed to construct Water Farm No.1 off of the Malibu Coast utilizing private funding to supply desalinated water to eight interested agencies through both direct supply and/or indirect market exchange. To plan for this new water supply, a feasibility study is needed to identify infrastructure upgrades and other hurdles, and solutions to develop a regional market for water exchange. These eight agencies, including Las Virgenes Municipal Water District, agreed upon a draft Letter of Intent and Reimbursement Agreement to facilitate the Feasibility Study. A proposal from HDR Engineering, Inc. was requested to perform the study. HDR is very familiar with many of the agencies' existing facilities, and therefore would be able to perform the Feasibility Study with efficiency and the needed local knowledge. The District will manage the study.

The following eight agencies would participate in the proposed feasibility study: Las Virgenes Municipal Water District, City of Burbank Department of Water and Power, City of Los Angeles Department of Water and Power, Calleguas Municipal Water District, Los Angeles County Waterworks District No. 29, Santa Clarita Valley Water Agency, Upper San Gabriel Valley Municipal Water District, and Three Valleys Municipal Water District.

The purpose of the study is to determine general concepts for the onshore conveyance system needed to utilize the water, including pipelines, pumping stations, and other facilities. The onshore system would take the following into consideration:

- The capacities and limitations of existing pipelines, pump stations, and tanks.
- The range of production capacities planned for Water Farm No. 1 [up to 59 million gallons per day (MGD)], and the expected seasonal and diurnal variations in pressures, flow rates, and demands.
- Compliance with State drinking water distribution regulations.
- Concerns regarding impacts to water quality due to new water source.
- The costs and benefits of system improvement alternatives.
- Constraints and limitations of Metropolitan Water District of Southern California's proposed Interagency Local Supply Exchange Program.
- Environmental issues associated with system improvement alternatives, including considerations regarding Coastal Zone construction.

GOALS:

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

Prepared by: Joe McDermott, Assistant General Manager

ATTACHMENTS:

[HDR Proposal](#)

[Proposed Letter of Intent](#)

Proposed Reimbursement Agreement



July 10, 2024

John Zhao, PE
Former Director of Facilities and Operations
Las Virgenes Municipal Water District

Via email: JZhao@lvmwd.com

Subject: Proposal for Ocean Well On-Shore Infrastructure Concept Study

Dear John,

HDR proposes to study concepts for the on-shore pipeline, pumping, and other water facilities needed to receive and distribute water from Ocean Well Water Farm No. 1 (WF1). WF1 would be an ocean desalination facility located approximately 4.5 miles off the coast of Malibu. The study is intended to be a high-level analysis; the first of many studies needed to plan the project.

The study will examine several alternatives for the on-shore water facilities, taking into consideration the capacities of existing pipelines, the planned production capacities of WF1, compliance with drinking water standards, costs, and environmental constraints.

The work described in the attached scope of work (Exhibit A) will be performed in accordance with the terms and conditions of a mutually acceptable agreement. Work will be invoiced on a time-and-materials basis. The fee shown in the attached Fee Estimate will not be exceeded, unless authorized in writing by the District.

HDR appreciates the opportunity to provide this proposal. If there are any questions, please contact Dan Ellison (Dan.Ellison@HDRinc.com; 213.200.5152)

Sincerely,
HDR Engineering, Inc.

Anna Lantin, PE
Vice President

Dan Ellison, PE
Project Manager

Attachments: Exhibit A (Scope) and Fee Estimate

Copies w/enclosure: Leanne Hammond, HDR

Ocean Well– Water Farm No. 1

On-Shore Facilities Concept Study – Scope of Work

STUDY SPONSORS:

Las Virgenes Municipal Water District	Calleguas MWD
City of Burbank	LA County Waterworks District 29
Los Angeles Dept. of Water & Power (LADWP)	Santa Clarita Valley Water Agency
Upper San Gabriel Valley Municipal Water District	Three Valleys Municipal Water District

Overview

Ocean Well Water Farm No. 1 (WF1) would be located approximately 4.5 miles off the coast of Malibu, CA. Through connections to on-shore facilities, WF1 would provide treated and conditioned potable water *directly* to:

- The LA County Waterworks District 29 system, via a connection to its system in Malibu.
- The Las Virgenes MWD system, via a proposed pipeline and pump station(s) along Malibu Canyon Road.
- Proposed or upgraded interconnection(s) between the District 29 system and LADWP
- Existing interconnections between Las Virgenes and LADWP
- A planned interconnection between Las Virgenes and Calleguas MWD
- A potential connection from West Basin’s Malibu Feeder to LADWP

WF1 would supply other study sponsors *indirectly*, via water exchanges through the Metropolitan Water District. Exchanges would be governed by rules being developed by Metropolitan under the Interagency Local Supply Exchange Program.

Study Objectives

The purpose of the study is to determine general concepts for the on-shore conveyance system needed to utilize the water, including pipelines, pumping stations, and other facilities. This on-shore system will take into consideration:

- The capacities and limitations of existing pipelines, pump stations, and tanks
- The range of production capacities planned for WF1 (up to 59 MGD), and the expected seasonal and diurnal variations in pressures, flow rates, and demands
- Compliance with State drinking water distribution regulations
- Concerns regarding impacts to water quality, due to new water source
- The costs and benefits of system improvement alternatives
- Constraints and limitations of the Interagency Local Supply Exchange Program
- Environmental issues associated with system improvement alternatives, including considerations regarding Coastal Zone construction

The study is intended to be a high-level analysis, and would be the first of many studies needed to plan the project.

Task Description

1. Information collection / stakeholder meetings. Facilitate meetings and collect / organize drawings, SCADA flow and pressure data, and other information.

Five information gathering meetings are planned. Each meeting will be attended by the project managers from HDR and Las Virgenes, and knowledgeable technical staff from other agencies, as indicated below:

	Required Participants	Optional Participants
a. Kickoff	Study Sponsors	Metropolitan, West Basin
b. Production / Interface	Ocean Well Technical Staff	Study Sponsors
c. Direct Delivery Hydraulics	District 29 West Basin LADWP Las Virgenes Calleguas	Other Study Sponsors Metropolitan
d. Water Exchange	Metropolitan	Study Sponsors
e. Water Quality	Division of Drinking Water HDR subject matter expert	Study Sponsors

2. Conveyance system analysis. Develop up to 3 system alternatives, illustrating a range of capacities. For these alternatives, determine new pipeline, pumping, and storage facilities required.
3. Treatment system analysis. Develop basic concepts for the on-shore facilities required for the disinfection and conditioning of product water prior to distribution.
4. Site Investigations.
 - a. Mapping. Utilize readily available County parcel map and Google Earth images for illustrations of concepts.
 - b. 1-day site review. Review alignments of proposed pipelines and locations of proposed pumping stations and other key facilities.
5. Workshop. At a virtual workshop with study sponsors and other participants, present and discuss the findings of the system analysis and the facility concepts.
6. Conceptual planning-level costs. Calculate conceptual planning-level costs for the added water infrastructure needed for each alternative. Estimate will include costs for: (1) new or upgraded pipelines and appurtenances, (2) pump stations, including equipment and building (but excluding land acquisition), (3) on-shore treatment facilities, (4) allowances for other items and contingency, and (5) allowance for engineering and inspection. Costs will be based on the escalated unit costs from the Las Virgenes 2014 Master Plan Update.
7. Environmental constraints and permits analysis. Engage the services of a qualified environmental subconsultant (Environmental Science Associates) to examine the proposed system alternatives and prepare a report describing the potential environmental constraints and permits associated with each.

8. Draft Report. Considering feedback from the workshop and the environmental constraint analysis, prepare a draft report summarizing the analysis and findings of the study.
9. Review Meeting. Facilitate an on-line (virtual) meeting to present the report and answer questions.
10. Final Report. Respond to one consolidated set of comments and provide a final report.
11. Project Management / Administration. Monitor, document, and complete quality control and financial management activities. Communicate and coordinate with team, client, and stakeholders. Provide monthly progress report with invoice.

Assumptions

1. The desalinated water provided by WF1 will be delivered by Ocean Well to a single point of connection, which will be the starting point of this analysis.
2. Unless otherwise noted, meetings will be on-line, rather than in-person.
3. As the lead agency, Las Virgenes MWD will:
 - a. Help with scheduling and facilitating meetings
 - b. Help collect drawings, SCADA data, and other information from participants
 - c. Filter and consolidate comments on the draft report
4. The sizing and analysis of facilities will be based on spreadsheet hydraulic analysis using Hazen-Williams formula and assumptions regarding maximum allowable hydraulic grades.
5. Work will be invoiced on a time-and-materials basis, in accordance with the terms and conditions of a mutually acceptable agreement. The maximum fee shown in the attached Fee Estimate will not be exceeded, unless authorized in writing by the Las Virgenes MWD, which will obtain approvals from other participants (if needed).
6. The work will be completed in accordance with a mutually acceptable schedule, to be discussed during the Kickoff Meeting. It is anticipated that this study will take approximately 6 to 8 months to complete.

Exclusions

This study will not include:

1. The off-shore facilities needed to produce the water and deliver it to shore
2. Improvements to the SCE system needed to power both the on-shore and off-shore facilities
3. Detailed analysis of water quality issues associated with blending the WF1 water with existing system water
4. Hydraulic analysis of the Metropolitan Water District system
5. Aerial survey and mapping
6. Geotechnical investigations
7. Right-of-way investigations
8. Utility research and site verifications
9. Detailed environmental site studies, CEQA document preparation, or AB52 consultation

Las Virgenes Municipal Water District
 Ocean Well - On-Shore Facilities Concepts Study
 Estimated Level of Effort and Fee



TASKS		LEVEL OF EFFORT									FEE			
No.	Description	Principal	Project Manager	Quality Manager	Sr Technical Expert	Project Engineer	BIM Senior Technican	Accountant	Project Coordinator	Total Labor	Labor	Subs	Other Direct Costs	Total
<i>Client Billing Rates</i>		\$395	\$385	\$385	\$395	\$250	\$250	\$195	\$135	\$317		<i>Calc</i>	<i>Calc</i>	<i>Calc</i>
On-Shore Facilities Concept Study														
1	Information Collection / Stakeholder Meetings (5)		15		4	16				35	\$11,355	\$0	\$57	\$11,412
2	Conveyance System Alternatives Analysis (3)		15			12				27	\$8,775	\$0	\$44	\$8,819
3	Treatment Systems Analysis				12					12	\$4,740	\$0	\$24	\$4,764
4	Site Investigation (1 day)		8			12				20	\$6,080	\$0	\$30	\$6,110
5	Results Workshop		4			6				10	\$3,040	\$0	\$15	\$3,055
6	Concept Level Costs		4			8				12	\$3,540	\$0	\$18	\$3,558
7	Environmental Constraints and Permit Analysis		2						2	4	\$1,040	\$25,620	\$5	\$26,665
8	Draft Report		16	8	4	8	8			44	\$14,820	\$0	\$74	\$14,894
9	Review Meeting		4		2	4				10	\$3,330	\$0	\$17	\$3,347
10	Final Report		4		2	2	2			10	\$3,330	\$0	\$17	\$3,347
11	Project Management / Administration	2	8					8	8	26	\$6,510	\$0	\$33	\$6,543
Subtotal On-Shore Facilities Concept Study		2	80	8	24	68	10	8	10	210	\$66,560	\$25,620	\$334	\$92,514
Contingency														
On-Shore Facilities Concept Study		1	8	1	3	7	1	1	1	23	\$7,375	\$0	\$37	\$7,412
Subtotal Contingency		1	8	1	3	7	1	1	1	23	\$7,375	\$0	\$37	\$7,412
TOTAL, hours		3	88	9	27	75	11	9	11	233				
TOTAL, dollars											\$73,935	\$25,620	\$371	\$99,926

Letter of Intent

[Letterhead of the Joint Entities]

[Date]

Subject: Letter of Intent for an On-shore Engineering and Feasibility Study to Deliver Offshore Desalination Product Water

To Whom It May Concern,

This Letter of Intent (LOI) is made and entered into on this [date] by and among the Las Virgenes Municipal Water District (LVMWD), City of Burbank Department of Water and Power, City of Los Angeles Department of Water and Power, Calleguas Municipal Water District, Los Angeles County Water District 29, Santa Clarita Valley Water Agency, Upper San Gabriel Valley Municipal Water District, and Three Valleys Municipal Water District (hereinafter referred to as the "Parties"). The Metropolitan Water District of Southern California (MWDSC) and OceanWell Water will participate in the activities of the parties to support their efforts but will not be a party to the LOI.

Background: Recognizing the increasing need for sustainable and reliable water sources that are climate change resilient, the Parties acknowledge the potential of innovative, energy-efficient, and environmentally friendly desalination technologies to supplement existing water supplies, address regional water scarcity, and support regional water resilience. Various companies are developing low-footprint offshore desalination facilities that would produce desalinated water that meets or exceeds California Department of Drinking Water regulations ("product water") and deliver it to the shoreline, at which point it would be the water agencies' responsibility to either deliver the product water into the agencies' water distribution systems or through a future indirect exchange regional market.

Purpose: The purpose of this LOI is to express the Parties' mutual intent to participate in a collaborative effort to evaluate the feasibility, impacts, and benefits of utilizing existing infrastructure and building new infrastructure to deliver product water from the shoreline to agencies' respective service areas.

For the purposes of this study, specific information, water quality data, and onshore interface from the proposed OceanWell Water, Water Farm #1, located 4.5 miles off the coast of Malibu, will be used. However, information gathered from each participating agency and various recommendations developed for infrastructure improvements and regional water supply market development could be applicable to alternative ocean desalination technologies, depending on their cost and availability.

It is anticipated that some of the Parties would receive product water directly, while other Parties would be most economically served by an indirect water exchange market. This study will focus on the facilities engineering component for the direct delivery of product water through existing and new infrastructure; analysis of indirect demands and regulatory framework for a regional exchange market to inland public water suppliers will also be studied. The facilities engineering portion of the study will evaluate technical, environmental, economic, and regulatory aspects to ensure a thorough assessment of the delivery alternatives from the shoreline to the service areas of the Parties.

LVMWD will be the Project Manager, contracting directly with the consulting firm engaged to perform the study, with input and agreed upon financial contributions from the other Parties.

Scope of the Facilities Study: The facilities study will be high-level and include, but not be limited to, the following components:

1. **Estimated Demand:** To size facilities, estimate product water demands from direct and indirect participants:
 - a. the demand for direct deliveries
 - b. the capacity of direct-delivery participants to receive exchange water, above their estimated direct deliveries, to determine the maximum volume of product water that could be exchanged
2. **Technical Assessment:** Evaluate and identify equipment, potential locations, and the technological feasibility and operational requirements of delivering water from the shoreline to Parties' service areas, including existing and potential future interconnections between Parties' distribution systems.
3. **Environmental Impact Analysis:** Identify potential environmental implications, future studies needed and coastal zone considerations.
4. **Economic Evaluation:** Estimate planning-level capital costs of new infrastructure and operational costs of the various alternatives identified in the technical assessment and conduct a cost-benefit analysis of alternatives.
5. **Regulatory Compliance:** Review and identify applicable regulations, permits, and compliance requirements at local, state, and federal levels.
6. **Water Quality and Supply Integration:** Develop basic concepts for the onshore facilities required for the disinfection and conditioning of product water prior to distribution. This Study will also include an evaluation of the impact of product water quality to existing distribution systems, including, but not limited to, pipelines, pumps and private service lines and faucets.

A detailed Scope of Work is attached to this LOI.

Commitment of the Parties: The Parties agree to commit the necessary resources and expertise to support the facilities engineering and feasibility study, including, but not limited to, providing necessary funding. The total cost of the study is estimated to be \$100,000, divided equally among the Parties. The Parties also commit to providing

technical data as necessary, participating in joint meetings, and collaborating on research and analysis efforts.

Timeline: The Parties agree to establish a joint working group within 30 days of signing this LOI to develop a detailed project plan, including milestones and timelines for the completion of the facilities engineering and feasibility study. The study is expected to be completed within six months, subject to adjustments as mutually agreed upon by the Parties.

Non-Binding Nature: This LOI is intended to outline the mutual understanding and intentions of the Parties with respect to the facilities engineering and feasibility study. It does not constitute a legally binding agreement but serves as a framework for cooperation and collaboration. Any future binding agreements (such as a Joint Power Agreement or Water Purchase Agreements) will be subject to further negotiation and formalization.

Contact Information: For further information or to discuss this LOI, please contact the designated representatives of the Parties:

- **Las Virgenes Municipal Water District:** David W. Pedersen, General Manager, 818.252.212
- **City of Burbank, Department of Water and Power:** [Name, Title, Email, Phone]
- **City of Los Angeles, Department of Water and Power:** [Name, Title, Email, Phone]
- **Calleguas Municipal Water District:** Kristine McCaffrey, General Manager; KMcCaffrey@calleguas.com; 805.526.9323
- **Los Angeles County Water District 29:** [Name, Title, Email, Phone]
- **Santa Clarita Valley Water Agency** [Name, Title, Email, Phone]
- **Upper San Gabriel Valley Municipal Water District** [Name, Title, Email, Phone]
- **Three Valleys Municipal Water District** [Name, Title, Email, Phone]

Acknowledgement: By signing below, we commit to exploring the potential of offshore desalination as a sustainable water solution. We look forward to fruitful collaboration and meaningful progress toward our shared water resilience objectives. Specifically, the Parties acknowledge their understanding and acceptance of the terms and conditions outlined in this LOI and express their commitment to working collaboratively towards the successful completion of the On-shore Facilities Engineering and Feasibility Study of Delivering Offshore Desalination Product Water that will be conducted pursuant to this effort.

Sincerely,

David W. Pedersen, General Manager, Las Virgenes Municipal Water District

[Name] [Title] City of Burbank

[Name] [Title] City of Los Angeles, Department of Water and Power

Kristine McCaffrey, General Manager, Calleguas Municipal Water District

[Name] [Title] Los Angeles County Water District 29

[Name] [Title] Santa Clarita Valley Water Agency

[Name] [Title] Upper San Gabriel Valley Municipal Water District

[Name] [Title] Three Valleys Municipal Water

COOPERATIVE FUNDING and REIMBURSEMENT AGREEMENT

This Agreement is made and entered into by and between the following public agencies (hereinafter referred to individually as "Party" and collectively as "Parties") to cooperatively prepare and fund a study evaluating the feasibility, impacts, and benefits of utilizing Oceanwell's subsea desalination water by each agency from the proposed Well Field No.1 off the Malibu coast as one of the climate-change resistant water supply sources for the region:

- City of Los Angeles, Department of Water and Power (hereinafter referred to as "LADWP");
- City of Burbank (hereinafter referred to as "Burbank");
- Santa Clarita Valley Water Agency (hereinafter referred to as "Santa Clarita");
- Las Virgenes Municipal Water District (hereinafter referred to as "LVMWD");
- Los Angeles County Water District 29 (hereinafter referred to as "District 29");
- Upper San Gabriel Valley Municipal Water District (hereinafter referred to as "Upper San Gabriel");
- Three Valleys Municipal Water District (hereinafter referred to "Three Valleys"); and
- Calleguas Municipal Water District (hereinafter referred to as "Calleguas").

RECITALS

WHEREAS, the Parties consist of public agencies with responsibility for various aspects of water resources management in the County of Los Angeles, including water conservation, water recycling, and water supply;

WHEREAS, the Parties recognize the increasing need for sustainable and reliable water sources that are climate-change resilient, the Parties acknowledge the potential of innovative, energy efficient and environmentally friendly desalination technologies by Oceanwell to supplement existing water supplies of the Parties;

WHEREAS, Oceanwell's proposed subsea desalination technology Water Farm No. 1 (WF1), located approximately 4.5 miles off the coast of Malibu, represents a promising solution to address regional water scarcity and support regional water security. It is anticipated that some of the parties would receive water directly from WF1 delivered through an offshore and onshore delivery system. Other parties would be most economically served by exchange; and

WHEREAS, the Parties desire to collaboratively prepare and fund a comprehensive, collaborative effort to evaluate the feasibility, impacts, and benefits of utilizing Oceanwell's subsea desalination water by each agency from the proposed Well Field No.1 (hereinafter referred to as "Study").

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

SECTION 1: OBLIGATIONS OF THE PARTIES

1.1 Obligations of LVMWD:

- 1.1.1 Scope of Services. LVMWD shall execute and administer a professional services agreement for the preparation of the Study on behalf of the Parties, for a not-to-exceed amount of \$100,000 (hereinafter referred to as "Consultant Costs"), in accordance with the scope of work and fee proposal included as Exhibit "A."
- 1.1.2 Data, Reports, and Documents. Within five (5) business days of receipt of deliverables and completion of the Study, LVMWD shall electronically deliver to the Parties the Study, materials and documents created under this Agreement. If the Parties use any of the data, reports and documents furnished or prepared for projects other than the project shown on Exhibit "A," LVMWD shall be released from responsibility to third parties concerning the use of the data, reports and documents.
- 1.1.3 Invoicing. LVMWD shall invoice the Parties for their respective contributions toward the Consultant Costs for the Study based on the terms provided herein.
- 1.1.4 Consideration. LVMWD shall contribute \$12,500 toward the Consultant Costs for the Study, as more fully described on Exhibit B
- 1.1.5 Funding. LVMWD shall prepare and submit a proposal to the Metropolitan Water District of Southern California for \$339,500 in funding from its Future Supply Actions Funding Program for the Study. If such funding is awarded, LVMWD shall execute a funding agreement with Metropolitan Water District of Southern California for the funding, which shall be applied toward the Consultant Costs.
- 1.1.6 Technical Review Committee. LVMWD shall participate as a member in the "Technical Review Committee" as further defined and provided for in Section 2.2 below.

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

1.2 Obligations of Burbank:

1.2.1 Consideration. Burbank shall contribute \$12,500 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." Burbank shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.2.2 Committees. Burbank shall participate as a member of the Technical Review Committee.

1.3 Obligations of Santa Clarita:

1.3.1 Consideration. Santa Clarita shall contribute \$12,500 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." Santa Clarita shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.3.2 Committees. Santa Clarita shall participate as a member of the Technical Review Committee.

1.4 Obligations of District 29:

1.4.1 Consideration. District 29 shall contribute \$12,500 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." District 29 shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.4.2 Committees. District 29 shall participate as a member of the Technical Review Committee.

1.5 Obligations of Upper San Gabriel, Three Valleys, and Calleguas:

1.5.1 Consideration. Upper San Gabriel, Three Valleys, and Calleguas shall each contribute \$12,500 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." Upper San Gabriel, Three Valleys, and Calleguas shall each pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.6 Obligations of LADWP:

1.6.1 Consideration. LADWP shall contribute \$12,500 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." LADWP shall each pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.6.2 Committees. LADWP shall participate as a member of the Technical Review Committee.

SECTION 2: COMMITTEES

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

SECTION 3: GENERAL PROVISIONS

3.1 Term. This agreement shall be effective upon the date it is executed by all Parties and shall expire two years after full execution, unless extended or sooner terminated by mutual written consent by all Parties. All work described in Section 1.1 above, and Exhibit "A" shall be completed by the expiration of this Agreement.

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

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

- 3.4 Good Faith. Each Party shall use reasonable efforts and work in good faith for the expeditious completion of the Study. In the event that the Consultant Costs to prepare the Study are greater than those described herein, the Parties agree to meet and confer in good faith to determine a mutually agreeable allocation of the additional costs.
- 3.5 No Third-Party Beneficiary. This Agreement is for the sole benefit of the Parties and does not grant rights to any non-Party or impose obligations on a Party beyond those specified herein or in favor of any non-party.
- 3.6 Severability. The provisions of this Agreement are severable, and the invalidity, illegality or unenforceability of any provision of this Agreement will not affect the validity or enforceability of any other provisions. If any provision of this Agreement is found to be invalid, illegal, or unenforceable, the Parties shall endeavor to modify that clause in a manner that gives effect to the intent of the Parties entering into this Agreement.
- 3.7 Amendments. This Agreement may be amended or modified only by written mutual consent of all Parties.
- 3.8 Notice. Any correspondence, communication, or contact concerning this Agreement must be directed to the Parties at the name and address listed on Exhibit "B." Notice will be deemed as given upon personal delivery, receipt of e-mail, receipt of fax confirmation, or five days after deposit in U.S. Mail, first-class postage, prepaid, and addressed as shown on Exhibit "B."
- 3.9 Counterparts. This Agreement may be executed in counterparts and the signed counterparts will constitute a single instrument. The signatories to this Agreement represent that they have the authority to bind their respective Party.
- 3.10 Confidentiality. Except when disclosure is required for public records pursuant to the California Public Records Act or other applicable law, the Parties will not disclose or cause their respective officers, directors, employees, representatives, agents, or advisors to disclose or use any Confidential Information furnished, or otherwise permitted for review, by one party to the other in connection with the proposed transactions. For purposes of this paragraph, "Confidential Information" means information supplied by one party to the other that is clearly marked by the supplying party as "confidential", except information that is part of public record.
- 3.11 Attorneys' Fees. In any action or proceeding for the purpose of enforcing any provision of this Agreement, or to recover damages hereunder, or to obtain injunctive or other relief, or for a declaration of rights or obligations hereunder, or

for any other judicial or equitable remedy, the prevailing Party shall be entitled, in addition to such other relief as may be granted to an award in the same or a subsequent proceeding, to its reasonable attorneys' fees and costs.

- 3.12 No Partnership. LVMWD and any other Party to this Agreement shall not, by virtue of this Agreement, in any way or for any purpose, be deemed to have become a partner of each other or a joint venture in the conduct of their respective businesses or otherwise, nor shall there be deemed to have occurred a merger or any joint enterprise by and between the Parties to this Agreement. LVMWD shall have no authority, expressed or implied, to act on behalf of any other Party to this Agreement in any capacity whatsoever as an agent.
- 3.13 Integration. This Agreement represents the entire understanding of the Parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder.
- 3.14 Captions, Headings: and Abbreviations. The captions and headings of this Agreement are included for reference purposes only, and not intended to be a part of this Agreement or any way to define, limit, or describe the scope or intent of the particular provision to which they refer.
- 3.15 Indemnification. Except for the sole negligence of any Party to this agreement, each Party agrees to indemnify and hold the other Parties harmless from and against any and all suits and causes of action, claims, charges, damages, demands, judgments, civil fines and penalties, or losses of any kind or nature whatsoever, for death, bodily injury or personal injury to any person, or damage or destruction to any property of either Party hereto, or third persons in any manner arising by reason of the negligent acts, errors, omissions or willful misconduct of a Party and arising out of or in connection with this Agreement or the services performed in connection with this Agreement. Moreover, no Party shall have liability imputed upon them in this Agreement based solely on its having contributed to a study/report under a separate contract with an independent consultant or vendor.

[Signature Pages Following]

IN WITNESS WHEREOF, the Parties hereto executed by their respective officers, duly authorized, respective signatures.

David Pedersen, General Manager
Las Virgenes Municipal Water District

IN WITNESS WHEREOF, the Parties hereto executed by their respective officers, duly authorized, respective signatures.

[Name] [Title]

City of Burbank

IN WITNESS WHEREOF, the Parties hereto executed by their respective officers, duly authorized, respective signatures.

[Name] [Title]

City of Los Angeles, Department of Water and Power

IN WITNESS WHEREOF, the Parties hereto executed by their respective officers, duly authorized, respective signatures.

[Name] [Title]

Calleguas Municipal Water District

IN WITNESS WHEREOF, the Parties hereto executed by their respective officers, duly authorized, respective signatures.

[Name] [Title]

Los Angeles County Water District 29

IN WITNESS WHEREOF, the Parties hereto executed by their respective officers, duly authorized, respective signatures.

[Name] [Title]

Santa Clarita Valley Water Agency

IN WITNESS WHEREOF, the Parties hereto executed by their respective officers, duly authorized, respective signatures.

[Name] [Title]

Upper San Gabriel Valley Municipal Water District

IN WITNESS WHEREOF, the Parties hereto executed by their respective officers, duly authorized, respective signatures.

[Name] [Title]

Three Valleys Municipal Water