



May 13, 2008

Next Resolution No. 05-08-2380
Next Ordinance No. 05-08-254

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

AGENDA
REGULAR MEETING

CLOSING TIME FOR AGENDA IS 8:30 A.M. ON THE TUESDAY PRECEDING THE REGULAR BOARD MEETING. GOVERNMENT CODE SECTION 54954.2 PROHIBITS BOARD TAKING ACTION ON ITEMS NOT ON POSTED AGENDA UNLESS AN EMERGENCY, AS DEFINED IN GOVERNMENT CODE SECTION 54956.5 EXISTS OR UNLESS OTHER REQUIREMENTS OF GOVERNMENT CODE SECTION 54954.2(B) ARE MET.

5:00 p.m.

MAY 13, 2008

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER AND ROLL CALL

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

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

2. APPROVAL OF AGENDA

It was moved by Director _____, seconded by Director _____, and _____, that the agenda for the Regular Meeting of May 13, 2008, be approved as presented/amended.

3. PUBLIC FORUM

Members of the Public may address the Board on items that do not appear on the agenda; and on items within the jurisdiction of the Board, providing that no action shall be taken on any item not appearing on the agenda unless authorized by Subdivision (b) of Government Code Section 54954.2. The President of the Board may limit the time available for each subject and each speaker.

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

- A Water Shortage Response Plan Update
- B Legislative Update

5. CONSENT CALENDAR

- A Minutes: Regular Meetings of March 25 and April 8, 2008. APPROVE
- B List of Demands – 05/13/08. APPROVE
- C Directors' Per Diem for April 2008. APPROVE
- D Authorize Jeff Smith's attendance at the California Special Districts Association's - Special District Leadership Academy consisting of four modules for calendar year 2008 and 2009. APPROVE
- E Award of Bid for Pressure Regulators: Authorize the General Manager to issue a one-year contract with two one-year renewal options to Famcon Pipe & Supply, Inc. for the purchase and delivery of pressure regulators. APPROVE
- F Upgrade of LABWORKS Software: Authorize the General Manager to issue a purchase order to PerkinElmer in the amount of \$26,520 for the upgrade to LABWORKS software.
- G Accept the easement granted to LVMWD by Brian Boudreau on behalf of Malibu Canyon L.P., a California Limited Partnership for a recycled waterline within Tract No. 45465-02, Portion of Lot 7 – Mulholland Highway East of Las Virgenes Road; and the secretary to execute the resolution of acceptance for and on behalf of the District. APPROVE
- H Award of Bid-Annual Weed Abatement at Various Facilities: Authorize the General Manager to issues purchase orders to Venco Western in the amount of \$34,354 and to Savannah Landscape in the amount of \$4,048 for weed abatement services as delineated in Operations Manager Reyes' board memo dated May 13, 2008.

Moved by Director _____, seconded by Director _____, and _____, that Consent Calendar Items 5A-5H be approved and adopted as presented.

6. TREASURER

Miscellaneous Report from Treasurer

7. FACILITIES & OPERATIONS

- A Request for Proposals – Preliminary Design & CEQA Study for the Backbone Improvement Program

Moved by Director_____, seconded by Director_____, and_____, that the Board approve the Request for Proposals for engineering/planning services for the Preliminary Design and CEQA Study for the Backbone Improvement Program.

- B Four Tanks Renovation Project (2008) Kimberly, Woolsey, Mulwood and Indian Hills RW Tank – Approval of the Notice for Prequalification

Moved by Director_____, seconded by Director_____, and_____, that the Board approve the Notice Inviting Prequalification for the Four Tanks Renovation Project (2008).

8. RESOURCE CONSERVATION AND PUBLIC OUTREACH

- 50TH Anniversary Observation

Moved by Director_____, seconded by Director_____, and_____, that the Board approve the design presented at tonight's meeting, authorizing staff to develop 50th Anniversary support materials around the visual theme.

9. GENERAL MANAGER

- 2008 Strategic Plan

Moved by Director_____, seconded by Director_____, and_____, that the Board approve and adopt the 2008 Strategic Plan as presented.

10. NON-ACTION ITEMS

- A Organization Reports
(1) MWD
(2) Other
- B Directors' Reports on Outside Meetings
- C Information Items
(1) Electronic Recycle Program
(2) Round Meadow Elementary School – California Friendly Landscape Demonstration Garden
(3) Headquarters Landscape – Design Services
- D General Manager Reports

11. FUTURE AGENDA ITEMS/DIRECTOR COMMENTS

12. PUBLIC FORUM

Members of the Public may address the Board on items that appear on the agenda; and on items within the jurisdiction of the Board, providing that no action shall be taken on any item not appearing on the agenda unless authorized by Subdivision(b) of Government Code Section 54954.2. The President of the Board may limit the time available for each subject and each speaker.

13. CLOSED SESSION

Conference with District Counsel – Existing Litigation

A Cooper, et al. v. Calabasas Park Estates, et al.

B Mehta Construction Company v. LVMWD

C Las Virgenes Reservoir Dam

14. OPEN SESSION AND ADJOURNMENT

UPCOMING EVENTS

CASA Fall Conference	August 20-23, 2008
POWER	November 6-7, 2008
ACWA Fall Conference	December 2-5, 2008

MINUTES
REGULAR MEETING OF THE
BOARD OF DIRECTORS
LAS VIRGENES MUNICIPAL WATER DISTRICT

March 25, 2008

1 The Board of Directors of Las Virgenes Municipal Water District met in Regular Meeting at 4232 Las Virgenes Road, in Calabasas, California, at 5:00 PM on Tuesday, March 25, 2008

President Bowman called the meeting to order at 5:10 PM

The Pledge of Allegiance to the Flag was given, led by President Bowman.

Secretary Smith called the roll. Those answering present were Directors Bowman, Caspary and Smith.

Directors not present: Directors Peterson and Renger - Excused

The Chair declared a quorum present.

2 It was moved by Director Caspary, seconded by Director Smith and carried unanimously, that the agenda for the Regular Meeting of March 25, 2008 be approved as presented.

3 Public Forum – Mr. Donald Dear from West Basin Municipal Water District addressed the Board asking their support for his election as the Independent Special Districts representative.

4 Illustrative and/or Verbal Presentation Agenda Items

A Infrastructure Investment Plan, FY 2008/09 – 2012/13 – It was moved by Director Smith, seconded by Director Caspary, and carried unanimously, that the board, receive and file as a planning document the Infrastructure Investment Plan FY 2008/09 – 2012/13 (LVMWD Report No. 2408.00).

B Legislative Update – None

C Drought Management Planning Update – Resource Conservation Manager Orton provided an update regarding the Water Shortage Plan, water efficiency outreach efforts and Proposition 50 funds.

D Urban Water Run-Off Conference – Update – Resource Conservation Manager Orton gave a presentation of the March 5, 2008 event, which was received with great enthusiasm by the local area communities.

5 It was moved by Director Caspary, seconded by Director Smith and carried unanimously, that Consent Calendar Items 5A-5C be approved as presented.

A Minutes: Regular Meeting of February 12, 2008 and Special Meeting of February 15, 2008. APPROVE

B List of Demands – 03/25/08. APPROVE

C Investment Report for the Month of February 2008. APPROVE

6 Miscellaneous Report from Treasurer – None

7 A Las Virgenes Dam: Settlement Study and Acceptance of Automated Seepage Monitoring Proposal - It was moved by President Bowman, seconded by Director Caspary, and carried unanimously, that the board, receive and file the Las Virgenes Dam Settlement Report (LVMWD # 2410.00); and accept the proposal from MSO Technologies, Inc. to provide design and construction services in an amount not to exceed \$9,200.

B Sewage Lift Station Pump # 1 and # 2 Failure – It was moved by Director Caspary, seconded by President Bowman, and carried unanimously, that the board, authorize the General Manager to issue a purchase order in an amount not to exceed \$200,000 to Flo-Systems, Inc. for the purchase of two complete pumping systems and necessary labor/materials from Vaughn's Industrial Repair, Inc. for the installation; and appropriate funds in the amount of \$150,000 to Job Number 10293 to complete this work.

C Rancho Las Virgenes Composting Facility Amendment Supply – It was moved by Director Smith, seconded by Director Caspary, and carried unanimously, that the board, waive formal bidding requirements for amendment and authorize the General Manager to issue a purchase order for amendment supply.

8 Annual Report–Records Retention – After a discussion regarding clarifications of records scheduled for destruction, it was moved by Director Caspary, seconded by President Bowman, and carried unanimously, that the board, approve the Request for Amendments to Records Retention Schedules; and approve the Request for Authority to Destroy Obsolete Records.

9 A Organization Reports
(1) MWD – None
(2) Other – None

B Directors' Reports on Outside meetings – President Bowman discussed his attendance at the February ACWA Conference in Washington D.C.; ACWA Federal Affairs Committee meeting and AWA, which were held in March.

C Information Items – None

D General Manager Reports - General Manager Mundy discussed upcoming conferences and events including the April 22, 2008 poster contest.

10 Future Agenda items/Director Comments – President Bowman requested his attendance at National Water Resources Association be placed on a future agenda and that an annual review of Director's attendance at meetings be considered. President Bowman and Director Smith also commented respectively on AB 32 and water quality objectives contained in the proposed Strategic Goals.

11 Public Forum – No speaker cards were received from the public.

12 The meeting convened into Closed Session at 6:47 p.m.

Conference with District Counsel – Existing Litigation

A Cooper, et al. vs. Calabasas Park Estates, et al.
Smith, et al. vs. Calabasas Park Estates, et al.

B Mehta Construction Company v. LVMWD

13 The meeting reconvened into Open Session at 6:55 p.m. The Chair declared the meeting adjourned at 6:56 p.m.

JOSEPH M. BOWMAN, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:

JEFFERY A. SMITH, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)

MINUTES
REGULAR MEETING OF THE
BOARD OF DIRECTORS
LAS VIRGENES MUNICIPAL WATER DISTRICT

April 8, 2008

1 The Board of Directors of Las Virgenes Municipal Water District met in Regular Meeting at 4232 Las Virgenes Road, in Calabasas, California, at 5:00 PM on Tuesday, April 8, 2008

President Bowman called the meeting to order at 5:00 PM

The Pledge of Allegiance to the Flag was given, led by President Bowman.

Secretary Smith called the roll. Those answering present were Directors Bowman, Caspary, Peterson, Renger and Smith.

The Chair declared a quorum present.

2 It was moved by Director Renger, seconded by President Bowman and carried unanimously, that the agenda for the Regular Meeting of April 8, 2008 be approved as presented.

3 Public Forum – Mr. Hal Helsley addressed the Board regarding property located near the Rancho Las Virgenes Composting Facility, which is currently for sale and provided a map from the area, dated September 14, 1998. Mr. Helsley also thanked the Board for its support of the local community.

4 Illustrative and/or Verbal Presentation Agenda Items – Customer & Public Relations Manager Reinhardt provided the Board with a legislative update and discussed AB 3030. President Bowman made a motion to set a cap of \$20,000 for expenditures and requesting of support letters from other agencies. The motion was seconded by Director Caspary, who requested General Manager Mundy discuss AB 3030 with ACWA and report back to the Board regarding their position on the assembly bill. The motion was carried by a 4/5 vote with Director Peterson abstaining.

5 It was moved by Director Caspary, seconded by Director Renger, and carried unanimously, that Consent Calendar Items 5A-5G be approved as presented.

A Minutes: Regular Meeting of February 26, 2008. APPROVE

B List of Demands – 04/08/08. APPROVE

C Directors' Per Diem for March 2008. APPROVE

D Los Angeles County Auditor Controller, Agreement for Billing of Direct Assessments: Increase the fee charged for direct assessments on the tax roll from \$0.20 to \$0.25 per parcel. APPROVE

E Authorize Joseph Bowman's attendance at National Water Resources Association meetings for calendar year 2008. APPROVE

F Claim submitted by Te'sha Johnson and Subrogation Claim submitted by State Farm Insurance. DENY

G Award of Bid for Cla-Val Parts: Authorize the General Manager to issue a one-year contract with two one-year renewal options to Famcon Pipe & Supply, Inc. for the purchase and delivery of cla-val parts at 28% below cla-val's published list price. APPROVE

6 Miscellaneous Report from Treasurer – None

7 It was moved by Director Peterson, seconded by Director Renger, and carried unanimously, that the Board authorize the General Manager to execute the recognition agreement between Service Employees International Union, Local 721 and Las Virgenes Municipal Water District.

8 It was moved by President Bowman, seconded by Director Caspary, and carried unanimously, that the Board authorize a Call for Bids for Annual Weed Abatement at Various Facilities.

9 It was moved by Director Peterson, seconded by President Bowman, and carried unanimously, that the Board support the Nomination of Mr. Donald Dear to serve as LAFCO Representative.

10 A Organization Reports
(1) MWD Representative Peterson provided an update regarding general business of Metropolitan Water District.
(2) Other – None

B Directors' Reports on Outside meetings – President Bowman discussed his attendance at the March 26, 2008 ACWA Legislative Symposium; and Director Peterson discussed his attendance at ACWA and ACWA Federal Legislative meetings.

C Information Items – None

D General Manager Reports - General Manager Mundy discussed upcoming conferences and events including scheduling of the annual Calleguas-Las Virgenes Public Financing Authority meeting, which will be held on May 14, 2008.

11 Future Agenda items/Director Comments – President Bowman and Directors Caspary and Peterson requested General Manager Mundy report back to the Board on utilization of the Las Virgenes Reservoir during mandatory allocations.

12 Public Forum – No speaker cards were received from the public.

13 The meeting convened into Closed Session at 6:25 p.m.

Conference with District Counsel – Existing Litigation

A Cooper, et al. vs. Calabasas Park Estates, et al.
Smith, et al. vs. Calabasas Park Estates, et al.

B Mehta Construction Company v. LVMWD

C Property Acquisition APN #'s 2063-008-008 and 2063-012-003

14 The meeting reconvened into Open Session at 7:04 p.m. The Chair declared the meeting adjourned at 7:05 p.m.

JOSEPH M. BOWMAN, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:

JEFFERY A. SMITH, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)



May 13, 2008 Board Meeting

TO: Board of Directors
FROM: Finance and Administration

Subject: Award of Bid for Pressure Regulators

SUMMARY

On March 11, 2008, the Board of Directors approved a call for bids for the purchase of pressure regulators for new meter service installations, the meter change program and for the replacement of faulty regulators.

RECOMMENDATION

The Board of Directors authorize the General Manager to issue a one year contract with two one-year renewal options to Famcon Pipe & Supply, Inc. for the purchase and delivery of pressure regulators.

DISCUSSION

Bid packages were sent to seven suppliers, two responsive bids were received as follows:

Table with 3 columns: Supplier Name, 1" P/R, 1 1/4" P/R. Rows include Famcon Pipe & Supply Inc. (Prices thru 8/25/08 and 4/7/09) and Ferguson Water Works.

Due to the manufacturer's price increase as of August 26, 2008, Famcon Pipe and Supply, is able to guarantee their lower prices only until August 25, 2008. We are rejecting H.D. Supply Waterworks bid proposal as a non-responsive bid due to their minimum \$5,900 purchase requirement.

Famcon Pipe and Supply, Inc. is the apparent lowest responsive bidder for these regulators. Staff has reviewed the required documentation and recommends that Famcon Pipe and Supply, Inc. be awarded this contract for the purchase and delivery of pressure regulators.

FISCAL IMPACT

Total annual cost to the District for the pressure regulators is estimated at \$51,500. Funds are available in the current budget and will be proposed in future budgets.

Carmen Ripley, Senior Buyer prepared this report.

Sandra Schmidt April 30, 2008
Sandra Schmidt Date
Director of Finance and Administration

John R. Mundy 5/1/08
John R. Mundy Date
General Manager

5E



May 13, 2008 Board Meeting

TO: Board of Directors

FROM: Facilities and Operations Department

Subject: Upgrade of LABWORKS Software

SUMMARY

For numerous years, the Laboratory at Tapia has used a laboratory information management system from PerkinElmer to manage laboratory testing and results. PerkinElmer will no longer support the current version of software used by the lab staff. They are currently offering an upgrade to the program. This version will be based on the SQL server and will no longer be a proprietary database. This allows staff to access the data in multiple ways with limited difficulty. As a part of the upgrade a PerkinElmer consultant will be on site to assist and one year of software support.

RECOMMENDATION

- Authorize the General Manager to issue a purchase order to PerkinElmer in the amount of \$26,520 for the upgrade to LABWORKS software.

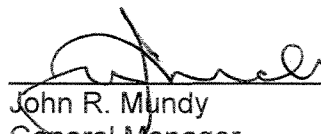
FINANCIAL IMPACTS

Funds are available in the Laboratory budget, account 701341.5530.

Marsha Eubanks, Administrative Services Officer, prepared this report.

 5/2/08

David R. Lippman Date
Director of Facilities and Operations

 5/2/08

John R. Mundy Date
General Manager



May 13, 2008 Board Meeting

TO: Board of Directors
FROM: Facilities and Operations

**SUBJECT: Easement for a Recycled Waterline within Tract No. 45465-02,
Portion of Lot 7
Mulholland Highway East of Las Virgenes Road**

SUMMARY

The easement is for a recycled waterline over private property within a portion of Lot 7 of Tract No. 45465-02. The easement is over property owned by Brian Boudreau. The property is located off Mulholland Highway east of Las Virgenes Road in the unincorporated territory of the County of Los Angeles.

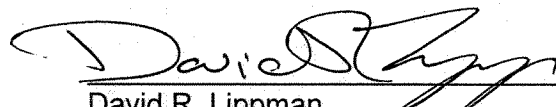
RECOMMENDATIONS

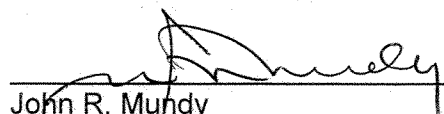
- Accept the easement granted to LVMWD by Brian Boudreau on behalf of Malibu Canyon L.P., a California Limited Partnership for a recycled waterline within the above mentioned Tract.
- The secretary to execute the resolution of acceptance for and on behalf of the District.

FINANCIAL IMPACT

The financial impact on the District is One dollar (\$1.00).

This report was prepared by Civil Engineering Assistant Neal Clover.

 4/23/08
David R. Lippman Date
Director of Facilities and Operations

 4/28/08
John R. Mundy Date
General Manager

boriginal45465-02ease0408

RESOLUTION OF ACCEPTANCE

RESOLVED, that the Easement executed by **MALIBU CANYON L.P.**, a **California Limited Partnership** and dated **April 16, 2008** conveying to the Las Virgenes Municipal Water District, for valuable consideration of One Dollar (\$1.00), certain real property situated in the County of Los Angeles, State of California, designated by the Las Virgenes Water District as

Portion of Lot 7, Tract No. 45465-02

Easement for two detector checks more particularly described in said Easement hereby is accepted. I HEREBY CERTIFY, that the foregoing is a full, true and correct copy of a Resolution adopted by the Board of Directors of the Las Virgenes Municipal Water District, at its meeting held on **May 13, 2008**.

Jeffery A. Smith
SECRETARY
LAS VIRGENES MUNICIPAL WATER DISTRICT



May 13, 2008 Board Meeting

TO: Board of Directors
FROM: Facilities and Operations

**Subject: Award of Bid
Annual Weed Abatement at Various Facilities**

Las Virgenes Municipal Water District (LVMWD) and Triunfo Sanitation District Joint Powers Authority have approved funding for this matter in the Joint Powers Authority Budget. This recommendation is before the LVMWD Board of Directors for action, as administering agent, as authorized under the Joint Powers Authority Agreement.

SUMMARY

Annually, the District must comply with the County of Los Angeles Weed Abatement Division notice to destroy weeds, remove brush, rubbish and refuse prior to fire season. The work is performed under contract for the District's largest sites, including Tapia Water Reclamation Facility, Rancho Las Virgenes Composting Facility, Westlake Filtration Plant, Morrison Tank and Headquarters/Reservoir 2. On April 8th, the Board authorized a Call for Bids. Bid packages were sent to 7 companies who all attended the mandatory bid tour. Bids were received as follows:

Company	Tapia	Rancho	Westlake	Morrison	Hq/Res 2
Executive Suite	\$14,030	\$7,775	\$27,745	\$5,630	\$6,230
Mariposa	\$10,377	\$13,010	\$20,690	\$7,885	\$5,725
Savannah	\$10,085	\$5,590	\$19,940	\$4,048	\$4,480
Venco Western	\$8,770	\$5,589	\$16,800	\$4,320	\$3,195
Underwood	\$9,647	\$6,075	\$21,675	\$4,250	\$4,090

Winning bids are shown in bold.

RECOMMENDATION


- Authorize the General Manager to issue purchase orders to the following vendors:
 - Venco Western in the amount of :
 - \$8,770 for weed abatement services at Tapia Water Reclamation Facility;
 - \$5,589 for weed abatement services at Rancho Las Virgenes Composting Facility;
 - \$16,800 for weed abatement services at Westlake Filtration Plant; and
 - \$3,195 for weed abatement services at Headquarters/Reservoir 2.
 - Savannah Landscape in the amount of \$4,048 for weed abatement services at Morrison Tank.

FINANCIAL IMPACT

The Fiscal Year 07-08 budget provides funding in the operating budget for weed abatement at all facilities.

Carlos Reyes, Operations Manager, prepared this report.

 5/5/08
 David R. Lippman Date
 Director of Facilities and Operations

 5/5/08
 John R. Mundy Date
 General Manager

5H



May 13, 2008 Board Meeting

TO: Board of Directors
FROM: Facilities and Operations

Subject: Request for Proposals - Preliminary Design & CEQA Study for the Backbone Improvement Program

SUMMARY

One of the projects in the FY 2008/09 Infrastructure Investment Plan is the Preliminary Design and CEQA Study for the Backbone Improvement Program. The scope of the project is to provide preliminary design and CEQA reviews for several proposed projects included in the 2007 Potable Water System Master Plan Update. These backbone improvements include the following:

1. A 30-inch East West Pipeline from Calabasas Road to Las Virgenes Road or Liberty Canyon Road;
2. An 18-inch pipeline from Cornell Pump Station to Kanan Road and a 12-inch pipeline from Kanan Road to Thousand Oaks Blvd.;
3. Construction of a 5 MG finished water tank at or near Las Virgenes Reservoir;
4. A portion of the 16-inch Calleguas MWD intertie pipeline from 101 Freeway at Lindero Road to Calleguas MWD 30-inch Lindero feeder that is within the District service boundary.
5. Determination of methods and means to upgrade a section of 30-inch concrete cylinder pipe (CCP, CL 100) from 1135' pressure zone to 1235' pressure zone;
6. Determination of methods and means of expanding the Westlake Filtration Plant from the existing sustainable flow of 8,400 gpm (12 mgd) to a sustainable flow capacity of 12,000 gpm (17 mgd);
7. Preliminary engineering design and CEQA review to modify LV-1 service connection from MWD's WVF#1 to WVF#2; and
8. Provide technical and economical evaluation for the Westlake Pump Station expansion.

The next step is to select the appropriate engineering/planning consultant to prepare the preliminary design and CEQA reviews. The RFP will be sent to at least four consultant firms. District staff will evaluate the proposals based mainly on key factors of: (1) a demonstration of the firm's understanding of the project scope, (2) prior experience and ability to prepare similar design and CEQA reviews, and (3) the cost of the proposal in terms of its overall value to the District.

The schedule for the Request for Proposals is:

Board Approval of Request for Proposals	May 13, 2008
Meeting and Field Tour with Consultants	May 28, 2008
Proposal Due Date (3:00 pm)	July 2, 2008
Board Acceptance of Successful Proposal	July 22, 2008

RECOMMENDATION

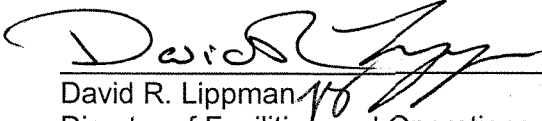
- Approve the Request for Proposals for engineering/planning services for the Preliminary Design and CEQA Study for the Backbone Improvement Program.

7A


FINANCIAL IMPACT

There is no fiscal impact associated with the approval of the Request for Proposals. The FY 2008/09 budget for this project is \$100,000.

John Zhao, Principal Engineer, prepared this report.

 4/29/08

David R. Lippman
Director of Facilities and Operations

 5/1/08

John R. Mundy
General Manager



May 13, 2008 Board Meeting

TO: Board of Directors

FROM: Facilities and Operations

**Subject: Four Tanks Renovation Project (2008)
Kimberly, Woolsey, Mulwood, and Indian Hills RW Tank
Approval of the Notice for Prequalification**

Las Virgenes Municipal Water District (LVMWD) and Triunfo Sanitation District Joint Powers Authority approved funding for this matter in the Joint Powers Authority Budget. This recommendation is before the LVMWD Board of Directors for action, as administering agent, as authorized under the Joint Powers Authority Agreement.

SUMMARY

The Board approved a Notice Inviting Pre-Qualification on August 14, 2007 for the Three Tanks Renovation Project (Kimberly, Mulwood, and Woolsey potable water tanks). However, it was determined that there is a need to add seismic anchors to Woolsey Tank so that it will be more earthquake-resistant, which will allow the full use of the tank's volume. Additionally, after inspection and evaluation of the Indian Hills recycled water (RW) tank this past March, it was decided to include it into the current list of tanks in need of significant interior coating renovation. This inclusion of Indian Hills tank would greatly enhance the project's economies of scale in obtaining the best possible bid price. It is determined that a new Notice Inviting Pre-Qualification is warranted. This pre-qualification process ensures that the contractor will have the needed technical and financial resources to complete large-scale tank repair work.

RECOMMENDATION

- Approve the Notice Inviting Prequalification for the Four Tanks Renovation Project (2008).

FINANCIAL IMPACT


The three potable tanks will be accounted for under work order (w.o.) #10360, with a current budget of \$270,000 and a FY08-09 appropriation of \$360,000. Indian Hills tank, a JPA facility, will be funded with a FY08-09 appropriation request of \$150,000.

The proposed project schedule is as follows:

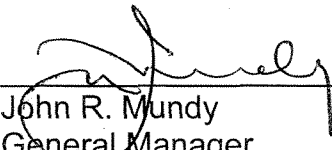
Milestone	Completion Date
Approve Notice Inviting Prequalification	May 13, 2008
First Advertisement	May 19, 2008
Second Advertisement	May 27, 2008
Board Approval of PS & E; prequalification scoring completed. Call for Bids, and Authorize distribution of Bid Documents to Prequalified Contractors	July 8, 2008
Pre-bid meeting and Field Tour	July 22, 2008
Bid Opening (3:00 PM)	May 28, 2008
Award of contract	August 26, 2008
Estimated contract completion	May 30, 2009

PS & E: Plans, Specifications, and Engineering Drawings

Rommel M. Marzan, Associate Engineer, prepared this report.



 David R. Lippman Date
 Director of Facilities and Operations



 John R. Mundy Date
 General Manager



May 13, 2008 Board Meeting

TO: Board of Directors

FROM: Resource Conservation and Public Outreach

Subject: 50th Anniversary Observation

SUMMARY

In April, the Board authorized staff to proceed with the development of a design and thematic for the District's 50th Anniversary observation, which commences July 1.

DISCUSSION

Michael Lang of Locomotive Design has created several concepts for the District to consider. With staff input and review the first round of designs (attached) has been further refined.


FINANCIAL IMPACTS

No additional impacts to the District.

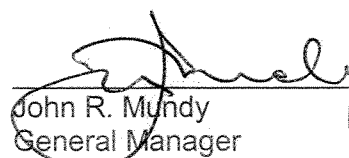
RECOMMENDATION

The Board approve the design presented to tonight's meeting, authorizing staff to develop 50th Anniversary support materials around the visual theme.

Jeff Reinhardt, Customer Service & Public Affairs Manager prepared this report.

 5.5.2008

Jimmie Cho Date
Director
Resource Conservation & Public Outreach

 5/5/08

John R. Mundy Date
General Manager



May 13, 2008 Board Meeting

TO: Board of Directors

FROM: General Manger

Subject 2008 Strategic Plan

SUMMARY

On March 21st, at a Board Workshop facilitated by Robert Rauch of Rauch Communications, the Board of Directors and senior staff met to review and provide suggestions for update of the District's Strategic Plan.


Attached for your consideration is a draft Strategic Plan document which reflects the discussion that took place and the direction staff received from the Board. Once adopted this document will serve as guidance to staff in shaping the direction and focus for the District over the next several years.

RECOMMENDATION

- Approve and adopt the 2008 Strategic Plan as presented.

FISCAL IMPACT

None



John R. Mundy
General Manager

4/29/08

Date



May 13, 2008 Board Meeting

TO: Board of Directors
FROM: Finance and Administration

Subject Electronic Recycle Program

SUMMARY

Arrangements were made to recycle the district's obsolete electronics equipment. A vendor was found who would remove the equipment and recycle it according to state requirements at no cost to the district. The vendor agreed to remove any additional electronic waste at no cost so the program was opened to district employees to bring their personal equipment.

As a result of the program, approximately 4,560 pounds of electronic waste were safely disposed. The attached certification from the vendor indicates all plausible end markets for recycling are explored prior to disposing of the remaining materials in the landfill.

Michael McIntyre, SCADA Systems Specialist, prepared this report.

Sandra Schmidt 8-29-08
Sandra Schmidt Date
Director of Finance and Administration

John R. Mundy 4/29/08
John R. Mundy Date
General Manager

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May 13, 2008 Board Meeting

INFORMATION ONLY

TO: Board of Directors

FROM: Resource Conservation and Public Outreach

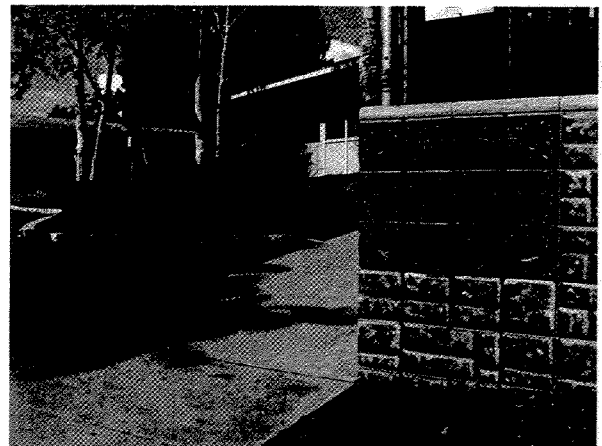
Subject Round Meadow Elementary School – California Friendly Landscape Demonstration Garden

SUMMARY

Since 1992, Las Virgenes Municipal Water District has participated financially with public and non-profit agencies in the development of water efficient demonstration gardens. This conservation education program is designed to educate District customers as to the beauty and functionality of water-wise landscape plantings.

Parent volunteers at Round Meadow Elementary School, with the support of the Round Meadow Parent-Faculty Association, Round Meadow Faculty and the LVUSD administration, have completed the installation of such a garden at the entrance to the school. The garden covers an area of approximately 3,020 square feet, and the total project cost was \$11,450, of which the District provided \$3020, or just over 25 percent of the project cost. The cost to the District was \$1 per square foot.

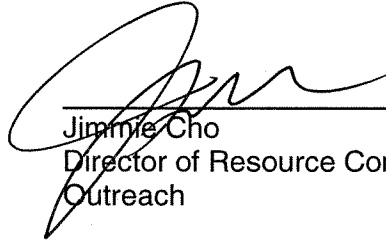
District staff, in keeping with the direction of the LVMWD Board, determined the project to be one that met the criteria needed to qualify for LVMWD grant monies, being highly visible, including a variety of California Friendly plant materials, being located in an area that is not close in proximity to other demonstration gardens, and having great opportunity for education. The educational component of this project will be met via the development of an enrichment class on "Native Plants and Gardening" which will be included in the curriculum this coming semester.

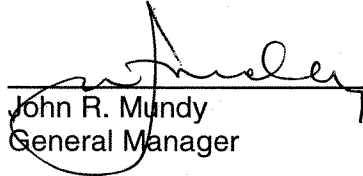


FINANCIAL IMPACT

\$4,468 was provided for the demonstration garden grant program in the current budget (FY 07-08) under account #101900.6742, of which \$3020 was allocated for the Round Meadow School demonstration garden.

Scott Harris, Conservation and Cross Connection Control Supervisor, prepared this report.

 4.29.2008
Jimmie Cho Date
Director of Resource Conservation & Public
Outreach

 5/1/08
John R. Mundy Date
General Manager



May 13, 2008 Board Meeting

INFORMATION ONLY

TO: Board of Directors
FROM: Resource Conservation and Public Outreach

Subject: Headquarters Landscape - Design Services

SUMMARY

The appearance of Headquarters Campus landscaping has been a concern for several years. As the initial plantings either reached their anticipated lifespan or outgrew the intended design area, it was decided that renovation was in order. Staff has utilized the current landscape maintenance crew to perform a significant amount of this renovation work, including the removal of a significant quantity of dead, overgrown and otherwise unsightly plant materials, extensive pruning of the plantings and the installation of bark mulch throughout the facility.

The project has reached the point where the service of an accomplished landscape architect or designer is needed to develop a cohesive plan for the campus. The final design product must accomplish a number of goals. It must clearly demonstrate the beauty and ease of maintenance of native and other California Friendly plants. It must demonstrate the principles of effective and efficient irrigation water use along with the associated cost savings. And, it must accomplish these things in a way that is aesthetically suited to a corporate campus while remaining easily translatable to a residential setting.

Staff, at the direction of the Board, contacted local schools, colleges and universities in an attempt to provide the students with an opportunity for an individual or class project, and to procure a design at no charge. This inquiry generated no interest. Staff has recently solicited bids from a variety of firms and individuals. Results are as follows:

Name	Available for job	Proper design style	Cost
New Leaf Landscape Design Service	Yes	Limited Experience	n/a
Elemental Landscapes	Yes	Limited Experience	\$8,000
Lee Newman Design Group	Yes	Yes	\$20,000+
Olwyn Kingery Landscape Design	Yes	Yes	\$10,975
Phillipa Klessig	No	Yes	n/a
Tom Hayduk	No	Yes	n/a
Country Estate Landscape Design	Yes	Yes	\$10,000

Staff has elected to secure the services of Olwyn Kingery Landscape Design. Ms. Kingery worked with the reputable, local James Dean Landscape Design Firm for many years, gaining

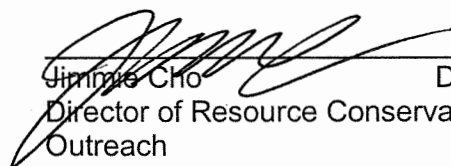
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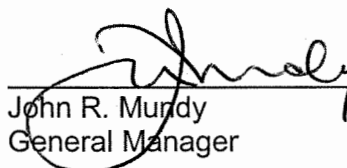
experience in both residential and commercial landscape design. Her projects include the Commons at Calabasas and Calabasas Volvo, among others.

FINANCIAL IMPACT

The funds of \$10,975.00 are available in the budget, account number 701001.5515.

Scott Harris, Conservation and Cross Connection Control Supervisor, prepared this report.

 _____ May 5, 2008
Jimmie Cho Date
Director of Resource Conservation & Public
Outreach

 _____ 5/5/08
John R. Murdy Date
General Manager