



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

AGENDA
REGULAR MEETING

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

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

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

5:00 PM

December 10, 2013

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER AND ROLL CALL

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

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

2. APPROVAL OF AGENDA

A Moved by Director _____, seconded by Director _____, and _____, that the agenda for the Regular Meeting of December 10, 2013, be approved as presented/amended.

3. PUBLIC COMMENTS

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

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

1. Legislative Update - MWD Executive Legislative Representative Kathy Cole

5. CONSENT CALENDAR

A Minutes: Regular Meeting of November 12, 2013. Approve

B List of Demands: December 10, 2013. Approve

C Directors' Per Diem: November 2013. Ratify

D Notice of Cancellation Due to Lack of Quorum: Regular Meeting of December 24, 2013. Approve

6. TREASURER

7. FACILITIES AND OPERATIONS

A Award of Annual Purchase Orders

Authorize the General Manager to issue annual purchase orders to the vendors listed on Exhibit 1 in the specified amounts for the period of January 1, 2014, through December 31, 2014.

B Fiscal Year 2013-14 Vehicle Replacement Program: Award and Salvage

Authorize the General Manager to issue a purchase order to William Morris Chevrolet of Fillmore for one Chevrolet Volt in the amount of \$33,500, plus taxes and fees; authorize the General Manager to issue a purchase order to Fritts Ford of Riverside for one Ford F350 utility body pick-up truck, one Ford Connect utility van, two Ford F150 pick-up trucks, and two Ford F150 short bed pick-up trucks in the amount of \$125,410, plus taxes and fees; and declare six high mileage/older vehicles and one Zieman utility trailer (Vehicle Nos. 109, 160, 808, 822, 832, 839 and 848) as surplus for auction.

8. FINANCE AND ADMINISTRATION

A Below Ground Vault Access Cover Retrofit Program: Award of Bid

Execute a one-year contract with Vault Access Solutions and Fabrication and authorize the General Manager to execute two one-year term renewal options in an aggregate amount not to exceed \$293,337.00 for the manufacture, purchase, and delivery of 80 vault lids.

B Unleaded and Diesel Fuel Petroleum Products: Call for Bids

Authorize a Call for Bids in accordance with the proposed bid schedule for the supply of unleaded and diesel fuel petroleum products.

C Mailing of Customer Bills and Notices: Call for Bids

Authorize a Call for Bids in accordance with the proposed bid schedule for the folding, stuffing, and mailing of customer bills and notices.

D Claim by JP Morgan Chase

Deny the claim from JP Morgan Chase.

9. INFORMATION ITEMS

A Transfer of Drinking Water Program from California Department of Public Health to State Water Resources Control Board

10. NON-ACTION ITEMS

A Organization Reports

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

B Director's Reports on Outside Meetings

C General Manager Reports

- (1) General Business
- (2) Follow-Up Items

D Director's Comments

11. FUTURE AGENDA ITEMS

12. 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

13. CLOSED SESSION

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

- 1. Las Virgenes - Triunfo Joint Powers Authority v. United States Environmental Protection Agency
- 2. Heal the Bay, Inc. v. Lisa P. Jackson
- 3. San Diego County Water Authority v. Metropolitan Water District of Southern California (Cases 1 and 2)
- 4. City of Agoura Hills v. Las Virgenes Municipal Water District, et al. (3 Cases)

14. OPEN SESSION AND ADJOURNMENT



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

MINUTES
REGULAR MEETING

5:00 PM

November 12, 2013

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Board President, Charles Caspary.

1. CALL TO ORDER AND ROLL CALL

A Call to order and roll call

The meeting was called to order at 5:00 p.m. by Board President Caspary in the District offices. Deputy Secretary, Kimmey Conklin called the roll. Those answering present were Directors Charles Caspary, Glen Peterson, Leonard Polan, Lee Renger and Barry Steinhardt.

2. APPROVAL OF AGENDA

A Approval of agenda

On a motion by Director Lee Renger, seconded by Director Glen Peterson, the Board of Directors voted 5-0 to Approve the agenda for the Regular Meeting of November 12, 2013, as presented.

AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt

3. PUBLIC COMMENTS

No speaker cards were received from the public.

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Emergency Preparedness Update

Administrative Services Coordinator, Doug Anders and Water System and Facilities Manager, Larry Miller gave a presentation entitled "Emergency Response Functional Exercise", dated November 5, 2013, which discussed the Emergency Response Plan (ERP); purpose of the exercise; expectations and preparation; Incident Command Management functions; other agency interactions including Los Angeles Department of Water and Power, Department of

Water Resources, State Water Project, Department of Safety of Dams, Regional Water Quality Control Board, Federal Emergency Management Agency; and staff training.

A summary of Board comments included: were problems discovered (none that were significant, forms were used versus computers due to potential outages); is there a fuel stabilizer (a "fuel doctor" is used as part of regular maintenance); process is similar to Community Emergency Response Team (CERT); if radio communication goes out at Metropolitan Water District or Department of Water and Power is there somewhere we have service without relays (yes); is there a "to-do" check-list (yes); Department of Water Resources has a 3.2 earthquake threshold in their ERP for employees reporting to work (all District employees reported to work after the Northridge earthquake, and in the event of a 5.0 or larger earthquake a dam inspection is performed).

Director of Facilities and Operations, David Lippman stated the next steps were to hold a "Town Hall" meeting to notify all employees of the ERP process.

Board President Caspary stated the General Manager and/or Board President can declare an emergency, but wants to make sure nothing falls through the cracks (General Manager, David Pedersen stated there could be a hotline set-up with a message as to whether employees should report to work or not; Director of Facilities and Operations Lippman stated in the past it has served the District well to have all employees respond).

B Presentation Regarding Leasing Options for Vacant District Properties

Authorize the General Manager to issue a Request for Proposals for a real estate agent to list a short-term lease for Building No. 1 and a long-term lease for the suite in Building No. 8 and to obtain a proposal from Waronzof & Associates to assist with development of a Request for Proposals to engage a property development firm to solicit compatible build-to-suit, long-term opportunities for governmental or quasi-governmental agencies.

General Manager Pedersen stated that staff is trying to generate the most revenue possible for Building #1, and in doing so a consultant had been hired to provide recommendations for potential use of the site.

Timothy Lowe, Principal with Waronzof & Associates gave a presentation entitled "Preliminary Financial Feasibility Analysis: LVMWD Campus Excess Land", which discussed evaluation and development options for the site; site and building conditions; market conditions; potential use alternatives; existing building if renovated; new Commercial Limited (CL) Zoned building; new public (agency) building; financial analysis summary; suggested strategy; and anticipated timeline.

A summary of Board comments included: \$12.9 million to construct a new building (Lowe: does not believe additional money should be spent on the existing building; recommends a short-term rental of Building #1; options include a ground lease with the District as the developer, or developer has a sub-lease with agency, which is typically 20-years, developers are very good about finding tenants for their buildings, reiterated not to spend more money on the existing building and to rent short-term); surety bond from developer (Lowe: renting agency would request a construction bond, most common for land rent to be paid once building is occupied; District Counsel, Wayne Lemieux reported this type of arrangement for ground leases is fairly common; Lowe: the method is known as a "public/private partnership", or "P3", most commonly used by laboratories, technical corporations, or Fish and Wildlife); not sure a 50,000 square foot building could be constructed unless subterranean (Lowe: ran a capacity analysis, sister-type building would require subterranean parking), likes concept of short-term leases; is remodel an option (Lowe: the building is practically at the end of its useful life, don't spend a lot of money now, let someone else "bird-dog"); floor-area-ratio (FAR), CL

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2 Zone, is there an option with City of Calabasas to increase FAR (Lowe: he is not involved in that process, but has seen permissible FAR of 1-2, but after 1 parking becomes an issue); what happens if "agency" building is leased for only 20 of the possibly 40-year usable life (Lowe: could be a minor issue), clarification in regards to if an "agency" building was left after 20-years could a private company lease for the other 20 years (Lowe: City of Calabasas would determine whether termination of lease was okay, or approve for other uses; General Manager Pedersen stated this is the situation that currently exists, legal non-conforming, private versus public use; Lowe: CL Zoning and lot line adjustment could be adjusted again, City of Calabasas has a vested interest in tax base and employment, every real estate transaction has the potential for difficulties, believes right now developer building and leasing is the best option); is there a high potential for an "agency" lease (Lowe: statement of work did not include this type of analysis, but there is a lot of activity in regards to agencies needing specialized facilities, recommends ground lease option).

Director Glen Peterson requested a sign be put up offering a ground lease.

*On a motion by Director Lee Renger, seconded by Director Charles Caspary, the Board of Directors voted 5-0 to Approve the recommendations as presented.
AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt*

C Special District Leadership Foundation: Transparency Certificate of Excellence

Public Affairs and Communications Manager, Jeff Reinhardt gave a presentation entitled "Community Transparency Review", which discussed the Special District Leadership Foundation (SDLF) basic requirements/website requirements/outreach-best practices requirements for obtaining of the "District Transparency Certificate of Excellence", valid for two-years and a community transparency review conducted by Greg Ramirez, City Manager, City of Agoura Hills; Bridget Karl, Chief Executive Officer, Calabasas Chamber of Commerce; and Kathleen Sterling, Editor and Publisher, Las Virgenes Enterprise.

Director Polan inquired as to whether video recording of board meetings was a requirement (Reinhardt: no), wants to continue video recording forever, and also reported that he had met with General Manager Pedersen regarding dashboard information for reservoir.

Board President Caspary thanked staff on their great work in obtaining the certification.

D Legislative and Regulatory Updates

General Manager Pedersen reported that Kathy Cole from Metropolitan Water District would be providing an annual legislative update on December 10th.

Board President Caspary asked about the river salt and nutrient plan (Pedersen: State Water Resources Control Board to develop a salt and nutrient management plan, need to keep an eye on the process due to Los Angeles River (005) discharge, recycled water easily meets current standards, new standards could cause problems).

5. CONSENT CALENDAR

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

AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt

A Minutes: Regular Meeting of October 8, 2013. Approve

B List of Demands: November 12, 2013. Approve

ITEM 5A

C Directors' Per Diem: October 2013. Ratify**6. TREASURER**

Treasurer Polan stated he had met with Interim Director of Finance and Administration, Joseph Lillio; questioned two items (1) CS Engineering check # 64148 in the amount of \$31,425.71 (General Manager Pedersen stated the original check had expired and needed to be reissued, and that a settlement agreement had been executed); (2) Untangle, Inc. check #64201 \$1,080.00, item was for a hard-drive; and reported all other checks were in order.

7. BOARD OF DIRECTORS**A ACWA General Session Membership Meeting and Election of Officers**

Designate a representative to serve as the District's voting delegate for the ACWA General Session Membership Meeting on Wednesday, December 4, 2013, and authorize the General Manager to execute the required Proxy Form with ACWA.

On a motion by Director Glen Peterson, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve designation of Board President, Charles Caspary to serve as the District's voting delegate for the ACWA General Session Membership Meeting on Wednesday, December 4, 2013, and authorize the General Manager to execute the required Proxy Form with ACWA.

AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt

Director Steinhardt discussed correspondence from Cucamonga Valley Water District, Director, Kathleen Tiegs who has expressed an interest in the ACWA Statewide position of Vice President.

Board President Caspary inquired as to preferences in regards to voting slate or voting from floor nominations (Peterson: there were concerns in regards to the Vice President slate candidate due to their opposition to the Bay Delta Conservation Plan (BDCP)).

Director Steinhardt stated he knows both people, Director Tiegs would do a good job, Peer Swan was nominated, but maybe Director Peterson has more information (Peterson: Peer has his own ideas opposite of ACWA's leadership, Kathy is very dedicated and he thinks she would be a good Vice President; Caspary: will ACWA's Board revisit (Peterson: not sure)).

Director Polan inquired as to how a floor nomination works (Peterson: day before election nominations from the floor would be considered); does the Board need to give the Board President direction, or does he vote his own conscience (Peterson: conscience decision).

Director Steinhardt said he is confused as to why ACWA who has good people working for them selected a slate and then did not support it (Board President Caspary concurred and stated it was troubling that someone could get on the ACWA Board that would be detrimental to this District).

Board President Caspary requested General Manager Pedersen place an item on the agenda of November 26th to provide an update in the event additional information is received prior to the vote taking place.

B Annual Report: Records Review and Destruction

Authorize the destruction of records as presented.

Board Secretary Steinhardt reported that he had reviewed a sampling of boxes and found one record from former Las Virgenes Director, Tad Mattock that he deemed to be of historical

value, and one check to Dish Network that had been cashed by the District, which a customer had sent to us in error.

Director Polan asked if there is a need to scan documents (General Manager Pedersen deferred to Deputy Secretary Conklin who stated that it was important for vital records such as ordinances, resolutions, minutes, easements, etc. to be scanned for the purpose of research and copied to acid-free paper; a project had been started to complete this process, the staff person conducting the process was no longer with the agency, but that all ordinances and resolutions had been completed and minutes had been started); he would like process to be completed.

Board President Caspary directed General Manager Pedersen to look at having this process completed within 12-months.

*On a motion by Director Barry Steinhardt, seconded by Director Charles Caspary, the Board of Directors voted 5-0 to Approve the recommendation as presented.
AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt*

C Local Agency Formation Commission (LAFCO) Alternate: Nomination of Candidate

Nominate a candidate, if any, for consideration to fill a vacant position as an independent special district alternate representative on the Los Angeles County Local Agency Formation Commission.

The Board of Directors discussed whether there was interest in serving on the LAFCO Board, and hearing none no action was taken on the agenda item.

D Minutes: Regular Meeting of September 24, 2013

Approve the revised Minutes: Regular Meeting of September 24, 2013, as presented.

Board President Caspary reported Director Steinhardt was handing out a document related to the September 24th minutes and that on October 22nd he had requested changes be made, Clerk of the Board Conklin made revisions October 23rd; and that the Board had unanimously authorized summary transcriptions, but Director Steinhardt wanted verbatim transcription on one item.

Director Steinhardt: he had twenty communications with the public, he is the Board Secretary to Las Virgenes Municipal Water District and that his transcription should be included in the minutes (Polan: incorporate; Peterson: quoting not needed, difficult for our secretary, we have meetings on video, summary is good, everyone can view the videos, and there is a lot of work doing verbatim); tape destroyed after 12-months, not verbatim on all items, but yes on controversial items and not each time (Caspary: we have a trained professional to transcribe minutes and the Board approved summary transcription); minutes were accurate to Board motion and Board approved summary minutes (Peterson: refer people to video)

Board President Caspary read the September 25, 2012, unanimous Board action, which states "approve recording of all board meetings; maintaining each recording for a period of one year; and a summary transcription of all board meetings to be maintained in perpetuity as the official set of minutes".

On a motion by Director Barry Steinhardt, seconded by Director Leonard Polan, the Board of Directors voted 2-3 to Approve including Director Steinhardt's transcription language into the minutes of September 24, 2013, as they pertain to "8A - ITEM 5A Communications Site Lease Agreement: Morrison Tank (Woodglen Drive and

Ridgebrook Drive, Agoura Hills, CA").
AYES: Director(s) Polan , Steinhardt
NOES: Director(s) Caspary , Peterson , Renger

On a motion by Director Charles Caspary, seconded by Director Lee Renger, the Board of Directors voted 3-2 to Approve the recommendation to "Approve the revised Minutes: Regular Meeting of September 24, 2013, as presented."

Director Steinhardt inquired as to his responsibility is as Board Secretary (District Counsel, Wayne Lemieux: not responsible for accuracy of minutes, Board Secretary is attesting to Board President's signature).
AYES: Director(s) Caspary , Peterson , Renger
NOES: Director(s) Polan , Steinhardt

8. GENERAL MANAGER

A Fiscal Year 2013-14 Tactical Actions and Activities

Approve the proposed Fiscal Year 2013-14 Tactical Actions and Activities.

General Manager Pedersen discussed the Status of Tactical Activities and Actions - Fiscal Year 2012-13, dated November 7, 2013, and Proposed Fiscal Year 2013-14 Tactical Actions and Activities.

Polan: hold a separate session for objectives (Peterson concurs and expressed concerns in regards to "develop plan and timeline for recycled water storage", statement is weak-need timeliness, Triunfo needs to get in line and benchmarks need to be established); Steinhardt: incorporate into workshop; likes report, but "completed" or "on-going" possibly change language to continually evolving; Caspary: staff can come up with language.

Polan: completed 2013 - done annually (Steinhardt: some items will never be completed).

On a motion by Director Barry Steinhardt, seconded by Director Leonard Polan, the Board of Directors voted 5-0 to Approve the recommendation as presented.
AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt

9. FINANCE AND ADMINISTRATION

A Proposed Insurance Providers for Plan Renewals

Authorize the General Manager to execute a two-year renewal with VSP Vision Care for vision insurance coverage at an annual cost of \$17,219; and a three-year contract with Sun Life Financial for life, short-term disability and long-term disability insurance coverage, including Employee Assistance Program services, at a total annual cost of \$69,059.

Human Resources Manager, Sherri Paniagua discussed plan renewals for short/long-term disability, life insurance (great quote from Sun Life with a 3-year rate guarantee), vision plan (VSP had an increase due to the Affordable Care Act); the dental plan was brought back last year (rate guarantee expires 12/31/14); and stated the total package resulted in a \$52,020 savings over 3-years.

Steinhardt: familiar with Sun Life sales representative Andre Carter, it's a huge company (Sherry Skarda, Senior Vice President, Poms & Associates commented that Sun Life was not previously available in California, they have a beneficial rate and contract); common that rates are lower when a new company comes into the market, but once the contract ends then rates increase (Polan: likes the A+ company rating).

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On a motion by Director Barry Steinhardt, seconded by Director Leonard Polan, the Board of Directors voted 5-0 to Approve the recommendations as presented.
AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt

10. RESOURCE CONSERVATION AND PUBLIC OUTREACH

A Landscape Maintenance Services: Agreement with Villa Esperanza Services

Authorize the General Manager to execute a one-year agreement with two (2) one-year renewal options with Villa Esperanza Services to provide landscape maintenance services in an amount not to exceed \$4,783.00 per month.

Director of Resource Conservation and Public Outreach, Carlos Reyes introduced Charles Bloomquist, Director - West Region for Villa Esperanza Services, who thanked Las Virgenes for their partnership, stated four people who live locally and have developmental issues are employed as part of this agreement.

Board President Caspary stated he appreciates Villa Esperanza's staff, the work they do and that the services are cost effective.

On a motion by Director Glen Peterson, seconded by Director Charles Caspary, the Board of Directors voted 5-0 to Approve the recommendation as presented.
AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt

11. LEGAL SERVICES

A Resolution of Intent for Continuation of Potable Water Standby Charge

Pass, approve and adopt the proposed Resolution of Intent (Resolution No. 11-13-2447) continuing the Standby Charge pursuant to the Municipal Water District Law of 1911; order notification of properties that changed ownership since the last Standby Charge assessment; order publication of a Notice of Public Hearing in a newspaper of general circulation once a week for a two-week period; and set a Public Hearing for 5:00 p.m. on January 14, 2014, to consider the continuation of the Standby Charge.

RESOLUTION NO. 11-13-2447

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING JULY 1, 2014.

(Reference is hereby made to Resolution No. 11-13-2447 on file in the District's Resolution Book and by this reference the same is incorporated herein and made a part of hereof.)

On a motion by Director Charles Caspary, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the recommendations as presented.
AYES: Director(s) Caspary , Peterson , Polan , Renger , Steinhardt

12. INFORMATION ITEMS

A Regional BDCP Briefing and Proposed 2014 Water Summit

General Manager Pedersen discussed incorporating a water summit along with the Bay Delta Conservation Plan (BDCP), but there was not enough time to prepare, believes Director Steinhardt wanted a more comprehensive summit on BDCP, Statewide Water Action Plan (SWAP), Total Maximum Daily Load (TMDL), water conservation and 20% x 2020, and stated

staff would report back in 2014 on summit.

Steinhardt: when will this go on the agenda (Pedersen: late January or early February and the item will include a proposed date, itinerary and speakers; Polan: a water summit is a great idea).

B Bond Financing of Capital Improvement Projects

Director Steinhardt stated he requested an agenda item, not an information only item (General Manager Pedersen stated the item is on the agenda, but not as an action item).

Board President Caspary stated he directed General Manager Pedersen to put the the item on the agenda as information only, and inquired as to whether he would like a tax put on people to build the 5-million-gallon tank (Peterson: Chair determines agenda, make a motion to add to an agenda as an action item).

Director Polan: put on under future agenda items; Steinhardt: do I need to ask at each meeting; Renger: sure; Steinhardt: we aren't putting on agenda?; Polan: the Chair determined information only not action item.

C Rancho Las Virgenes Third Digester Construction: Approval of Change Order No. 3

13. NON-ACTION ITEMS

A Organization Reports

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

(1) MWD Representative Peterson stated there was no Metropolitan Water District (MWD) meeting today therefore he will provide a report on November 26th; State Water Project tour of November 1-3, had a variety of people in attendance including an FBI Agent, two MWD employees who live in Fountainwood, Len Polan and his wife, and that this was one of the best tours we have had.

Polan: Panoche Water District treats water for salinity as there is too much in the water; \$33-million reverse osmosis plant to process water, solar treating devices, solar distillers (Peterson: separates selenium and salt); Mendota Pool put salmon back in San Joaquin Feather River by Oroville; tremendous trip; enjoyed Edmonston Plant; Director Peterson has an encyclopedia of water knowledge.

(2) Director Steinhardt reported he had hosted the November 2nd quarterly potable tour, and stated people are trying to get water agency jobs.

B Director's Reports on Outside Meetings

Director Polan reported on his attendance at the October 30th State of the City - Agoura Hills meeting he attended during which he met Tim Pershing and Melanie Abe.

C General Manager Reports

- (1) General Business
- (2) Follow-Up Items

(1) General Manager Pedersen provided an update on general business of the District including: Triunfo Sanitation District (TSD) re-initiated discussions on participating in a recycled water storage project, an estimate of expenditures to date was provided to District Manager, Mark Norris with total costs to date of \$200,000, TSD's share is approximately 29.4% or \$60,000, if they chose to participate then he would recommend time for TSD to budget the funds; WaterReuse Specialty Conference of October 16-17 discussed direct potable reuse, 2016 prospects look good; expense reimbursements report; suggestion box at Rancho Las Virgenes Composting Facility (Peterson: make sure it's marked as a Joint Powers Authority (JPA) facility), upstairs-headquarters, downstairs-headquarters for feedback (Renger: is feedback on-line (Pedersen: yes, and feedback is also on individual web pages with copies of feedback to the Board); and upcoming meetings (AWA Bus Trip on November 14th (Polan); AWA WaterWise Breakfast on November 21st; November 26th board meeting; District offices are closed on November 28th and 29th; JPA board meeting December 2nd; ACWA Conference December 3rd-6th).

Polan inquired as to whether the December 24th board meeting would be held (Conklin: December 10th agenda will have an item to discuss cancellation of the meeting).

Additionally, General Manager Pedersen stated Hidden Valley working with Calleguas on supplying water, their wells are dry, water trucks are being used and not from authorized sources (Peterson: are they paying for water (Pedersen: one meter yes as it was a construction meter, the other meter no). Peterson and Polan: this is theft (Pedersen: a cease and desist order will be issued); Polan: is water for landscaping or drinking (Pedersen: unsure of use, but one of the sites grows avocados).

General Manager Pedersen stated recycled water use needs to be looked at; Calleguas has tried to remedy the situation in the past, but homeowners did not follow through); Polan: where do we go with this (Pedersen: we should issue cease and desist order, and talk to Calleguas about a solution); Peterson: do we know what water was being used for on construction meter (Pedersen: no); Caspary: it would be nice if Hidden Valley let us put recycled water into their aquifer, and partner with Calleguas (Renger: problem with recycled water aquifer (Pedersen: there is a permitting process); Pedersen commented in the cease and desist, put a statement in the order for reconvening of meeting to resolve water service issues (Peterson: Hidden Valley concerned about water, if available then growth to area).

D Director's Comments

Director Polan: does Board have a position on Drinking Water Program move to State Water Resources Control Board (Caspary: Las Virgenes took an oppose position; Pedersen: Governor appears to be doing a reorganization and it looks like the move will happen, Kathy Cole will discuss on December 10th and there is also an agenda item scheduled for November 26th to discuss as the move may benefit recycled water, but not potable); is it appropriate to discuss with State Assemblymembers (Peterson: met with Senator Fran Pavley, State is an advocate of move, MWD is against); illegal rock dam at Triunfo Creek, wants a copy of minimum flow (Pedersen: will provide a copy; Peterson: water rights issue); concerned about carbon in air, reduce carbon footprint of the District; fuel cell cars; improvements at treatment plant (Pedersen: closed session item).

Director Renger: 18-wheeler was backing into dog park (Lippman: truck was for solar project).

14. FUTURE AGENDA ITEMS

Director Steinhardt requested an item be placed on the agenda as an action item, not an information only item to discuss bond financing for the 5-million-gallon tank. ITEM 5A

Board President Caspary: Board can approve bonds.

A vote was taken to determine whether to add bond financing to an upcoming agenda as an action item.

On a motion by Director Barry Steinhardt, seconded by Director Leonard Polan, the Board of Directors voted 2-3 to Approve placing a future action item on an agenda to discuss bond financing for the 5-million-gallon tank.

AYES: Director(s) Polan , Steinhardt

NOES: Director(s) Caspary , Peterson , Renger

15. PUBLIC COMMENTS

No speaker cards were received from the public.

16. CLOSED SESSION

District Counsel Lemieux reported there was no need to hold Closed Session.

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

1. Las Virgenes - Triunfo Joint Powers Authority v. United States Environmental Protection Agency
2. Heal the Bay, Inc. v. Lisa P. Jackson

17. OPEN SESSION AND ADJOURNMENT

The Chair declared the meeting adjourned at 8:35 p.m.

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

ATTEST:

BARRY STEINHARDT, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: LEONARD POLAN, TREASURER

Payments for Board Meeting of : December 10, 2013

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

Wells Fargo Bank A/C No. 4806-994448

Checks Nos. 64355 through 64440 were issued in the total amount of

\$ 297,299.92

Payments through wire transfers as follows:

11/27/2013 Metropolitan Water Dist. Payments for water deliveries in the month of September 2013

1,897,482.62

Total payments

\$ 2,194,782.54

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

**CHECK LISTING FOR BOARD MEETING
12/10/13**

Company Name	Company No.	Check No.	Check No.	Check No.	Total
		64355 thru 64395 11/26/13	64396 thru 64415 12/03/13	64416 thru 64440 12/10/13	
		Amount	Amount	Amount	
Potable Water Operations	101	2,785.71	4,089.35	2,755.28	9,630.34
Sanitation Operations	130		215.35		215.35
Potable Water Replacement	301	12,157.92	5,574.90	31,341.63	49,074.45
Sanitation Replacement	330		10,241.64		10,241.64
Internal Service	701	38,929.06	57,906.15	9,829.00	106,664.21
Joint Venture Operations	751	27,960.98	3,994.01	11,886.53	43,841.52
Joint Venture Construction	752				0.00
Joint Venture Replacement	754	10,705.80	24,781.48	42,145.13	77,632.41
Total Printed		92,539.47	106,802.88	97,957.57	297,299.92

Voided Checks/payment stopped:

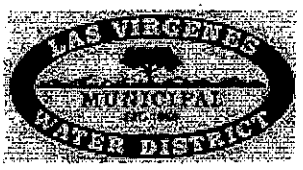
None				
Total Voids		0.00	0.00	0.00
Net Total		92,539.47	106,802.88	297,299.92



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

September 2013	Page No. 1 of 1
Mailed: 10/10/2013	Due Date: 11/27/2013
Invoice Number: 7811	Revision: 0

NOTICE

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

DELIVERIES	Volume (AF)
Total Water Treated Delivered	2,128.8

SALES	Type	Volume (AF)	Rate (\$ /AF)	Total (\$)
Full Service	Tier 1 Supply Rate	2,128.0	\$140.00	\$297,920.00
	System Access Rate	2,128.0	\$223.00	\$474,544.00
	Water Stewardship Rate	2,128.0	\$41.00	\$87,248.00
	System Power Rate	2,128.0	\$189.00	\$402,192.00
	Treatment Surcharge	2,128.0	\$254.00	\$540,512.00
SUBTOTAL				\$1,802,416.00

OTHER CHARGES AND CREDITS	Rate (\$ /AF)
Readiness To Serve Charge(Payment Schedule: M)	\$110,615.42
Capacity Charge(Payment Schedule: M)	\$23,413.33
Miscellaneous Debit/Credit (See Detail)	(\$38,962.13)
SUBTOTAL	\$95,066.62

ADDITIONAL INFORMATION	Volume (AF)	Tier1 %	Peak Day	Flow (CFS)
Purchase Order Commitment (Jan 2003 to Dec 2014)	164,524.0			
Purchase Order Firm Delivery To Date (Jan 2003 to Dec 2014)	244,309.2			
Tier 1 Annual Limit (For Current Calendar Year)	20,699.0			
Tier 1 YTD Deliveries (For Current Calendar Year)	18,352.2	88.7		
Tier 1 Current Month Deliveries	2,128.0			
Capacity Charge			8/27/2010	43.9

INVOICE TOTAL

Volume AF
2,128.0

Amount Now Due
\$1,897,482.62

Note: Amount Due is based on highlighted fields

Approved for Payment

 David W. Pedersen, P.E. 10/14/13

Approved for Payment

 David R. Lippman 10/10/13

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key ltm	Co	Amount	Invoice Number
64355	11/26/13	2317	ACORN NEWSPAPER	JPA-PRETREAT STANDARDS	PV	129052	001	00701	18.00	M-0441/10-13-272
				Payment Amount					18.00	
64356	11/26/13	19077	AGOURA LUBE & SMOG	CATALICTIC CONV & SRV VEH#807	PV	129100	001	00701	1,295.83	10913
				Payment Amount					1,295.83	
64357	11/26/13	17389	ANIMAL & INSECT PEST MANAGEMENT, INC	10/13 PEST CNTRL	PV	129076	001	00701	54.60	71709
				Payment Amount					54.60	
				10/13 PEST CNTRL	PV	129076	003	00701	29.40	71709
				10/13 PEST CNTRL	PV	129077	001	00701	110.25	71710
				10/13 PEST CNTRL	PV	129078	001	00701	110.25	71714
				10/13 PEST CNTRL	PV	129079	001	00701	54.00	71712
				10/13 PEST CNTRL	PV	129080	001	00701	80.00	71713
				10/13 PEST CNTRL	PV	129081	001	00701	54.00	71711
				10/13 PEST CNTRL	PV	129082	001	00701	60.00	71774
				Payment Amount					552.50	
64358	11/26/13	18160	ARC IMAGING RESOURCES	INKJET CARTRIDGE HP 72 GRAY	PV	129056	001	00701	78.96	774214
				Payment Amount					78.96	
				FREIGHT	PV	129056	002	00701	1.93	774214
				Payment Amount					80.89	
64359	11/26/13	2869	AT&T	SRV 11/14-12/13/1 3	PV	129102	001	00701	46.91	4639/111413
				SRV 11/14-12/13/1 3	PV	129103	001	00751	46.91	4860/111413
				Payment Amount					93.82	
64360	11/26/13	18654	AT&T TELECONFERENCE SERVICES	IRWMP CNF CALL 10/15/13	PV	129013	001	00101	87.55	49329297/NOV1
				Payment Amount					87.55	

ITEM 5B

Batch Number - 227508

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key		Amount	Invoice Number
							Item	Co		
64361	11/26/13	2407	ATLAS TOWING	Payment Amount TOW VEH#807 ON 11/11/13	PV	129101	001	00701	105.00	47885
64362	11/26/13	7965	B&B PALLET CO.	Payment Amount 55YD WOOD CHIPS	PV	129083	001	00701	638.00	110442
				55YD WOOD CHIPS	PV	129084	001	00701	638.00	110443
				55YD WOOD CHIPS	PV	129085	001	00701	638.00	110440
				55YD WOOD CHIPS	PV	129086	001	00701	638.00	110441
64363	11/26/13	3455	CALIFORNIA HIGHWAY PATROL	Payment Amount RPT#2013 110206.OFC ID20093	PV	129110	001	00101	10.00	RPT#2013 110206
64364	11/26/13	18860	CHEMTREAT, INC.	Payment Amount 11/13 CLOSED HOT/CHILLED WTR	PV	129058	001	00701	535.92	1664662
64365	11/26/13	19081	CINTAS FIRE PROTECTION	Payment Amount FIRE ALARM INSPECTION	PV	129123	001	00701	814.00	022D002338
				FIRE ALARM INSPECTION	PV	129123	003	00701	666.00	022D002338
64366	11/26/13	7257	DIRECTV, INC.	Payment Amount 11/13/13-11/1 2/14 HQ ANN'L FEE	PV	129049	001	00701	551.88	21769244116
64367	11/26/13	2654	FAMCON PIPE	Payment Amount HYDRANT GATE VALVE, 2-1/2"	PV	129095	001	00701	921.05	153718
64368	11/26/13	18815	FASTENAL COMPANY	Payment Amount RESTOCK BOLT BINS	PV	129075	001	00701	623.45	CACHA15146
				RESTOCK BOLT BINS	PV	129075	003	00701	48.31	CACHA15146

All Payee 18835 FASTENAL COMPANY
P. O. BOX 1286
WINONA MN 55987-1286

Batch Number - 227508

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
64369	11/26/13	2658	FEDERAL EXPRESS CORP	(1)PACKAGE DEL 10/31/13	PV	129051	001	00701		30.94	2-459-19457
				Payment Amount						671.76	
64370	11/26/13	16929	GENERAL CODE, LLC	1/11/14-1/10/15 NOVUS SWARE	PV	129050	001	00701		3,800.00	C0012789
				Payment Amount						30.94	
64371	11/26/13	18679	GSE CONSTRUCTION, INC.	PRG PMT#13(FINAL) -P/E11/12/13	PV	129097	001	00701		10,478.75	10457-#13
				Payment Amount						3,800.00	
64372	11/26/13	2736	IRON MOUNTAIN RECORDS MANAGEMENT	10% RETENTION ON PMT#13	PD	129098	001	00754		1,047.88-	10457-RTN#13
				Payment Amount						9,430.87	
64373	11/26/13	3083	JCI JONES CHEMICALS, INC	11/13 RECORDS STORAGE	PV	129057	001	00701		1,208.01	HWR4331
				Payment Amount						1,208.01	
64374	11/26/13		JCI JONES CHEMICALS, INC	SODIUM HYPOCHLORITE-5028GAL	PV	129087	001	00701		2,926.15	600957
				Payment Amount						1,208.01	
				SODIUM HYPOCHLORITE-5036GAL	PV	129088	001	00701		2,930.80	601363
				Payment Amount						2,926.15	
				SODIUM HYPOCHLORITE-5016GAL	PV	129089	001	00701		2,919.16	601486
				Payment Amount						2,930.80	
				SODIUM BISULFITE-417 1GAL	PV	129090	001	00701		5,672.56	601077
				Payment Amount						5,672.56	
			JCI JONES CHEMICALS, INC	P.O. BOX 636877							
			CINCINNATI OH 45263-6877								
				Payment Amount						14,448.67	
64374	11/26/13	6777	CAL-COAST MACHINERY	STARTER MOTOR	PV	129060	001	00751		442.56	138837
				Payment Amount						442.56	
			JOHN DEERE FINANCIAL	PO BOX 4450							
			CAROL STREAM IL 60197-4450								
				Payment Amount						442.56	

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
64375	11/26/13	5230	KENNEDY/JENKS CONSULTANTS	P/E 10/25/13 DESIGN WTR LINE	PV	129091	001 00701	3,564.60	77249
64376	11/26/13	17447	KONECRANES INC.	P/E 10/25/13-CLBS PIPELINE Payment Amount CRANE SERVICE	PV	129092	001 00701	8,213.40	77260
64377	11/26/13	2611	LA DWP	CRANE SERVICE Payment Amount RECTIFIER 10/15-11/15/13	PV	129124	003 00701	1,013.00	SFS00845097
64378	11/26/13	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount CLBS TO LV2 9/30-10/30/13	PV	129016	001 00301	1,013.00	SFS00845097
				36.42		129059	001 00101	36.42	503-850/11151
									3
				Payment Amount 36.42		129017	001 00754	379.92	77277/103013
				3RD DIGESTER@RLV 9/30-10/30	PV	129017	001 00754	195.27	76777/103013
				HQ RECL 8/28-11/01/13	PV	129018	001 00701	577.83	2652/110113
				RWPS 8/28-10/29/13	PV	129019	001 00701	98.25	2645/102913
				HQ RECL 8/28-10/29/13	PV	129020	001 00701	124.28	2646/102913
				FIRE PROCTN 9/9-11/7/13	PV	129021	001 00701	15.00	2650/110713
				FIRE PROCTN 9/9-11/7/13	PV	129022	001 00701	15.00	2654/110713
				BLDG7-09/09-1 1/07/13	PV	129023	001 00701	834.44	2656/110713
				HQ BLDG#1-9/09-1 1/07/13	PV	129024	001 00101	414.80	2620/110713
				HQ BLDG#8-09/09-1 11/07/13	PV	129025	001 00701	442.52	2647/110713
				BLDG	PV	129026	001 00701	116.42	2655/102913

Batch Number - 227508

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
7/RW-8/28-10/										
	29/13									
				BLDG2-09/09-1	PV	129027	001	00701	668.51	2658/110713
				1/07/13						
				RLV PLNT	PV	129029	001	00751	791.85	2090/110713
				09/09-11/07/1						
				3						
				TEMP 3RD	PV	129030	001	00754	31.78	7682/103013
				DIGESTER						
				09/30-10/30						
				TAPIA PLNT	PV	129047	001	00751	646.14	1760/110713
				09/09-11/07/1						
				3						
				Payment Amount					5,352.01	
64379	11/26/13	3483	DAVID LIPPMAN	REIMB CELL	PV	129063	001	00701	69.73	7898/110713
				PHONE B/P						
				10/4-11/3						
				Payment Amount					69.73	
64380	11/26/13	18872	MAC CHEVRON	REG.GAS CHRGS	PV	129033	001	00701	5,448.45	3000020
				11/01-11/15/1						
				3						
				Payment Amount					5,448.45	
64381	11/26/13	18879	MALIBU CANYON SHELL	DIESEL GAS	PV	129032	001	00701	514.90	1000019
				CHRG						
				11/01-11/15						
				Payment Amount					514.90	
64382	11/26/13	19027	NOBLE IRON	AER PLATFORM	PV	129070	001	00751	1,028.06	32855
				26'DF W/WGEN						
				Payment Amount					1,028.06	
64383	11/26/13	15469	OLYMPIC PAINTING CO.	EXTERIOR	PV	129069	001	00101	950.00	9933
				PAINTING						
				PIPES@WLK						
				Payment Amount					950.00	
64384	11/26/13	17860	SHERRI PANIAGUA	REIMB:CALPERS	PV	129111	001	00701	165.25	102313
				EDU						
				10/21-10/23						
				Payment Amount					165.25	
64385	11/26/13	12206	PETRO-DIAMOND INCORPORATED	CARB ULS	PV	129121	001	00701	10,707.54	13-30047
				DIESEL-3201GA						
				L						
				CARB ULS	PV	129122	001	00701	6,312.17	13-30048

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm Co	Amount	Invoice Number
				9/5/13-11/7/1					
3			REPL PETTY CASH	PV	129064	010 00701	25.00	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	011 00701	25.00	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	012 00701	13.22	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	013 00701	10.00	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	014 00701	14.98	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	015 00701	36.55	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	016 00701	40.00	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	017 00701	15.00	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	018 00701	26.48	110713	
			9/5/13-11/7/1						
3			REPL PETTY CASH	PV	129064	019 00701	13.23	110713	
			9/5/13-11/7/1						

Batch Number - 227508

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
64387	11/26/13	2585	PURETEC	Payment Amount	PV	129053	001	00701		469.24	1273235
				11/13-8" D.I.						22.06	
				RNTL							
				11/13-14"	PV	129054	001	00701		94.29	1273019
				D.I. RNTL							
64388	11/26/13	3566	CARLOS REYES	Payment Amount	PV	129061	001	00701		116.35	0694-101713
				REIMB CELL						417.42	
				PHONE							
				B/PS/18-10/17							
				REIMB:WTRUSE	PV	129062	001	00701		308.19	110813
				DPR CNF							
				11/7-11/8							
64389	11/26/13	18733	SCOTT VALLEY BANK	Payment Amount	PV	129099	001	00754		725.61	10457/RTN#13
				RETENTION#13						1,047.88	
				FINALGSE							
				CONST							
64390	11/26/13	2948	SMITH PIPE & SUPPLY	Payment Amount	PV	129011	001	00701		1,047.88	2612698
				HUNTER SHRUB						6.87	
				ADAPTER							
				MISC REPR	PV	129012	001	00101		15.57	2614323
				PARTS@EQUESTR							
				IAN TNK							
64391	11/26/13	18056	BARRY STEINHARDT	Payment Amount	PV	129126	001	00701		22.44	081413
				REIMB						37.86	
				MLG:ACWA							
				SUMMIT							
				8/14/13							
				REIMB: S G V	PV	129127	001	00701		129.10	100313
				WTR FORUM							
				10/3/13							
				REIMB MLG:LA	PV	129128	001	00701		67.24	101713
				WTR							
				SUMIT10/16;17							
				REIMB	PV	129129	001	00701		39.53	080813
				EXP:S:CA WTR							
				WKSHP 8/8							
64392	11/26/13	9505	TIRE MAN AGOURA	Payment Amount	PV	129067	001	00701		273.73	2028805
				6 NEW TIRES						1,494.52	
				FOR VEH#825							
				Payment Amount						1,494.52	

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
64393	11/26/13	18271	USA MOBILITY WIRELESS, INC	SRV 11/09-12/10/1	PV	129048	001	00701	65.78	W0143084K
				3						
				SRV 11/09-12/10/1	PV	129048	002	00701	69.74	W0143084K
				3						
				SRV 11/09-12/10/1	PV	129048	003	00701	40.70	W0143084K
				3						
				SRV 11/09-12/10/1	PV	129048	004	00701	40.70	W0143084K
				3						
				Payment Amount					216.92	
64394	11/26/13	3037	WAITE BROS. PLUMBING	PLUMBING REPAIR@BLDG#2	PV	129071	001	00701	195.00	37444
				PLUMBING REPAIR@TAPIA	PV	129072	001	00751	440.00	37445
				SHOP						
				Payment Amount					635.00	
64395	11/26/13	18914	WECK LABORATORIES, INC.	LAB SRV-INVESTIGATION@RLV	PV	129034	001	00701	150.00	W3J1630-LV
				LAB SRV@TAPIA	PV	129040	001	00701	650.00	W3K0467-LV
				LAB SRV@MALIBU CREEK	PV	129041	001	00701	2,133.00	W3K0062-LV
				LAB SRV@TAPIA	PV	129043	001	00701	299.00	W3K0063-LV
				LAB SRV@TAPIA	PV	129044	001	00701	789.00	W3K0067-LV
				LAB SRV@MALIBU CREEK	PV	129045	001	00701	711.00	W3K0465-LV
				LAB SRV@TAPIA	PV	129046	001	00701	100.00	W3K0725-LV
				Payment Amount					4,832.00	
				Total Amount of Payments Written					92,539.47	
				Total Number of Payments Written					41	

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
64396	12/03/13	19070	ADDISON FOREST PRODUCTS, LLC	80YD AMMENDMENT	PV	129108	001 00701	001 00701	880.00	1016
64397	12/03/13	9430	AQUAMETRICS SALES CO.	80YD AMMENDMENT Payment Amount MISC INVENTORY ITEMS	PV	129112	001 00701	1,760.00 001 00701	1,516.84	0049780-IN
64398	12/03/13	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	Payment Amount FBVC BUS TOUR-L. POLAN	PV	129104	001 00701	1,516.84	25.00	05-7206
64399	12/03/13	2869	AT&T	Payment Amount SRV	PV	129150	001 00101	25.00	46.90	2150/112013
64400	12/03/13	2425	BANK OF AMERICA	Payment Amount VISA CHRG ADM OPNS-OCT'13 VISA CHRG ADM OPNS-OCT'13 VISA CHRG-FIN ADM#2-OCT'13 VISA CHRG-C.CASPAR Y-10/13 VISA CHRG-K.CONKLI N-OCT'13 VISA CHRG ADM&FIN-OCT'1	PV	129130	001 00701	46.90	121.02	2738/110713
					PV	129130	002 00701		310.80	2738/110713
					PV	129131	001 00701		1,477.04	8185/110713
					PV	129132	001 00701		695.00	8392/110713
					PV	129133	001 00701		66.72	0921/110713
					PV	129134	001 00701		422.47	1471/110713
					PV	129134	002 00701		675.00	1471/110713
					PV	129134	003 00701		987.57	1471/110713
					PV	129134	004 00701		700.49	1471/110713

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itm Co	Amount	Invoice Number
				ADM&FIN-OCT'1					
3				VISA CHRG	PV	129134	005 00701	22.50	1471/110713
				ADM&FIN-OCT'1					
3				VISA CHRG	PV	129134	006 00701	16.25	1471/110713
				ADM&FIN-OCT'1					
3				VISA CHRG	PV	129134	007 00701	110.00	1471/110713
				ADM&FIN-OCT'1					
3				VISA CHRG	PV	129134	008 00701	435.29	1471/110713
				ADM&FIN-OCT'1					
3				VISA CHRG-RES	PV	129135	001 00701	1,323.55	0073/110713
				CONS#1-OCT'13					
				VISA	PV	129136	001 00751	222.63	1302/110713
				CHRG-DEPT					
				MAINT-OCT'13					
				VISA	PV	129136	002 00751	120.71	1302/110713
				CHRG-DEPT					
				MAINT-OCT'13					
				VISA	PV	129136	003 00751	99.59	1302/110713
				CHRG-DEPT					
				MAINT-OCT'13					
				VISA	PV	129136	004 00751	148.24	1302/110713
				CHRG-DEPT					
				MAINT-OCT'13					
				VISA	PV	129136	005 00751	296.86	1302/110713
				CHRG-DEPT					
				MAINT-OCT'13					
				VISA	PV	129137	001 00701	1,007.95	8243/110713
				CHRG-D.LIPPMA					
				N-OCT'13					
				VISA	PV	129138	001 00701	135.46	8418/110713
				CHRG-DEPT					
				MAINT-OCT'13					
				VISA	PV	129138	002 00701	815.52	8418/110713
				CHRG-DEPT					
				MAINT-OCT'13					
				VISA	PV	129138	003 00701	37.70	8418/110713

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				CHRG-DEPT							
				MAINT-OCT'13							
				VISA	PV	129138	004	00701		250.00	8418/110713
				CHRG-DEPT							
				MAINT-OCT'13							
				VISA	PV	129138	005	00701		39.41	8418/110713
				CHRG-DEPT							
				MAINT-OCT'13							
				VISA	PV	129140	001	00701		396.06	9981/110713
				CHRG-D.PEDERS							
				EN-OCT'13							
				VISA	PV	129141	001	00701		241.80	6228/110713
				CHRG-TAPIA							
				WWTP-OCT'13							
				VISA CHRG-L	PV	129142	001	00701		740.00	7961/110713
				POLAN-OCT'13							
				VISA	PV	129143	001	00701		510.00	6305/110713
				CHRG-L.RENGER							
				-OCT'13							
				VISA CHRG-B	PV	129144	001	00701		304.48	0711/110713
				STEINHARDT-OC							
				T'13							
				VISA CHRG-RES	PV	129145	001	00701		26.23	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	002	00701		306.04	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	003	00701		20.00	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	004	00701		236.72	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	005	00701		425.03	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	006	00701		11.99	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	007	00701		79.93	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	008	00701		103.68	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	009	00701		495.55	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	010	00701		20.60	9854/110713

Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Ty	Document Number	Key	Key	Key	Amount	Invoice Number
Number	Date	Number				Number	ltm	Co			Number
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	011	00701		306.31	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	012	00701		350.00	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	013	00701		285.18	9854/110713
				CONS-OCT'13							
				VISA CHRG-RES	PV	129145	014	00701		38.10	9854/110713
				CONS-OCT'13							
				VISA CHRG-WTR	PV	129146	001	00101		132.95	8136/110713
				DIST#1-OCT'13							
				VISA	PV	129147	001	00701		489.28	7026/110713
				CHRG-G.PETERS							
				ON-OCT'13							
				VISA CHRG-WLK	PV	129148	001	00101		226.69	7493/110713
				WTP1-OCT'13							
				VISA CHRG-WLK	PV	129148	002	00101		405.81	7493/110713
				WTP1-OCT'13							
				VISA CHRG-WLK	PV	129148	003	00101		132.80	7493/110713
				WTP1-OCT'13							
				VISA CHRG-WLK	PV	129148	004	00101		490.32	7493/110713
				WTP1-OCT'13							
				VISA CHRG-WLK	PV	129148	005	00101		90.11	7493/110713
				WTP1-OCT'13							
				VISA CHRG-WLK	PV	129148	006	00101		306.16	7493/110713
				WTP1-OCT'13							
				VISA CHRG-WTR	PV	129149	001	00101		375.89	8102/110713
				DIST#2-OCT'13							
				VISA CHRG-WTR	PV	129149	002	00101		435.00	8102/110713
				DIST#2-OCT'13							
				VISA CHRG-WTR	PV	129149	003	00101		129.78	8102/110713
				DIST#2-OCT'13							
				VISA CHRG-WTR	PV	129149	004	00101		155.97	8102/110713
				DIST#2-OCT'13							
				VISA CHRG-WTR	PV	129149	005	00101		225.94	8102/110713
				DIST#2-OCT'13							
				Payment Amount					19,032.17		
				12" CR SEAT	PV	129106	001	00701		659.45	RPI/59016956
				12" 316 SS HD	PV	129107	001	00701		9,582.19	RPI/59017161
				KNIFE GATE							

ITEM 5B

64401 12/03/13

13542 DeZURIK, C/O
CS-AMSCO

Batch Number - 227621

Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document		Key	Amount	Invoice Number
						Number	Ln			
64402	12/03/13	8213	DATA MATIC, LTD.	Payment Amount 12/13 METER READING MAINT	PV	129159	001	00701	10,241.64 558.72	CA-0000025010
64403	12/03/13	2638	ENVIRONMENTAL RESOURCE ASSOC	Payment Amount ECOLIWS 207	PV	129157	001	00701	558.72 296.98	704017
64404	12/03/13	2654	FAMCON PIPE	Payment Amount MISC INVENTORY ITEMS FLANGE-COMPAN ION, 4" X 2-1/2"	PV	129117	001	00701	296.98 15,631.65 274.68	154179 154263
64405	12/03/13	18646	HDR ENGINEERING, INC.	Payment Amount 9/29-11/2/13-CLBS TNK REHAB	PV	129158	001	00701	33,989.43 5,574.90	00118225-B
64406	12/03/13	2727	IDEXX LABORATORIES	Payment Amount COLILERT BOTTLES FREIGHT	PV	129105	001	00701	5,574.90 758.64 92.03	273131854 273131854
64407	12/03/13	5230	Alt Payee 6447 IDEXX LABORATORIES P. O. BOX 101327 ATLANTA GA 30392-1327	Payment Amount P/E 10/25/13 CONST 3RD DIGESTER	PV	129156	001	00701	850.67 24,781.48	77348
64408	12/03/13	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount RLV FARM 9/9-11/17/13	PV	129153	001	00751	24,781.48 117.60	2080/110713
				L/S#1 SRV 9/11-11/12/13	PV	129154	001	00130	48.31	1775/111213
				L/S#1 SRV	PV	129155	001	00130	46.33	0570/111213

Batch Number - 227621

Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . .		Key	Amount	Invoice Number
						Number	Co			
64409	12/03/13	17295	MAILFINANCE	9/11-11/12/13 Payment Amount 12/23-1/22/14 PSTG LEASE PMT	PV	129167	001 00701	212.24 411.41	H4341604	
64410	12/03/13	2814	MCMMASTER-CARR SUPPLY CO	Payment Amount THICK WALL 316/316L SS FREIGHT	PV	129163	001 00701	411.41 78.96	65094597	
			All Payee 3197 MC MASTER-CARR P. O. BOX 7690 CHICAGO IL 60680-7690		PV	129163	003 00701	5.25	65094597	
64411	12/03/13	2958	SOUTHERN CALIFORNIA GAS CO	Payment Amount CORRECTED CHRG 6/6-10/4/13 CONDUIT P/S-10/18-11/ 19/13 HQ/OPS 10/4-11/01/13	PV	129151	001 00701	84.21 4,640.04	3600/10413	
64412	12/03/13	19038	VALVE AUTOMATION & CONTROLS	Payment Amount MECHANICAL SEAL	PV	129216	001 00701	5,866.91 1,225.16	1464880	
64413	12/03/13	3035	VWR SCIENTIFIC	FREIGHT Payment Amount PHOSPHATE BUFFER 99ML	PV	129165	001 00701	11.09 1,236.25	1464884	
			All Payee 3216 VWR INTERNATIONAL, INC P. O. BOX 640169 PITTSBURGH PA 15264-0169		PV	129161	001 00701	86.72	8055867865	
64414	12/03/13	8510	WORK BOOT WAREHOUSE	Payment Amount SAFETYSHOES-M EREDITH, JON	PV	129160	001 00701	86.72 195.11	81998	
64415	12/03/13	3067	XEROX CORPORATION	Payment Amount WCP123-RLV/MT R USG 6/30-9/23	PV	129166	001 00701	195.11 35.30	071135597	
			All Payee	Payment Amount				35.30		

ITEM 51

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Number	Key	Co	Amount	Invoice Number
Total Amount of Payments Written									106,802.88	
Total Number of Payments Written									20	

Batch Number - 227625
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Ltrn	Key Co	Amount	Invoice Number
64416	12/10/13	19077	AGOURA LUBE & SMOG	SMOG TEST	PV	129207	001	00701	70.00	5647
				VEH#147						
				SMOG TEST	PV	129208	001	00701	60.00	5650
				VEH#825						
				SMOG TEST	PV	129209	001	00701	60.00	5651
				VEH#861						
				SMOG TEST	PV	129210	001	00701	55.00	5652
				VEH#811						
				SMOG TEST	PV	129211	001	00701	60.00	5660
				VEH#850						
				SMOG TEST	PV	129212	001	00701	60.00	5664
				VEH#878						
				SMOG TEST	PV	129213	001	00701	60.00	5674
				VEH#800						
				SMOG TEST	PV	129214	001	00701	60.00	5673
				VEH#807						
				SMOG TEST	PV	129215	001	00701	60.00	5663
				VEH#831						
64417	12/10/13	3077	AIRGAS USA, LLC	Payment Amount	PV	129193	001	00701	626.46	9913605092
				10/13						
				CYLINDER RNTL						
			Alt Payee							
			6658 AIRGAS USA, LLC							
			P. O. BOX 7423							
			PASADENA CA 91109-7423							
64418	12/10/13	18160	ARC IMAGING RESOURCES	Payment Amount	PV	129192	001	00701	238.80	775045
				(3) INK						
				CARTRIDGES						
64419	12/10/13	19085	ROSANN BELLESI	Payment Amount	PV	129175	001	00101	183.67	1130370
				REFD BAL						
				CLOSED A/C						
64420	12/10/13	17080	CROP PRODUCTION SERVICES, INC.	Payment Amount	PV	129195	001	00701	2,394.73	396534
				TEKAPO						
				ORCHARDGRASS						
			Alt Payee							
			17081 CROP PRODUCTION SERVICES, INC.							
			1015 E. WOOLEY RD.							
			OXNARD CA 93030							
64421	12/10/13	6966	CS-AMSCO	Payment Amount	PV	129181	001	00701	5,941.59	8465
				MISC TAPIA						

ITEM 5B

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
64422	12/10/13	3382	CSMFO	MAINT	PV	129181	016	00701		159.00	8465
				SUPPLIES							
				MISC TAPIA							
				MAINT							
				SUPPLIES							
				Payment Amount							
				2014 CSMFO	PV	129169	001	00701		350.00	CONF2014
				CNF							
				REG2/18-2/21/14							
				Payment Amount							
				8/3/13 WTRWTR	PV	129190	001	00751		341.09	8083782
				QTRLY TOUR							
				TRNSP							
				Payment Amount							
				(1)PACKAGE	PV	129191	001	00701		64.66	2-474-13135
				DEL 11/14/13							
				Payment Amount							
				REFD BAL ON	PV	129172	001	00101		204.36	630576
				OPEN A/C							
				Payment Amount							
				HOSE REEL	PV	129178	001	00701		530.92	9294825741
				1/6 HP MOTOR	PV	129179	001	00701		255.80	9285880739
				Alt Payee							
				5453 GRAINGER, INC.							
				DEPT 805178142							
				PALATINE IL 60038-0001							
				Payment Amount							
				REFD BAL	PV	129173	001	00101		786.72	1080816
				CLOSED A/C							
				Payment Amount							
				REFD BAL	PV	129174	001	00101		22.29	2170272
				CLOSED A/C							
				Payment Amount							
				SODIUM	PV	129180	001	00701		311.57	602029
				HYPOCHLORITE-							
				4863GAL							
				Alt Payee							
				13647 JCI JONES CHEMICALS, INC							
				P.O. BOX 636877							
				CINCINNATI OH 45263-6877							

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
64430	12/10/13	5230	KENNEDY/JENKS CONSULTANTS	Payment Amount	PV	129194		001	00701	2,830.12	77244
				PWMSTR						31,266.63	
				PLN-LV;JPA;JP							
				A							
				PWMSTR	PV	129194		002	00701	42,145.13	77244
				PLN-LV;JPA;JP							
				A							
				Payment Amount						73,411.76	
64431	12/10/13	3514	LOS ANGELES COUNTY, REGISTRAR-REC ORDER	FILING	PV	129170		001	00301	75.00	10508/NOE
				FEE-CLBS TNK RENOVATION							
				Payment Amount						75.00	
64432	12/10/13	18808	MALIBU HIGHLANDS MAINTENANCE CORP	REFD DEPOSIT ON CLOSED A/C	PV	129176		001	00101	1,082.37	9997902
				Payment Amount						75.00	
64433	12/10/13	2302	OFFICE DEPOT	MISC TONER CARTRIDGES	PV	129196		001	00701	1,381.53	681600751001
				TONER, INK & MISC OFFICE SUPPL	PV	129197		001	00701	639.02	683408883001
				RED PENS HQ MAILROOM	PV	129198		001	00701	1.68	683408884001
				CATALOG ENVELOPES SP & RCPO	PV	129199		001	00701	69.74	683408882001
				PADDED MAILER KC	PV	129200		001	00701	19.61	683408281001
				CARTRIDGE-TONER FOR HP4015	PV	129201		001	00701	452.04	682122705001
				COFFEE SUPPLIES	PV	129202		001	00701	157.64	683786155001
				COFFEE SUPPLIES	PV	129203		001	00701	15.30	683786243001
				COFFEE SUPPLIES	PV	129203		002	00701	12.99	683786243001
				MISC OFFICE SUPPLIES@HQ	PV	129204		001	00701	742.54	682136722001
				REST	PV	129205		001	00701	8.67	682136897001

Batch Number - 227625

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
				WRIST,GEL					
			BK-J.DOU GAL						
			FOOTREST,						
			ADJ-J.DOU GAL						
64434	12/10/13	19042	SDG RUSSELL RANCH ASSOCIATES LLC	Payment Amount	PV	129206	001 00701	41.41	682136896001
				EASEMENT					
				PARCEL7-30780					
				RUSSEL					
				Payment Amount					
				MISC STORAGE					
64435	12/10/13	10182	SHAMROCK SUPPLY CO.	Payment Amount	PV	129182	001 00701	403.85	1798100
				ITEMS					
				Payment Amount					
				BUSHING-EXTEN					
				DED, 2" X 1"					
				COPP					
				Payment Amount					
				PRINTING OF					
				THE 2012-13					
				CAFR					
				Payment Amount					
				AD:COMMUNITY					
				COMPOST					
				11/21/13					
				Payment Amount					
				VEHICLE					
				MAINT#823					
				VEHICLE					
				MAINT#804					
				VEHICLE					
				MAINT#891					
				VEHICLE					
				MAINT#893					
				Payment Amount					
				2014					
				MEMBERSHIP-D.					
				PEDERSEN					
				Payment Amount					
				Total Amount of Payments Written					
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December 2, 2013

To: Payroll

From: David Pedersen, General Manager 

Subject: Per Diem Request
November 2013

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

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

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

Name	Meeting Attendance	Rate	Total
Charles Caspary	5	200.00	1,000.00
Glen Peterson* LVMWD – 7 MWD – 6	13	200.00	2,600.00
Leonard Polan	9	200.00	1,800.00
Lee Renger	4	200.00	800.00
Barry Steinhardt	7	200.00	1,400.00

Thank you.

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

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

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

DATE: Dec 2, 2013
TO: Kimmey Conklin, Las Virgenes Municipal Water District
Linda Casey-Hadlow, Las Virgenes Municipal Water District
FROM: Charles Caspary
LVMWD Director, Division 1
SUBJECT: Meeting Attendance Per Diem Request

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

Date	Description
<u>11/4/13</u>	<u>LU-TSD JPA Bd Mtg.</u>
<u>11/12/13</u>	<u>LU MWD - Reg. Bd. Mtg.</u>
<u>11/19/13</u>	<u>BDCP Briefing @ LVMWD</u>
<u>11/21/13</u>	<u>AWA - Oxnard</u>
<u>11/26/13</u>	<u>LVMWD - Reg. Bd Mtg</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(5)

(Signed) Charles Caspary
Charles Caspary

✓

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

DATE: November 2013
TO: Kimmey Conklin, Executive Assistant/Clerk of the Board
FROM: Glen Peterson
LVMWD Director, Division 2
SUBJECT: **Meeting Attendance Per Diem Request**

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

Date	Description
<u>1-3</u>	<u>ANY/W STATE WATER PUGH</u>
<u>5</u>	<u>W/ CA DEPOSIT 100 MILLION</u>
<u>7</u>	<u>W/ ASSOCIATION ALABAMA</u>
<u>12</u>	<u>W/ CEDAR RAPIDS BOA</u>
<u>15</u>	<u>W/ NATURAL COUNCIL</u>
<u>18-19</u>	<u>W/ WMA COMMITTEE</u>
<u>19</u>	<u>W/ THE COMMITTEE</u>
<u>12</u>	<u>W/ BMD</u>
<u>21</u>	<u>W/ BWA</u>
<u>4</u>	<u>W/ JWA</u>
<u>24</u>	<u>W/ W/ BMD</u>

(Signed)


Glen Peterson

LVMWD
MWD
✓

7
6

13

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

DATE:

12.2.13

TO:

Kimme Conklin, Executive Assistant/Clerk of the Board

FROM:

Leonard Polan
LVMWD Director, Division 4

SUBJECT:

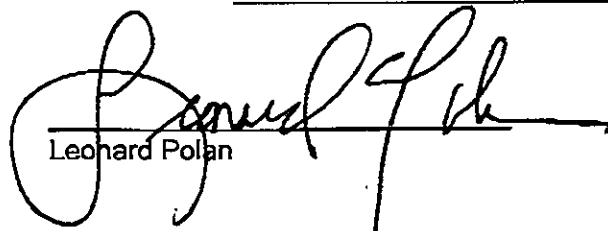
Meeting Attendance Per Diem Request

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

Date	Description
<u>11.1-11.3</u> 3	<u>EDUCATION: TOUR OF SACRAMENTO RIVER WATERSHED / OSTA / STATE WATER PROJECT.</u>
<u>11.4</u>	<u>JPA BOARD MTG</u>
<u>11.12</u>	<u>LVMWD BOARD MTG.</u>
<u>11.14</u>	<u>ALLA-VENTURA COUNTY H₂O FACILITIES TOUR.</u>
<u>11.19</u>	<u>EDUCATION: MEETING @ LVMWD PER DIEM</u>
<u>11.21</u>	<u>ALLA REPRESENTATION.</u>
<u>11.26</u>	<u>LVMWD BOARD MTG.</u>

9

(Signed)


Leonard Polan

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

DATE: 11-26-13
TO: Kimmey Conklin, Executive Assistant/Clerk of the Board
FROM: Lee Renger
LVMWD Director, Division 3
SUBJECT: **Meeting Attendance Per Diem Request**

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

Date	Description
<u>11-4-13</u>	JPA Bwd. Mtg.
<u>11-12-13</u>	LVMWD # 1
<u>11-21-13</u>	AWA Bkfst. Mtg.
<u>11-26-13</u>	LVMWD Bwd. Mtg.
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(4)

(Signed) Lee Renger
Lee Renger



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

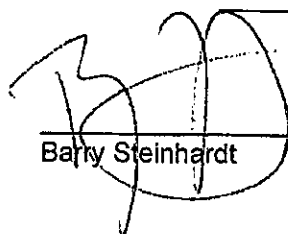
DATE: NOVEMBER 2013
TO: Kimmey Conklin, Executive Assistant/Clerk of the Board
FROM: Barry Steinhardt
LVMWD Director, Division 5
SUBJECT: Meeting Attendance Per Diem Request

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

Date	Description
<u>11/2</u>	<u>LVMWD WATER TOUR HOST</u>
<u>11/4</u>	<u>JPA BOARD MEETING</u>
<u>11/5</u>	<u>EDUCATION / ACWA REG. 8 SWAP</u>
<u>11/12</u>	<u>LVMWD BOARD MEETING</u>
<u>11/19</u>	<u>EDUCATION / BDC F BREWING</u>
<u>11/21</u>	<u>EDUCATION / ANA</u>
<u>11/26</u>	<u>LVMWD BOARD MEETING</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(7)

(Signed)


Barry Steinhardt

✓



Dedicated to Providing Quality
Water & Wastewater Service

OFFICERS

President

Charles P. Caspary
Director, Division 1

Vice President

Glen D. Peterson
Director, Division 2
MWD Representative

Secretary

Barry S. Steinhardt
Director, Division 5

Treasurer

Leonard E. Polan
Director, Division 4

Lee Renger

Director, Division 3

David W. Pedersen, P. E.

General Manager

Wayne K. Lemieux

Counsel

HEADQUARTERS

4232 Las Virgenes Road
Calabasas, CA 91302
(818) 251-2100
Fax (818) 251-2109

WESTLAKE
FILTRATION PLANT
(818) 251-2370
Fax (818) 251-2379

TAPIA WATER
RECLAMATION FACILITY
(818) 251-2300
Fax (818) 251-2309

RANCHO LAS VIRGENES
COMPOSTING FACILITY
(818) 251-2340
Fax (818) 251-2349

www.LVMWD.com

TO WHOM IT MAY CONCERN:

This is to notify you that the December 24, 2013 Regular Meeting of the LAS VIRGENES MUNICIPAL WATER DISTRICT BOARD OF DIRECTORS has been canceled due to lack of quorum.

By Order of the Board of Directors
CHARLES CASPARY, President

Barry S. Steinhardt, Secretary

Dated: December 10, 2013

c: Each Director



December 10, 2013 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Award of Annual Purchase Orders

SUMMARY:

Annual purchase orders provide staff with flexibility when responding to operational and maintenance related matters, particularly during emergency situations. The purchase orders support staff to select and direct qualified vendors to perform work that is required on a routine and on-going basis.

RECOMMENDATION(S):

Authorize the General Manager to issue annual purchase orders to the vendors listed on Exhibit 1 in the specified amounts for the period of January 1, 2014, through December 31, 2014.

FINANCIAL IMPACT:

Sufficient funding for the work to be performed through the annual purchase orders is budgeted within the various operating and maintenance accounts in both the LVMWD and JPA budgets. The maximum estimated annual cost for all of the purchase orders is \$665,100.

DISCUSSION:

Maintenance, laboratory, construction and fleet maintenance functions require staff to be able to immediately select vendors who can respond to a variety of situations, including unexpected and emergency work, throughout the year.

Staff regularly seeks and screens for the most qualified and cost-effective vendors to provide the necessary services using the following criteria to evaluate potential vendors:

- Pricing
- Response time
- Capabilities and staffing
- Quality of services provided

Staff recommends that annual purchase orders be issued to the vendors shown on Exhibit 1 for the above-described purposes. Consistent with current procedures, all appropriate approvals will be obtained before authorizing the vendors to proceed with any work. Also, any single repair or order in excess of \$25,000 will be brought to the Board for approval or, in the event of an emergency, ratification.

Exhibit 1 provides a list of the proposed vendors and dollar amounts requested for calendar year 2014. Exhibit 2 provides a summary of the services or products provided by each vendor. The annual purchase order requests reflects historical and anticipated spending by the District for the proposed types of services.

Prepared By: Doug Anders, Administrative Services Coordinator

ATTACHMENTS:

[Annual Purchase Order Exhibits](#)

ITEM 7A

Exhibit 1

Annual Purchase Order Request

Vendor	FY14 Request
AGOURA LOCK TECHNOLOGIES	\$ 500
AGOURA LUBE AND SMOG	2,000
AIRGAS USA, LLC	6,000
ALL SAFE ELECTRIC, INC.	15,000
AMTECH	3,500
AQUATIC BIOASSAY & CONSULTING	30,000
ARBOR SPECIALTIES, INC.	7,000
BLUE DIAMOND MATERIALS	6,000
CALIFORNIA HAZARDOUS SERVICES	2,000
CAPCO ANALYTICAL SERVICES	4,500
CEMEX INC.	6,000
COLLINS EQUIPMENT REPAIR	3,000
CONSOLIDATED ELECTRICAL DISTRIBUTORS	30,000
CORDELL ELECTRIC	5,000
CS-AMSCO (NEW)	15,000
DELTA PACIFIC INDUSTRIES	2,500
DIAL SECURITY	7,000
EMISSION COMPLIANT CONTROLS COMPANY	19,000
EMPIRE PIPE CLEANING & EQUIPMENT	10,000
E-POWER (NEW)	10,000
G.I. INDUSTRIES	49,000
GTA AUTO BODY	3,500
IFM EFECTOR INC.	10,000
INTERSTATE BATTERY SYSTEMS	5,000
JOEY M'S UPHOLSTERERS	4,000
KAMAN INDUSTRIAL TECHNOLOGIES	5,500
MODERN TOOL	10,000
MOTION INDUSTRIES, INC.	19,000
NAPA AUTO PARTS	2,500
NATIONAL PLANT SERVICES INC	14,000
NATURAL SURROUNDINGS (NEW)	3,000
OAKS DRAIN SERVICE	1,600
ODYSSEY POWER	23,000
PINKY'S TIRE SERVICE	4,000
SC FUELS	22,000
SILVERSTAR AUTO GROUP (NEW)	5,000
STANSBERY'S WELDING	2,500
SUPPORT PRODUCT SERVICES	2,000
T & T TRUCK & CRANE SERVICE	9,000
THE GATEKEEPER	2,500
TIRE MAN AGOURA	20,000
TOTAL BARRICADE	5,000
UNDERGROUND SERVICE ALERT	3,000
VAUGHANS INDUSTRIAL REPAIR	7,500
VINCE BARNES AUTOMOTIVE	32,000
VISTA FORD (NEW)	5,000
VORTEX INDUSTRIES	15,000
VULCAN MATERIALS CO.	5,000
W.A.S.T.E.C., INC.	5,000
WAITE BROS. PLUMBING	2,000
WALTON MOTORS & CONTROLS, INC.	25,000
WAUKESHA-PEARCE INDUSTRIES	6,500
WECK LABORATORIES, INC.	95,000
WESCO DISTRIBUTION, INC.	13,000
WEST COAST AIR CONDITIONING	40,000
WORLDWIDE WATER UTILITY SERVICE	3,000
Grand Total	\$ 665,100

**EXHIBIT 2
Annual Purchase Order Vendor List**

Vendor Name / Location	Service / Description
AGOURA LOCK TECHNOLOGIES Agoura Hills	Provides locksmith services for district facilities.
AGOURA LUBE AND SMOG Agoura Hills	Required smog testing for district on-road vehicles. Formerly Agoura Auto Service.
AIRGAS USA, LLC Northridge	Air bottles for pump station surge tanks.
ALL SAFE ELECTRIC Canoga Park	Electrical services.
AMTECH Los Angeles	Elevator service, repair, maintenance.
AQUATIC BIOASSAY & CONSULTING Ventura	Toxicity testing and aquatic biological monitoring.
ARBOR SPECIALTIES, INC. Ventura	Fabricating and reconditioning servicing for evaporating machinery.
BLUE DIAMOND MATERIALS Sun Valley	Hot mix asphalt materials. Recycled asphalt pavement (RAP).
CALIFORNIA HAZARDOUS SERVICES Santa Ana	Fuel tank services.
CAPCO ANALYTICAL SERVICES Ventura	State of California certified environmental and analytical testing laboratory. Air, soil and water analysis.
CEMEX INC. Regional	Concrete products for construction, repair and replacement projects.
COLLINS EQUIPMENT REPAIR Thousand Oaks	Automotive, truck repair.
CONSOLIDATED ELECTRICAL DISTRIBUTORS Canoga Park	Suppliers of electrical equipment and products.
CORDELL ELECTRIC Agoura Hills	Electrician services.
CS AMSCO Fountain Valley	Water and wastewater industrial valves and actuators.
DELTA PACIFIC INDUSTRIES Westlake Village	Shop and industrial supplies.

DIAL SECURITY Camarillo	Security services.
E-POWER Los Angeles	Uninterruptible power supplies (UPS), preventative maintenance for critical power needs.
EMISSION COMPLIANT CONTROLS CO Murrieta	Pollution control equipment.
EMPIRE PIPE CLEANING & EQUIPMENT Anaheim	Sewer cleaning and video inspection services.
G.I. INDUSTRIES Simi Valley	Refuse hauling services.
GTA AUTO BODY Chatsworth	Automobile body repair.
IFM EFECTOR INC. Exton, PA	Manufacturer/supplier of industrial sensor and control products.
INTERSTATE BATTERY SYSTEMS Regional/National	Automobile batteries.
JOEY M'S UPHOLSTERERS Ventura	Vehicle upholstery repair/replacement.
KAMAN INDUSTRIAL TECHNOLOGIES Oxnard	Distributor of gearing, linear motion, electrical and automation and material handling equipment and supplies.
MODERN TOOL Ventura	CNC and conventional machining (machine shop services).
MOTION INDUSTRIES, INC. San Fernando	Distributor of automotive replacement parts, industrial replacement parts and electronic materials.
NAPA AUTO PARTS Nationwide	Automobile replacement parts distributor.
NATIONAL PLANT SERVICES INC. Long Beach	Treatment plant maintenance.
NATURAL SURROUNDINGS Westlake Village	Interior plant maintenance services.
OAKS DRAIN SERVICE Thousand Oaks	Plumbing and pipe replacement services.
ODYSSEY POWER Anaheim	Power supply and emergency standby generators and equipment.
PINKY'S TIRE SERVICE Ventura	Tire replacement and other automobile repair services.

SC FUELS
Orange

Gasoline and diesel fuel supplier.

SILVERSTAR AUTO GROUP (NEW)
Thousand Oaks

Repair / maintenance of GM and Chevrolet vehicles.

STANSBERRY'S WELDING
Oxnard

Welding services.

SUPPORT PRODUCT SERVICES
Murrieta

Emissions control, exhaust silencing and heat transfer products.

T & T TRUCK & CRANE SERVICE
Ventura

Specialized trucking and crane services.

THE GATEKEEPER
Chatsworth

Installation and maintenance of automatic gates, fences and doors.

TIRE MAN AGOURA
Agoura Hills

Automotive repair, tire and wheel services.

UNDERGROUND SERVICE ALERT
Southern California

Identification of underground pipelines and utilities.

VAUGHANS INDUSTRIAL REPAIR
Paramount

Maintenance and repair of fans, blowers, compressors, gearboxes, pumps and turbines.

VINCE BARNES AUTOMOTIVE
Calabasas

Automobile repair and maintenance.

VISTA FORD (NEW)
Woodland Hills

Repair and maintenance of Ford fleet vehicles.

VORTEX INDUSTRIES
Regional

Roll up and commercial door repairs.

VULCAN MATERIALS CO.
Nationwide

Construction aggregates.

W.A.S.T.E.C., INC.
Los Angeles (Regional)

Wet well pumping and cleaning.

WAITE BROS. PLUMBING
Thousand Oaks

Plumbing.

WALTON MOTOR & CONTROL, INC.
El Monte

Electrical apparatus service and motor controls.

WAUKESHA-PEARCE INDUSTRIES
Nationwide

Equipment including power generation, pumps, blowers, control panels, and switch gears.

WESCO DISTRIBUTION, INC.
Nationwide

Commercial and industrial equipment supplier/distributor.

WEST COAST AIR CONDITIONING
Oxnard

Heating, ventilation and air conditioning (HVAC) provider.

WORLDWIDE WATER UTILITY SERVICE
Grants Pass, Oregon

Leak detection services for water utilities.



December 10, 2013 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Fiscal Year 2013-14 Vehicle Replacement Program: Award and Salvage

SUMMARY:

On May 11, 2010, the Board requested that staff obtain quotes from local dealerships for vehicle purchases in lieu of following a formal bid process. Staff received five quotes for the vehicles included in the Fiscal Year 2013-14 Vehicle Replacement Program and recommends issuance of purchase orders to William Morris Chevrolet of Fillmore and Fritts Ford of Riverside to purchase the vehicles.

RECOMMENDATION(S):

Authorize the General Manager to issue a purchase order to William Morris Chevrolet of Fillmore for one Chevrolet Volt in the amount of \$33,500, plus taxes and fees; authorize the General Manager to issue a purchase order to Fritts Ford of Riverside for one Ford F350 utility body pick-up truck, one Ford Connect utility van, two Ford F150 pick-up trucks, and two Ford F150 short bed pick-up trucks in the amount of \$125,410, plus taxes and fees; and declare six high mileage/older vehicles and one Zieman utility trailer (Vehicle Nos. 109, 160, 808, 822, 832, 839 and 848) as surplus for auction.

FINANCIAL IMPACT:

The combined total amount for Fiscal Year 2013-14 Vehicle Replacement Program is \$158,910, plus taxes and fees. Sufficient funds in the amount of \$175,000 are available in the adopted Fiscal Year 2013-14 Budget under CIP No. 10555 for the vehicle purchases.

DISCUSSION:

Requests for quotes were sent to nine dealerships with the following responses:

2014 Chevrolet Volt (1 total):

William Morris Chevrolet **\$33,500.00**, Paradise Chevrolet \$34,311.31

2014 1-Ton pick-up truck cab and chassis with utility body (1 total):

Fritts Ford **\$27,486.00**, Vista Ford \$33,559.00

2013 Ford Connect Utility Van (1 total):

Fritts Ford **\$20,612.00**, Vista Ford \$21,000.00

2014 Standard 1/2-Ton pick-up truck with 8-ft. bed (2 total):

Fritts Ford **\$17,515.00**, Vista Ford \$17,908.20, Paradise Chevrolet \$20,243.65, William Morris Chevrolet \$23,100.00, Thorson GMC \$26,570.00

2014 Standard 1/2-Ton pick-up truck 6 1/2-ft bed (2 total):

Fritts Ford **\$21,141.00**, Vista Ford \$22,611.00, Paradise Chevrolet \$25,010.90, William Morris Chevrolet \$28,050.00, Thorson GMC \$30,205.00

ITEM 7B

Surplus Vehicles for Auction:

Vehicle No. 160: 1995 GMC 2500 service truck, mileage - 113,202
Vehicle No. 832: 1999 Ford F350 service truck, mileage - 121,774
Vehicle No. 839: 2000 Dodge 1/2-ton pick-up, mileage - 119,804
Vehicle No. 848: 2001 Ford 1/2-ton pick-up, mileage - 131,000
Vehicle No. 808: 1998 Dodge 1/2-ton pick-up, mileage - 105,368
Vehicle No. 822: 1999 Ford Explorer, mileage - 110,424
Vehicle No. 109: 1985 Zieman trailer

William Morris Chevrolet provided the lowest bid for the Chevrolet Volt. Fritts Ford provided the lowest bids for one Ford F350 service truck, one Ford Connect service van, two Ford F150 standard bed pick-up trucks, and two Ford F150 short bed pick-up trucks. This bidding process reduces delivery time and advertising costs, while providing competitive bids and vehicles meeting all District required specifications.

Prepared By: Darrell Johnson, Facilities Maintenance Supervisor



December 10, 2013 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Below Ground Vault Access Cover Retrofit Program: Award of Bid

SUMMARY:

On September 24, 2013, the Board approved a Call for Bids for the Below Ground Vault Access Cover Retrofit Program for the manufacture of 85 retrofitted vault covers or "lids", which do not require modification or replacement of the current vaults. Bids were received and opened publicly on Thursday, October 24, 2013 for 80 retrofitted lids. The five remaining lids require specialized equipment and were not included in the bid; however, pricing can be negotiated with the selected vendor based on material costs. Staff recommends award of a contract to Vault Access Solutions and Fabrication for 80 vault lids.

RECOMMENDATION(S):

Execute a one-year contract with Vault Access Solutions and Fabrication and authorize the General Manager to execute two one-year term renewal options in an aggregate amount not to exceed \$293,337.00 for the manufacture, purchase, and delivery of 80 vault lids.

FINANCIAL IMPACT:

In an effort to minimize the financial impact of the Below Ground Vault Access Cover Retrofit Program, the work is proposed over a three-year period. The recommended contract in an aggregate amount not to exceed \$293,337.00 over a maximum three-year period is based on the total bid price for 80 lids. Pricing for five additional specialty lids will be negotiated as needed. The initial order will be for a specific dollar amount comprised of any combination of lids selected by the District from the bid form schedule. Subsequent orders for the two additional years will be at the District's option based on product quality and vendor performance. Funds in the amount of \$150,000 are available in the adopted Fiscal Year 2013-14 Budget for costs associated with the first year of the program. Funds for the remaining two years will be proposed in the Fiscal Years 2014-15 and 2015-16 Budgets.

DISCUSSION:

Bid requests were sent to seven suppliers; four of those suppliers expressing interest in bidding by attended an optional site walk. However, only one bid was received for the work. Vault Access Solutions and Fabrication is the apparent low bidder with a pre-tax bid of \$293,337.00 for 80 lids. Pricing for the remaining five lids is to be negotiated, and the work will be conducted under separate contract. Vault Access Solutions and Fabrication is a Nevada Corporation that is not set up to collect the applicable California sales tax. As a result, the District will pay the sales tax directly to the California Board of Equalization.

Based on the receipt of only one bid for this work, staff proposes that future purchases of retrofitted vault lids not covered under this contract be considered a sole source item available only through Vault Access Solutions and Fabrication. Product performance, vendor reliability, and customer service will be evaluated prior to the submittal of subsequent orders.

Prepared By: Gretchen Bullock, Buyer

ATTACHMENTS:

[Vault Access Covers Agreement to Furnish](#)

[Exhibit A](#)

[Exhibit B](#)

[Exhibit C](#)

Las Virgenes Municipal Water District VENDOR AGREEMENT

As of December 10, 2013, **Las Virgenes Municipal Water District** hereinafter called "District," and **Vault Access Solutions and Fabrications, Inc.**, hereinafter called "Vendor," agree as follows:

1. Purpose.

Under this Agreement, Vendor shall provide vault covers FOB destination freight prepaid and allowed to 4232 Las Virgenes Road, Calabasas, California.

2. Delivery.

The Vendor shall, in good workmanlike and professional manner, furnish the products described in Exhibit "A" within 60 days of receipt of order from the District. Any damage to the product shall be noted on the bill of lading at the time of delivery.

3. Consideration.

(a) The District shall pay Vendor for the products in the amounts stated on the Bid Form-Schedule submitted by Vendor and attached as Exhibit "B".

(b) The Vendor shall complete and submit an invoice showing date of delivery, description of products, amount of invoice and supporting documentation. The District shall pay the Vendor within thirty (30) days of invoice submittal.

4. Term.

This Agreement shall commence on the date above written, and shall continue until December 10, 2014.

5. Specifications

Except for warranty, the products shall be manufactured and delivered in accordance with the specifications set forth in the Request for Bids and design schematics attached to the bid documents submitted by Vendor and attached hereto as Exhibit "C". As to warranty, Vendor warrants the product sold against defects in workmanship and materials, and conformance to agreed specifications, for a period of one year from date of purchase by original purchaser. In addition Vendor warrants torsion lift assist energy source (T.S.A.) only for life.

6. Subcontracts.

The Vendor shall not subcontract or assign responsibility for performance of any portion of this Agreement without the prior written consent of the District.

7. Independent Contractor.

The Vendor is an independent contractor, and not an employee of District.

8. Indemnification.

Vendor shall defend, indemnify, and hold harmless District, its officers, employees and agents, from and against loss, injury, liability, or damages arising from any act or omission to act, including any negligent act or omission to act by Vendor or Vendor's officers, employees, or agents. Vendor's duty to indemnify and defend does not extend to the damages or liability caused by the District's sole negligence, active negligence, or willful misconduct.

9. Insurance.

(a) Vendor shall procure and maintain, for the duration of this Agreement, insurance against claims for injuries to persons or damages to property arising from or in connection with the performance of the work hereunder by the Vendor, officers, agents, employees, or volunteers.

(b) Vendor shall provide the following coverage:

(1) Commercial general liability insurance written on an occurrence basis in the amount of \$2,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The insurance policy shall be amended to provide the general aggregate limit shall apply separately to the work under this Agreement or the general aggregate shall be twice the required per occurrence limit.

(2) Automobile liability insurance insuring all owned, non-owned and hired automobiles, in the amount of \$1,000,000 combined single limit per accident for bodily injury and property damage.

(3) Workers' Compensation insurance as required by the Labor Code of the State of California with the statutory limits required by the Labor Code.

(4) Employer's liability insurance of at least \$1,000,000 per occurrence.

(c) The insurance policies required above shall contain or be endorsed to contain the following specific provisions:

(1) Commercial general liability and automobile liability:

(i) District and its board members, officers, employees, agents and volunteers are added as insureds.

(ii) Vendor's insurance shall be primary insurance as respects the District, its board members, officers, employees, agents and volunteers and any insurance or self-insurance maintained by District shall be in excess of Vendor's insurance and shall not contribute to it.

(iii) Any failure to comply with the claim reporting provisions of the policies or any breach of a policy warranty shall not affect coverage under the policy provided to District, its board members, officers, employees, agents and volunteers.

(iv) The policies shall contain a waiver of transfer rights of recovery ("waiver of subrogation") against District, its board members, officers, employees, agents and volunteers, for any claims arising out of the work of Vendor.

(v) The policies may provide coverage which contains deductible or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to District under such policies. Vendor shall be solely responsible for deductible and/or self-insured retention and District, at its

option, may require Vendor to secure the payment of such deductible or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit. The insurance policies that contain deductibles or self-insured retentions in excess of \$25,000 per occurrence shall not be acceptable without the prior approval of District.

(vi) Prior to start of work under this Agreement, Vendor shall file with District evidence of insurance as required above from an insurer or insurers certifying to the required coverage.

(2) Each policy required in this section shall contain a policy cancellation clause that provides the policy shall not be canceled or otherwise terminated by the insurer or the Vendor or reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the District, Attention: Office Manager.

(d) Insurance required by this Agreement shall be placed with insurers licensed by the State of California to transact insurance business of the types required herein. Each insurer shall have a current Best Insurance Guide rating of not less than A: VII unless prior approval is secured from the District as to the use of such insurer.

10. Miscellaneous.

(a) The waiver by either party of any breach of this agreement shall not bar the other party from enforcing any subsequent breach thereof.

(b) Notices shall be deemed received when deposited in the U. S. Mail with postage prepaid and registered or certified addressed as follows unless advising in writing to the contrary:

Las Virgenes Municipal
Water District
ATTN:
4232 Las Virgenes Road
Calabasas, CA 91302

Vault Access Solutions
and Fabrication, Inc.
ATTN: Karl Kern
6580 S. McCarran Blvd., Ste. D-2
Reno, NV 89509

(f) If an action at law or in equity is brought to enforce this agreement, the prevailing party shall be entitled to reasonable attorney fees and costs.

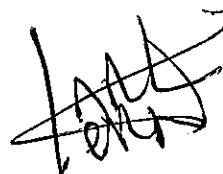
(g) This Agreement represents the entire understanding of District and Vendor as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing, signed by both parties.

(h) This Agreement shall be interpreted and construed under, and the rights of the parties will be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be executed the date first above written.

APPROVED:
[District]

APPROVED:
[Vendor]



By: _____

Charles P. Caspary, President

By: Jack
ern

KARL KERN vice pres.
[Print Name & Title]

Attest:

By: _____

Barry S. Steinhardt, Secretary

Approved as to Form:

By: _____

District Counsel

**Las Virgenes Municipal Water District
Below Ground Vault Access Cover Retrofit Program**

Overview:

Currently LVMWD has 85 below ground vaults for meters and valves at various locations throughout the District. The District is seeking bids for the design and manufacture of covers suitable for a retrofit installation on these vaults. In an effort to minimize the annual financial impact the project is expected to be completed in three (3), one (1) year phases. It is the District's intent to award the bid based on total pricing for the entire project and spread the cost evenly over a three (3) year period. Initial order will be for a specific dollar amount comprised of any combination of the District's choosing from the bid form-schedule during the first year. Subsequent orders for the two (2) additional years will be at the District's option based on product quality and vendor performance ~~while the bid pricing shall remain firm.~~

General Information:

The District currently has many different types of cast and precast vault construction with various "surface security" covers (lids). The diversity includes:

- 1.) "Loose" non-hinged steel and aluminum plates ranging in weight proximities of 30 Lbs. to 150 Lbs. each. The Loose steel covers require two individuals with lifting tools to obtain access to vault.
- 2.) "Hinged" composite and steel. Most of the steel hinges are corroded, damaged, and require some lifting to access vault.
- 3.) "Manhole" style traffic road boxes with limited access to equipment.

Existing covers are nearing the end of their useful life. It is the District intent to replace the aged covers with new, safer, long lasting, user friendly, and more ergonomically correct covers without modification or replacement of the vaults. Successful bidder shall design and manufacture the covers to specifications listed below to ensure long lasting product with ease of use by District staff.

Quantity:

It is expected that 85 retrofitted covers will be purchased over a three (3) year period; one (1) order of approximately 28 lids per fiscal year to be shipped in increments of 6-8 lids per delivery. The actual quantity of covers purchased each year will be based on total dollar amount budgeted for each fiscal year. A total of 81 covers are listed on the bid schedule, four (4) additional specialty covers, i.e. manhole style, are expected to be purchased. Due to unique sizing and specialty application specifications will be discussed with winning bidder and pricing for the additional four (4) covers will be negotiated between winning bidder and District using the bid pricing as a model.

Delivery:

Delivery is required to begin within 8 weeks after receipt of order (ARO) and entire order must be received within 16 weeks ARO.

Specifications:

Design of manufacture shall include custom dimensions (refer to Exhibit B) and the ability for the District to utilize existing staff talent and tools for installation without the need for specialized training or tools. Any variation or exception from the listed product specifications must be clearly noted on bid schedule, is subject to District approval, and may result in disqualification of bid.

- 1.) Must comply with ADA walkway requirements.
- 2.) Any finish grade change shall not exceed $\frac{3}{8}$ ".
- 3.) H-20 traffic rating or H-10 rating without the use of loose cross beams. Refer to Exhibit B for itemized listing.
- 4.) Five (5) covers require slip resistant coating BASF SONOGUARD® Polyurethan waterproofing, traffic-bearing membrane systems for vehicular and pedestrian areas, or District approved equal. Refer to Exhibit B for itemized listing.
- 5.) Include 4" x 6" self-closing reader door inset directly over the meter face. Refer to Exhibit C for example.
- 6.) Include recessed 4 $\frac{1}{8}$ " diameter circular area in decking surface for receiving transponder in the cover. Refer to Exhibit C for example.
- 7.) All cover material shall be $\frac{1}{4}$ " aluminum 6061 floor plate.
- 8.) Cover shall have minimum of $\frac{1}{4}$ " thick stainless steel self-latching, hold open safety hardware.
- 9.) Torsion assist for cover shall have "Lifetime Warranty"
- 10.) Each cover shall have permanent exterior District identification with the specified Confined Space ID Number clearly visible. Refer to Exhibit B for itemized listing and Exhibit C for example.
- 11.) Entire cover shall be Garnet Blasted & powder coated "Hunter Green" after zinc rich epoxy primer.
- 12.) Bolt down security shall be ridged and firm with no spring loaded nuts and must provide a minimum of 1 full inch of female thread connection with an overall fastener length no less than 1 $\frac{1}{4}$ ".
- 13.) Each cover shall have $\frac{5}{8}$ " female threaded locations in each corner to accept lifting eyes for ease of installation.

Additional Conditions:

- Provide design schematic sheet for each proposed design. Any confidential proprietary technical information or trade secrets which if publicly disclosed may cause substantial injury to the Bidder's competitive position must be clearly noted. It is the bidder's responsibility to clearly note any confidential design information as such.
- Optional pre-bid site walk will be conducted on Tuesday, Oct. 15, 2013 at 10:00 am beginning at the District's main office located at 4232 Las Virgenes Road in Calabasas. Although not mandatory it is strongly recommended interested bidders attend to view both an existing unit scheduled for retrofit as well as a recently retrofitted unit. Bidders must pre-register with District contact at least 24 hours prior to the site walk.
- Refer to Exhibit B for detailed listing of individual listing of each covers requirements, i.e. vault opening dimensions, ID number, load rating, and required coating. Dimensions listed

in Exhibit B are inside ID (inside dimension) of existing vault opening unless otherwise noted.

- Exact location of read door and transponder receptacle will be given with individual ID number at time of order.
- Refer to photographs in Exhibit C for a visual example of vaults with lids scheduled for retrofit replacement and a completed retrofit.
- The District reserves the right to opt out of additional order(s) in the event delivered product quality and/or vendor performance is deemed inadequate or substandard by the District.
- There are three (3) Exhibits associated with this bid: Exhibit A-Agreement to Furnish Goods, Exhibit B-Detailed Listing of Vault Cover Sizes and Space ID Numbers, and Exhibit C-Picture Examples.

**Las Virgenes Municipal Water District
Bid Form-Schedule
Below Ground Vault Access Cover Retrofit Program**

The undersigned states and declares as follows: that the bidder has carefully read and examined the Bid Documents; Bid Notice; Instruction to Bidders; Bid Specifications including exhibits; Bid Form-Schedule; and that the bidder will comply with the bid terms and conditions. The undersigned agrees to supply and deliver materials in strict conformity with the specifications and instructions enclosed with the Invitation for Bids for the prices set forth below in this bid schedule.

It is understood that this bid shall remain open and shall not be withdrawn for a period of sixty (60) days from the date prescribed for the opening of the bid.

It is further agreed that the materials to be furnished under this bid shall be delivered at such time and in such quantities as called for by the Las Virgenes Municipal Water District. The District may extend the term of this contract by written notice to the supplier at the end of the contract year.

CONTRACT TERM as follows: Contract term shall be good from date of award through 6-30-2014, the remainder of current fiscal year, and at the District's annual option extend through the next two (2) fiscal years, but shall not exceed past 6-30-2016 unless mutually agreed upon in writing by both parties prior to 6-30-2016.

Materials to be furnished under this bid shall be delivered FOB Destination Freight Pre-Paid and Allowed to Las Virgenes Municipal Water District, Warehouse Building, 4232 Las Virgenes Road, Calabasas, CA 91302 within 60 days after receipt of order (ARO).

All bidders are required to submit with their bid, design schematic sheets for each style of bid items and warranty by the manufacturer stating the warranty period for all components of material to be furnished. In addition, describe any replacement or exchange programs offered with said warranty. One schematic sheet may be submitted for multiple bid items when size is the only change.

The bidder's authorized officer identified below hereby declares that the representations in this bid are true and correct and of my own personal knowledge, and that these representations are made under penalty of perjury under the laws of the State of California, and that I am duly authorized to bind this bidder to this bid.

**This Bid Form-Schedule consist of 5 pages—Bidder's Signature is required on last page
SEE NEXT 3 PAGES FOR ITEMIZED BID ITEMS.**

Bid Item #	Description			Qty	Unit Price	Extended Price
	Cover Size	Space ID#				
1	30" x 55"	457		1	2,630.00	2,630.00
2	32" x 32"	579		1	2,054.00	2,054.00
3	42.5" x 67.75"	426		1	3,105.00	3,105.00
4	43" x 79.5"	476		1	3,316.00	3,316.00
5	43" x 80"	470, 534, 604		3	3,335.00	10,005.00
6	43" x 81"	435		1	3,365.00	3,365.00
7	43" x 81.75"	407		1	3,425.00	3,425.00
8	47" x 76"	478		1	3,446.00	3,446.00
9	47" x 77"	433, 450, 578		3	3,446.00	10,338.00
10	47" x 83"	558		1	3,516.00	3,516.00
11	47.5" x 71.5"	561		1	3,402.00	3,402.00
12	53" x 101.5"	432		1	6,165.00	6,165.00
13	67" x 91"	580		1	5,000.00	5,000.00
14	67" x 92"	480, 490		2	5,000.00	10,000.00
15	43" x 79.75"	427		1	4,025.00	4,025.00
16	46.75" x 77"	429		1	4,160.00	4,160.00
17	23.5" x 35.5"	562		1	1,900.00	1,900.00
18	30.5" x 55"	553		1	2,650.00	2,650.00
19	31" x 55"	527		1	2,675.00	2,675.00

Bid Item #	Description			Qty	Unit Price	Extended Price
	Cover Size	Space ID#				
20	39" x 75.25"	509		1	3,150.00	3,150.00
21	42.5" x 81"	587		1	3,400.00	3,400.00
22	42.75" x 80.5"	585, 590		2	3,400.00	6,800.00
23	43" x 68"	530		1	3,150.00	3,150.00
24	43" x 79.5"	496, 497, 498, 499, 500, 501, 502, 503, 545, 550, 551, 602		12	3,350.00	40,200.00
25	43" x 80"	400, 401, 402, 456, 475, 491, 593		7	3,375.00	23,625.00
26	43" x 80.5"	539, 586, 597, 598, 599, 600		6	3,400.00	20,400.00
27	43" x 81"	405, 492, 589		3	3,425.00	10,275.00
28	43.5" x 67.5"	601		1	3,150.00	3,150.00
29	46" x 76"	486, 531		2	3,450.00	6,900.00
30	47" x 77"	482, 535		2	3,450.00	6,900.00
31	47" x 82"	494, 495		2	3,500.00	7,000.00
32	47.5" x 77.5"	570		1	3,575.00	3,575.00
33	50.5" x 81"	548, 549		2	3,635.00	7,270.00
34	53" x 101"	455		1	4,950.00	4,950.00
35	55" x 115.5"	463		1	5,025.00	5,025.00
36	57" x 75"	471		1	3,745.00	3,745.00
37	66.5" x 91.5"	458		1	5,020.00	5,020.00

Bid Item #	Description			Qty	Unit Price	Extended Price
	Cover Size	Space ID#				
38	66.5" x 92"	603		1	5,020.00	5,020.00
39	67" x 91.75"	428		1	5,050.00	5,050.00
40	67" x 93"	584		1	5,050.00	5,050.00
41	71" x 139.5"	465		1	6,875.00	6,875.00
42	71.5" x 95.5"	472		1	5,225.00	5,225.00
43	72" x 95"	477		1	5,225.00	5,225.00
44	51" x 75"	464 *Outside Dimensions		1	3,080.00	3,080.00
45	43" x 80"	412		1	4,050.00	4,050.00
46	43" x 80.75"	413		1	4,050.00	4,050.00
Sub-total						293,337.00
Los Angeles County Sales Tax 9%						N/A
BID TOTAL					\$ 293,337.00	

Written Total Bid Amount:

Two hundred ninety three thousand three hundred thirty seven dollars and zero cents.

Notes or Exceptions:

Addendum Acknowledgement:

Addendum #1

Signed: Rick VanMeter

Addendum #2

Signed: _____

Addendum #3

Signed: _____

Bidder:

Vault Access Solutions & Fabrication 10/23/13
Corporate Name of Bidder Date

By: Rick VanMeter Title: President
Authorized Signature

Rick VanMeter rvanmeter@vaultaccesssolutions.com
Print Name E-mail

6580 S. McCarran Blvd. (916) 956-6619
Suite D-2 Phone

Reno, NV 89509 (530) 742-9676
Address Fax



Where Safety Meets Durability! 6580 S. McCarran Blvd. Ste D-2 Reno, NV 89509

Phone: 916-765-9538 • www.vaultaccesssolutions.com

Las Virgenes Water District
Attn: Gretchen Bullock
4232 Las Virgenes
Calabasas, Ca 91302-1994

Good Afternoon Gretchen,

Enclosed you will find your original amended contract documents, as requested. Should you have any questions, or require anything further please do not hesitate to contact us. We look forward to working with you, and the Las Virgenes Water District. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Karl Kern', written over a horizontal line.

Karl Kern
Vice President



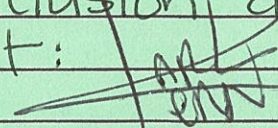
Where Safety Meets Durability!

Bid Item #	Description			Qty	Unit Price	Extended Price
	Cover Size	Space ID#				
38	66.5" x 92"	603		1	5,020.00	5,020.00
39	67" x 91.75"	428		1	5,050.00	5,050.00
40	67" x 93"	584		1	5,050.00	5,050.00
41	71" x 139.5"	465		1	6,875.00	6,875.00
42	71.5" x 95.5"	472		1	5,225.00	5,225.00
43	72" x 95"	477		1	5,225.00	5,225.00
44	51" x 75"	464 *Outside Dimensions		1	3,080.00	3,080.00
45	43" x 80"	412		1	4,050.00	4,050.00
46	43" x 80.75"	413		1	4,050.00	4,050.00
					Sub-total	293,337.00
					Los Angeles County Sales Tax 9%	N/A
					BID TOTAL	\$ 293,337.00

Written Total Bid Amount:

Two hundred ninety three thousand three hundred thirty seven dollars and zero cents.

Notes or Exceptions:

see Amended exclusion, dated: 11/1/2013
by Vice President: 



Where Safety Meets Durability!

6580 S. McCarran Blvd. Ste D-2 Reno, NV 89509

Phone: 916-765-9538 • www.vaultaccessolutions.com

Exclusion to: Below ground vault access cover retrofit - Bid due: Thursday, Oct. 24, 2013; 2:00pm

Vault Access reserves the right to adjust pricing due to increases in raw materials costs (Steel, Aluminum & Fuel). The reference point of index will be as follows: Fuel @ \$4.00 per gal., Steel @ \$0.55 cents per pound, and Aluminum @ \$2.90 per pound. Should there be an increase of 10% or more (not less) to any or all categories stated, the district will then be notified and presented with receipts for verification purposes of the increase(s), so that Vault Access may recoup those costs.

Purchaser is responsible for all state & local taxes; Seller is a Nevada state corporation and does not collect California taxes.

Thank You,

Rick VanMeter
rvanmeter@vaultaccessolutions.com



Where Safety Meets Durability!

Amended 11/01/2013 By:  Vice President



December 10, 2013 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Unleaded and Diesel Fuel Petroleum Products: Call for Bids

SUMMARY:

The District uses two types of fuel petroleum products for its fleet: (1) unbranded, unleaded, regular ethanol 5.7% gasoline with a minimum octane rating of 87, and (2) unbranded carb ultra-low diesel, #2 clear. The estimated annual fuel usage is 34,000 gallons for unleaded and 3,880 gallons for diesel. The contract with the District's fuel vendor expired on October 11, 2013, and there were no renewal options remaining. As a result, a call for bids is recommended to ensure that the District receives the most competitive pricing. Staff proposes a one-year contract with three one-year renewal options for the successful bidder.

The District's fuel tanks have been undergoing a major repair for several months. The repairs have recently been completed and the tanks are once again fully operational. While the tanks have been under repair, staff have been utilizing two local gas stations for all fuel needs for the District vehicles.

RECOMMENDATION(S):

Authorize a Call for Bids in accordance with the proposed bid schedule for the supply of unleaded and diesel fuel petroleum products.

FINANCIAL IMPACT:

The total estimated annual cost to the District for petroleum products is \$135,658. Sufficient funds are available in the adopted Fiscal Year 2013-14 Budget and will be proposed in future budgets for these products.

DISCUSSION:

Bids will be requested in accordance with the following schedule:

Board Authorization	Tuesday, December 10 ,2013
First Newspaper Advertisement	Monday, December 16, 2013
Second Newspaper Advertisement	Monday, December 23, 2013
Bids Due/Opening	Tuesday, January 7, 2014
Award of Contract	Tuesday, January 28, 2014

The successful bidder will be recommended for award of a contract based on a combination of pricing, reliability and customer service.

Prepared By: Gretchen Bullock, Buyer

ATTACHMENTS:

[Fuel-Bid Notice](#)

NOTICE INVITING SEALED PROPOSALS (BIDS)
FOR SUPPLY AND DELIVERY OF
Petroleum Products: Unleaded and Diesel Fuel
FOR
LAS VIRGENES MUNICIPAL WATER DISTRICT

NOTICE IS HEREBY GIVEN that the Board of Directors of Las Virgenes Municipal Water District invites and will receive sealed proposals (bids) up to the hour of **2:00 P.M. on Tuesday, January 7, 2014** for purchase and delivery of annual supply of Petroleum Products: Unleaded and Diesel Fuel; estimated annual quantities are 34,000 gallons of unleaded and 3880 gallons of diesel. Bids received after the time stated in the Call for Bids will not be accepted *and* will be returned, unopened, to the bidder. The time shall be determined by the time on the receptionist telephone console in our Headquarters lobby. Proposals will be publicly opened and read aloud at the office of the District, 4232 Las Virgenes Road, Calabasas, California.

Said bids shall conform to and be responsive to the Instructions to Bidders, Specifications, and Bid Documents for said work as heretofore approved by the District.

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

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

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

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

Dated _____

Barry S. Steinhardt
Secretary of the Board
LAS VIRGENES MUNICIPAL WATER DISTRICT



ITEM 8B



December 10, 2013 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Mailing of Customer Bills and Notices: Call for Bids

SUMMARY:

The District outsources the folding, stuffing and mailing of approximately 2,500 to 3,000 customer bills and notices weekly. The contract with the current service provider expired on November 14, 2013, and there are no renewal options remaining. To ensure competitive pricing and cutting-edge service, staff recommends a call for bids. Staff proposes a one-year contract with three one-year renewal options. The District will continue to use the current vendor on a month-to-month basis, utilizing the previous contract pricing, until the award of a new contract tentatively scheduled for the end of January 2014.

RECOMMENDATION(S):

Authorize a Call for Bids in accordance with the proposed bid schedule for the folding, stuffing, and mailing of customer bills and notices.

FINANCIAL IMPACT:

The estimated annual cost to the District for this service is \$80,000. Sufficient funds are available in the adopted Fiscal Year 2013-14 Budget and will be proposed in future budgets for this work.

DISCUSSION:

Bids will be requested in accordance with the following schedule:

Board Authorization	Tuesday, December 10, 2013
First Newspaper Advertisement	Monday, December 16, 2013
Second Newspaper Advertisement	Monday, December 23, 2013
Bids Due/Opening	Tuesday, January 7, 2014
Award of Contract	Tuesday, January 28, 2014

The successful bidder will be recommended for award of a contract based on a combination of pricing, reliability and customer service.

Prepared By: Gretchen Bullock, Buyer

ATTACHMENTS:

[Bill Mailing Service Notice](#)

NOTICE INVITING SEALED PROPOSALS (BIDS)
FOR SUPPLY AND DELIVERY OF
Mailing Customer Bills and Notices
FOR
LAS VIRGENES MUNICIPAL WATER DISTRICT

NOTICE IS HEREBY GIVEN that the Board of Directors of Las Virgenes Municipal Water District invites and will receive sealed proposals (bids) up to the hour of **2:00 P.M. on Tuesday, January 7, 2014** for an annual contract for the weekly bulk mailing of customer bills and notices; approximately 2500-3000 pieces per week. Bids received after the time stated in the Call for Bids will not be accepted and will be returned, unopened, to the bidder. The time shall be determined by the time on the receptionist telephone console in our Headquarters lobby. Proposals will be publicly opened and read aloud at the office of the District, 4232 Las Virgenes Road, Calabasas, California.

Said bids shall conform to and be responsive to the Instructions to Bidders, Specifications, and Bid Documents for said work as heretofore approved by the District.

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

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

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

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

Dated _____

Barry S. Steinhardt
Secretary of the Board
LAS VIRGENES MUNICIPAL WATER DISTRICT





December 10, 2013 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Claim by JP Morgan Chase

SUMMARY:

On September 23, 2013, the District received a claim in the amount of \$369,909.04 from Paul H. Witham, representing JP Morgan Chase for damages that allegedly occurred on May 13, 2013. The claim alleges damages to a JP Morgan Chase bank branch at 23703 Calabasas Road as a result of a District water main break at the location. The claim involves both exterior and interior damages to the bank.

On May 13, 2013, a deteriorated 10-inch water main broke on Calabasas Road near the subject location, causing damages to the roadway and surrounding area. The claim submitted by JP Morgan Chase was provided to the District's claims adjuster who is investigating the matter. The claims adjuster has been working cooperatively with JP Morgan Chase representatives and recently informed staff that discussions are on-going. Based on the progress of discussions, it appears that a mutually-agreeable resolution of the claim will be forthcoming.

District Legal Counsel reviewed the claim and recommended that it be denied because there is no evidence suggesting that the District knew or should have known that the water main was in a dangerous condition. Staff concurs with Legal Counsel's recommendation.

RECOMMENDATION(S):

Deny the claim from JP Morgan Chase.

Prepared By: Joseph Lillio, Interim Director of Finance & Administration

ATTACHMENTS:

[JP Morgan Chase Claim](#)



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

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

Name of claimant: JP Morgan Chase

Address/location of accident or occurrence:
23703 Calabasas Road Calabasas, CA 91302

Address to where replies/notices should be sent (if different from the above):
201 North Central Avenue, 20th Floor, Phoenix, AZ 85004

Mail Code AZ1-3023 Attention Dan Henderson

Telephone numbers: Home () _____; Work () 602-221-4764

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

1. When did damage or injury occur? (Give exact date and hour) May 13, 2013 at approximately 3:15 A.M.
2. Where did the damage or injury occur? In Calabasas road in front of Chase Bank at 23703 Calabasas Road.
3. How did the damage or injury occur? (Give full details) The water main broke and sprayed a large volume of water under high pressure which caused both exterior and interior water damage to our branch.
4. What damage or injuries do you claim? There were significant water intrusion damages to our branch; damage items included flooring, furniture, fixtures, bank specific equipment and both interior and exterior damages to to walls and ceiling.

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

BVK Courtyard Commons LLC
875 N Michigan Ave Suite 4100
Chicago IL 60611

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

Unknown

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

Unknown

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

\$369,909.04

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

\$369,909.04

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

Steve Thoma is the Facility Manager for this site and was intimately involved in the cleanup and restoration of our branch. His Cell number is 818-262-4466. Please contact Steve with specific questions regarding this claim.

Paul H. Witham
Signature of Claimant or Person Acting on Claimant's Behalf
Paul H. Witham V.P.

11/6/2013
Date

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

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

Date Received: 11/07/13 Time: 1:58pm Recorded by: KConklin



December 10, 2013 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Transfer of Drinking Water Program from California Department of Public Health to State Water Resources Control Board

DISCUSSION:

In January 2013, Assemblymember Henry Perea[1] introduced several bills aimed at helping disadvantaged communities obtain funds to improve their drinking water systems and enhance source water protection. AB 145 proposed to transfer responsibility for the State's Drinking Water Program (DWP) from the California Department of Public Health (CDPH) to the State Water Resource Control Board (SWRCB). The DWP is responsible for regulating public water systems; promoting and providing information on drought preparedness and water conservation; overseeing water recycling projects; certifying residential water treatment devices; certifying drinking water treatment and distribution operators; supporting and promoting water system security; providing support for small water systems, including improving their technical, managerial, and financial capacity; overseeing the Drinking Water Treatment and Research Fund; and providing funding opportunities for water system improvements through the Safe Drinking Water State Revolving Fund (SDWSRF). The SDWSRF program provides funding for projects that bring public water systems into compliance with drinking water standards; assess or protect source water; and improve the technical, managerial and financial capacity of public water systems.

On April 19, 2013, the U.S. Environmental Protection Agency (EPA) issued a notice of non-compliance to CDPH for failing to timely and efficiently commit and expend funds under the SDWSRF, which is managed by DWP staff. California's SDWSRF has the highest amount of unspent federal funds of any state with an unspent balance of \$455 million dollars, some 40% of the available funds[2]. The SWRCB manages the Clean Water State Revolving Fund (CWSRF) that provides low-interest loans and other financing mechanisms for construction of publicly-owned wastewater treatment facilities, local sewers, sewer interceptors, water recycling facilities, storm water treatment facilities, expanded use projects such as implementation of non-point source projects or programs, and development and implementation of estuary Comprehensive Conservation and Management Plans. The SWRCB has utilized close to 100% of the available funds through the CWSRF for many years[3].

Assemblymember Perea intended that AB 145 would "create a consolidated and comprehensive strategy to ensure safe drinking water for California residents." The District, ACWA and many other organizations opposed the bill, believing that moving the entire DWP to the SWRCB would undermine its focus on public health, disrupt key functions and force the DWP to compete with other critical priorities under the purview of the SWRCB. Rather, the opponents suggested a more targeted solution that would only transfer the SDWSRF to the SWRCB, leaving the balance of the DWP with CDPH. The targeted solution was intended to facilitate and expedite funding through the SDWSRF for disadvantaged communities, while leaving other major elements of the DWP intact. In August 2013, the bill was held in suspense by the Senate Appropriations Committee. However, the Brown Administration decided to initiate the transfer administratively through the budget process. A task force jointly chaired by the Secretary for Environmental Protection and the Secretary of California Health and Human Services was formed to develop a transition plan. The task force includes stakeholders representing diverse interests, including disadvantaged communities, environmental groups, water agencies, recycled water, technical assistance providers, local government, and the Legislature. ACWA and WaterReuse representatives are participating in the task force.

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There are advantages and disadvantages to the proposed move of the DWP to the SWRCB. Expediting the award of funding through the SDWSRF to improve water systems and protect source water for disadvantaged communities is an extremely important issue in California. Moving this DWP function to the SWRCB could help to achieve this goal. Also, recycled water use is currently regulated through various codes administered separately by CDPH and the SWRCB, causing some confusion and conflict. In 2012, AB 2398 was proposed to codify these regulations into a single code, it but was withdrawn prior to consideration by the Senate and its policy committees because issues raised by Senate committee staff could not be answered in a timely manner. Existing law requires CDPH to adopt uniform water recycling criteria for indirect potable water reuse for groundwater recharge by December 31, 2013, develop and adopt uniform water recycling criteria for surface water augmentation by December 31, 2016, and investigate the feasibility of developing uniform water recycling criteria for direct potable reuse and provide a final report on that investigation to the Legislature by December 31, 2016, in consultation with the SWRCB. Transferring the DWP to the SWRCB could provide greater resources and coordination necessary to update the various recycled water regulations into a single code and meet the deadlines for the indirect and direct potable reuse criteria, advancing the State's goal to increase water recycling from 0.7 million acre-feet per year to 2.5 million acre-feet per year.

Community water systems, including the District, operate under a Potable Water System Permit issued by the DWP. The DWP is also responsible for certification of water treatment and distribution systems operators. Local DWP staff work closely with community water systems to inspect the systems annually, ensure treatment standards are met, review proposed changes and additions to the systems and assist with emergency preparedness. This is a regulatory process and relationship that "works". Moving this function to SWRCB could result in a loss of focus on the mission of the Potable Water System Permit process to ensure a healthy and safe drinking water supply. Also, it could undermine DWP's focus on public health, result in unnecessary new regulations for water systems, disrupt key functions and force the program to compete with other critical priorities before the SWRCB. The SWRCB is currently developing a general permit for planned and unplanned discharges, such as system flushing or fire hydrant testing, for community water systems. Many of these planned discharges are required by a Potable Water System Permit. The SWRCB's focus is on surface/receiving water impacts and not on water system operations, although they recognize the regulatory requirements. This issue illustrates the potential conflict between the respective missions of the DWP and SWRCB.

Ultimately, the success of the proposed transfer of the DWP will depend upon the ability of the SWRCB to balance the competing interests and needs of community water systems with the traditional surface/receiving water focus of the SWRCB and to maintain current service levels provided by the DWP. Staff will continue to monitor this issue, provide input and feedback to task force members as appropriate, and report back to the Board periodically.

Footnotes:

[1] Assembly District 31

[2] Notice of Non-Compliance from EPA to DPH dated April 19, 2013

[3] California CWSRF Program Evaluation Report for state fiscal year 2012, EPA.

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



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

MWD MEETING AGENDA

Board Meeting

December 10, 2013

12:00 p.m. -- Board Room

MWD Headquarters Building

700 N. Alameda Street

Los Angeles, CA 90012

1. Call to Order

- (a) Invocation: Guest
- (b) Pledge of Allegiance: Director James T. Edwards

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

- A. Approval of the Minutes of the Meeting for November 19, 2013. (A copy has been mailed to each Director) Any additions, corrections, or omissions
- B. Report on Directors' meetings attended at Metropolitan expense for month of November
- C. Approve committee assignments
- D. Chairman's Monthly Activity Report

6. DEPARTMENT HEADS' REPORTS

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

7. CONSENT CALENDAR ITEMS — ACTION

- 7-1 Grant conditional approval for Annexation No. 98 to Calleguas Municipal Water District and to Metropolitan Water District; and adopt resolution for imposition of water standby charges. (F&I)

[7-1 Board Letter and Attachments](#)

- 7-2 Appropriate \$1.8 million; and award \$796,000 procurement contract to Nth Generation Computing, Inc. for Hewlett Packard, Inc. enterprise-class Itanium servers (Approp. 15487) (E&O)

[7-2 Board Letter and Attachments](#)

(END OF CONSENT CALENDAR)

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8. OTHER BOARD ITEMS — ACTION

- 8-1 Authorize the execution and distribution of Remarketing Statements in connection with the remarketing of the Water Revenue Refunding Bonds (Index Mode), 2011 Series A-1/A-3 and 2009 Series A-2. (F&I)

8-1 Board Letter

8-1 Attachment 1

8-1 Attachment 2

8-1 Attachment 3

- 8-2 Authorize (1) renewal of the Municipal Water Quality Investigations Agreement with the Department of Water Resources and participating State Water Project contractors; and (2) renewal of the Municipal Water Quality Investigation Agreement with State Water Project Contractors Authority. (WP&S)

8-2 Board Letter and Attachment

- 8-3 Authorize the General Manager to execute an agreement with Imperial Irrigation District for participation in the Minute No. 319 Binational Pilot Project. (WP&S)

8-3 Board Letter

- 8-4 Appropriate \$5,430,000; and award \$3,725,000 contract to Mladen Buntich Construction co., Inc. to replace a portion of the lining in the Etiwanda Pipeline (Approp. 15441). (E&O)

8-4 Board Letter and Attachments

- 8-5 Appropriate \$22 million; and authorize construction contract change order for Stage 2 of the Weymouth Oxidation Retrofit Program (Approp. 15392). (E&O)

8-5 Board Letter and Attachments

- 8-6 Adopt Legislative Strategy for 2014. (C&L)

8-6 Board Letter

9. BOARD INFORMATION ITEMS

None

10. FUTURE AGENDA ITEMS**11. ADJOURNMENT**

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

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

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

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

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