



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

**AGENDA**  
**REGULAR MEETING**

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

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

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

5:00 PM

August 26, 2014

PLEDGE OF ALLEGIANCE

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

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

4. **CONSENT CALENDAR**

**A** Minutes: Regular Meeting of August 12, 2014 (Pg. 5) Approve

**B Monthly Investment Report as of July 31, 2014 (Pg. 17) Receive and File**

**C List of Demands: August 26, 2014 (Pg. 25) Receive and File**

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

**A Legislative and Regulatory Updates (Pg. 54)**

**B Water Supply Conditions and Drought Response (Pg. 58)**

**6. TREASURER**

**7. FACILITIES AND OPERATIONS**

**A SCADA Communications Upgrade Phase 1: Call for Bids (Pg. 60)**

Authorize a Call for Bids in accordance with the project specification and proposed bid schedule for the SCADA Communications Phase 1 Upgrade project and authorize the General Manager to approve a change of scope to MSO Technologies, Inc. in the amount of \$40,760.00 for additional design services.

**B Maintenance Agreement Renewal for Sewage Metering Stations (Pg. 67)**

Authorize the General Manager to issue a purchase order to ADS Environmental Services for maintenance and reporting services for sewer metering stations in the amount of \$32,311.00

**C Tract No. 44352 Calabasas Ridge Recycled Water Main Extension Project (Pg. 68)**

Find that the proposed recycled water system extension is statutorily exempt from the California Environmental Quality Act and authorize the General Manager to prepare and file a Notice of Exemption; approve a budget and appropriation in the amount of \$60,100 for the project; and authorize a Call for Bids upon completion of the design work for the Tract No. 44352 Calabasas Ridge Recycled Water Main Extension Project.

**D Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project: Call for Bids (Pg. 73)**

Authorize a Call for Bids for the Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project.

**8. FINANCE AND ADMINISTRATION**

**A Supply and Delivery of Diatomaceous Earth: Request for Bids (Pg. 76)**

Authorize a Request for Bids for the purchase and delivery of diatomaceous earth.

**B Supply and Delivery of Aluminum Sulfate: Request for Bids (Pg. 79)**

Authorize a Request for Bids for the supply and delivery of aluminum sulfate.

**C Supply and Delivery of Positive Displacement and Jet-Style Water Meters: Request for Bids (Pg. 82)**

Authorize a Request for Bids for positive displacement and jet-style water meters.

**D ACWA/JPIA Commitment to Excellence Program (Pg. 85)**

Approve participation in the ACWA/JPIA Commitment to Excellence Program and authorize the President, Board Members and General Manager to sign the Commitment to Excellence

form.

**E Claim by Ian Yip (Pg. 88)**

Deny the claim from Ian Yip.

**9. LEGAL SERVICES**

**A Update of Las Virgenes Municipal Water District Code: Review Session No. 3 (Pg. 94)**

Review the proposed updates to Title 3, Potable Water Service, of the Las Virgenes Municipal Water District Code and provide feedback to staff and the District's Legal Counsel.

**10. NON-ACTION ITEMS**

**A Organization Reports (Pg. 231)**

- (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**

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**13. CLOSED SESSION**

**A Conference with District Counsel – Anticipated Litigation. Pursuant to Government Code Section 54956.9(d)(2):**

Tort Claim of Benjamin Magendavid

**B Conference with District Counsel – Existing Litigation. Pursuant to Government Code Section 54956.9(a):**

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

**14. OPEN SESSION AND ADJOURNMENT**



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

**MINUTES  
REGULAR MEETING**

5:00 PM

August 12, 2014

**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 **5:05 p.m.** by Board President Caspary in the District offices. Daryl Betancur, Clerk of the Board conducted the roll call.

Present: Directors, Polan, Renger, Steinhardt, and Board President Caspary.

Absent: Director Peterson

Staff Present: David Pedersen, General Manager

Daryl Betancur, Clerk of the Board

David Lippman, Director of Facilities and Operations

Carlos Reyes, Director of Resource Conservation and Public Outreach

Don Patterson, Director of Finance and Administration

Wayne Lemieux, District Counsel

**2. APPROVAL OF AGENDA**

**A** Approval of agenda

General Manager Pedersen indicated that staff would like to request that the matter of Bonvino v. Las Virgenes Municipal Water District be added to the agenda; that an item arose after publication of the agenda for the Board to consider. District Counsel Lemieux stated that action needs to be taken on this matter before the next meeting.

Board President Caspary stated that he wanted to add that item to the agenda as item 10B and that the Board can move it up accordingly when District Counsel Keith Lemieux arrives. President Caspary also stated that he would like to reschedule item 7B, regarding the General Manager Employment Agreement, to a future agenda when there is a full Board; that there is a policy issue with this item,

which deserves the full Board's attention and is consistent with past Board practices.

Director Steinhardt commented that on item 7B he would hope that the Board would meet in private session to discuss.

District Counsel Lemieux stated that on the performance part of the contract, the Board needs to entertain discussion in closed session; however, the part of the contract that has to do with price has to be done in public.

Director Steinhardt further commented that the Board discussed what was going to be put together and now that has deviated from what the Board had discussed previously.

District Counsel Lemieux commented that he is in favor of listing it on the agenda for closed as well as open session because he does not think it is appropriate to discuss the performance part in open session and that could bleed into the content of the discussion; and that the Board needs to be vigilant when the Board goes into closed session to only talk about the performance part of that and that we can do it at the same meeting.

Board President Caspary stated that this will be put on a future agenda for closed session and open session when all Directors are here.

With the given changes, President Caspary called for a motion. Director Renger moved to approve the agenda. Motion seconded by Director Polan. Motion carried unanimously.

### 3. **PUBLIC COMMENTS**

Andrew Abrams, resident of Agoura Hills, spoke about the issue of keeping solar panels on the roof clean. He stated that his HOA (Morrison Ranch) is requiring him to wash his solar panels amidst the extreme drought when people are being asked to conserve water. He stated that he had attended his HOA meeting and asked questions and he was directed to the Water District to ascertain if the District has a policy on this.

There were several comments and questions from the Board on this subject. The comments included: that the washing of solar panels is an exemption to the limitations on water use (Renger); water run-off location (Renger); District's ruling on washing solar panels (Steinhardt); solar panel contracts require them to be cleaned once a year (Steinhardt); and home owner required to clean them up (Steinhardt) according to the respective contract in order to maintain their efficiency.

General Manager Pedersen spoke about the current provisions in the Las Virgenes Code and stated that it has a series of policies that pertain to water wasting; that the one that is relevant in this case has to do with using water for what is called cleaning or sweeping hard surfaces; he read the provision as written in the code. Mr. Pedersen stated that in this context the provision does not prohibit the use of water for cleaning solar panels.

June Slayton, resident of Agoura Hills, addressed the Board with a concern about a pervasive water leak she had on her property for over a year and for which she incurred substantial expenses and a high water usage bill; she stated that she would like the Board to address the issue of the water leak adjustments.

She commented that in May 2013 she had found a yellow tag on her gate, which was informing her about the water leak and because she wanted to take care of it right away, she proceeded to hire people to come to her property to attempt to find out the source of the leak; that after several repairs in terms of changing sprinkler valves and the timer on the sprinkler clock, the bills kept on coming and were higher and they could not find where the leak was; that she hired another contractor who began digging the yard up and changed some plumbing and that repair resulted in some high bills; that after this repair, she contracted with another plumber who came and apparently found a leak where the equipment was in the front and that after that, the water bills went back to normal. **ITEM 4A**

She went on to speak about the issue of the water adjustment policy and that she wanted to get specific information on this because staff had told her that the District only issues one \$20.00 credit in a 10-year period and that she had already used her \$20.00 credit since she had a leak 8 years prior.

She commented that while she recalls the leak, she does not recall having signed anything nor does she have any document saying that she signed or received a \$20.00 credit.

Following Ms. Slayton's comments, there was a substantial discussion about it. Board President Caspary stated that he wanted staff to let her know what the policy states as it relates to leak adjustments, which is a policy that is in writing and is a policy that has been adopted by the Board. He further stated that staff is not authorized to make changes to a policy that has been adopted by the Board only the Board can make that decision or make an exception to a policy that the Board has adopted.

Board President Caspary asked General Manager Pedersen to read the language of the policy.

General Manager Pedersen stated that the Board does have a policy that provides for leak adjustments for customers who have a leak and who can demonstrate that they repaired the leak; the policy as written currently and authorized by the Board, provides for one leak adjustment every ten years for customers and it includes agreement by the customer that those are the conditions of the adjustment; the adjustment is actually for one billing period only; the way the adjustment amount is determined is by comparing the billing period for which the leak occurred with the prior or the same period in the prior year and then taking the difference, and that difference being assumed to be the leak amount, dividing that in half and splitting that with the customer thus, the customer would pay for half that amount and the District would forgive the other half.

Mr. Pedersen stated that as it related to Ms. Slayton's account, there was a leak adjustment on October 20, 2008 for \$21.51; that the District's policy is to provide for leak adjustments for an amount up to \$1,500 as a maximum.

Director Steinhardt asked whether or not the District had any signed documents that indicated that Ms. Slayton got the money or acknowledges that. Further, he asked that if it is a policy that the District has to have a signed document from the rate payer.

General Manager Pedersen commented that it is the District's practice to have a signed document from the customer that shows the terms of the leak adjustment and staff does not have that document in this particular customer's file.

Director Steinhardt asked Ms. Slayton a number of questions to corroborate the fact that this matter is something that she brought to his attention as a rate payer; that there is no prior relationship or connection between her as a customer and him as a Director; that he is simply advocating for a rate payer of this water District who is seeking some help. Further, Mr. Steinhardt made comments relative to how this item was requested through the General Manager's Office to be placed on the agenda and that he was given the impression that it was so agendized and then after a discussion between the Board President and the General Manager, this item was pulled from the agenda and he was informed that it would be best that this item be placed on the agenda in the proper manner under the heading of public comments where future agenda items are discussed during Board meetings.

Board President Caspary stated that the District has a written policy as to how things get on agendas and that Director Steinhardt is well aware of how things get on agendas and that process is during public comments and he is well aware of this. Further, President Caspary stated that Director Steinhardt apparently promised something that he had yet to deliver; therefore, Director Steinhardt will have the opportunity at the end of the meeting to request a future agenda item under public comments and if he gets a second, it will then be on the agenda; and that the customer is welcome to come back at that time or not.

ITEM 4A

Director Steinhardt inquired of District Counsel Lemieux as to whether or not it is in the Code if the General Manager can put things on the agenda with District Counsel answering in the affirmative.

General Manager Pedersen outlined the process of how things get on the agenda and stated that the General Manager prepares the agenda; submits it to the President of the Board for review and approval; that was done and this was discussed with the President who opted to have this item as he described added at the request of the Director wanting it to be placed on a future agenda.

There was an in-depth discussion relative to the policy; how the policy can be applied to this particular set of circumstances; and whether or not Ms. Slayton had called the District to ask staff for assistance in determining if there was a leak. Director Renger commented that one of the services the District has is that the District will send somebody out to check the meter when everything else is turned off to see if the water was still flowing; and that the fact that staff can't find a document with her signature that is significant and that should come up again and we should discuss that.

The Board requested for Ms. Slayton to come back when this gets on a future agenda and for staff to notify Ms. Slayton in writing regarding when this comes back to the Board.

Director Steinhardt moved to place this item on the next agenda when the full Board will be here. Motion seconded by Director Polan.

#### 4. **CONSENT CALENDAR**

**A Minutes: Regular Meeting of June 24, 2014. Approve**

**B Director's Per Diem: July 2014. Ratify**

**C List of Demands: August 12, 2014. Approve**

Director Polan moved to approve the consent calendar items 4A-C. Motion seconded by Director Renger. Director Steinhardt thanked the Clerk of the Board for the minutes commenting that there is a little change in them and that he likes what was put together; therefore, he will sign them. Motion carried unanimously.

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

**A Sacramento-San Joaquin Bay Delta Emergency Preparedness: Presentation by Metropolitan Water District of Southern California**

General Manager Pedersen commented that at the July 8 Board meeting Director Renger had requested that staff bring back more information for the Board regarding emergency preparedness for an outage or an emergency situation in the Sacramento-San Joaquin Bay Delta. Mr. Pedersen introduced Randall Neudeck and Brandon Goshi from Metropolitan Water District to make the presentation.

There was a lengthy presentation on this subject, which included the following topics: water supply portfolio, key Delta risks (fishery declines, seismic risk, sea level rise and subsidence), how earthquakes could impact water supply, regional emergency storage and actions, emergency storage requirements and emergency storage calculation, other available storage options and locations, and conservation.

Answers to Board member questions were provided by Mr. Neudeck and Mr. Goshi.

**B Update on Water Conservation and Public Outreach Efforts (Item heard in conjunction with item 10A).**

ITEM 4A



General Manager Pedersen stated that staff was suggesting that this item be heard in conjunction with item 10A because it is a good segway into the discussion of the drought response measures.

Carlos Reyes, Director of Resource Conservation and Public Outreach briefed the Board on recent water conservation efforts by the District and went right into the presentation relative to item 10A.

In relation to emergency regulations, Mr. Reyes stated that this presentation will explain how the District proposes to comply with the new regulations imposed by the State Water Resources Control Board. He commented that the emergency regulations have two major components: 1) prohibited activities in promotion of water conservation and the levy of fines up to \$500.00 for each day of violation; and 2) mandatory actions by water suppliers, which are required to implement a Water Shortage Contingency Plan or limit irrigation to two days per week. He commented that MWD's Water Shortage Contingency Plan covers water shortages between 5% to 50%; spoke about the CADWR review of the 2010 Urban Water Management Plan; spoke about the different stages of water shortage conditions referred to as stages 1-4 and the different actions associated with each one.

Mr. Reyes also spoke about the triggers and key actions for the different stages, and mentioned that the proposed Water Shortage Contingency Plan includes the following:

- Stage 1- Water Shortage Alert (0 to 1%- Voluntary)
- Stage 2- Water Shortage Warning (10 to 20%- Voluntary)
- Stage 3- Water Shortage Emergency (20 to 50% mandatory reduction, outdoor watering restrictions)
- Stage 4- Critical Water Shortage Emergency (50% + reduction- no outdoor water use)

In addition to the prohibited activities, Mr. Reyes briefly touched upon what the exemptions were to the regulations, stating that watering is permitted at any time with a hand-held hose equipped with an automatic shut-off, a faucet-filled bucket of five-gallons or less, or a drip irrigation system; spoke about enforcement as well.

There were several questions from the Board relative to timing of irrigation limitations; reporting and enforcement requirements, what happens if someone under a Freedom of Information Act request wants to know who made a report on him; waters savings derived from high efficiency clothes washer and low-flow toilets, how much money the District gives out for that; the amount for each one of these categories. Mr. Reyes commented that for high efficiency clothes washers it is \$80.00 dollars per unit; and the high efficiency toilet is \$50.00 dollars per unit.

Director Renger further asked whether or not staff has any idea what would be saved per year for the number of units and if staff could find out how much the savings amount is for the toilets and washers.

District Counsel Lemieux stated that the Public Records Act has a few exceptions, some in the law enforcement area that are archaic but that he will look into it and report back.

Mr. Reyes stated that the recommended actions regarding this item include: approval of the updated Water Shortage Contingency plan; pass, approve and adopt Urgency Ordinance No. 274; and pass, approve and adopt Resolution No. 2460.

Board President Caspary asked as to whether or not staff is making a distinction between potable water customers and reclaimed water customers in terms of the odd/even irrigation schedule. Mr. Reyes stated that in this proposal staff did not make such a distinction.

There were a few more questions from the Board regarding drip irrigation and its enforcement with the understanding that this is exempted under the regulations and solar panels. General Manager Pedersen commented that when these emergency regulations were initially prepared, they were written in a more draconian fashion; he clarified the issue of watering hard surfaces stating that there are instances where it makes sense to use water on hard surfaces and that solar panels was specifically

mentioned in the ACWA comment letter.

Donna Robinson, Manager of the L.A. Pet Memorial Park Cemetery addressed the Board on the issue of the new regulations and associated compliance; she stated that she is seeking feedback related to how her organization can go about meeting the requirements of these regulations without causing any detrimental or significant impact to the maintenance of the park, considering that they have installed smart sprinklers; and what are the restrictions at this point that they need to comply with.

There was a lengthy discussion regarding Ms. Robinson's circumstances with General Manager Pedersen discussing several options including: outdoor irrigation shall be no more than three times per week; however, to address the issue of recycled water customers which is unique, the Board could consider some form of exception or exemption for recycled water system users that demonstrate that they employed best management practices for water conservation and indicate so on the property; explained why this is needed.

Following several comments and questions from the Board, Director Steinhardt made a motion as follows:

- Regarding solar panels, as Director Caspary had said, once every six months, using recycled water if at all possible; otherwise using potable water with a shuttle off nozzle;
- Add to it that...we put together a five member panel that each Board member selects someone to be on and that the District handles situations through that process where customers will work with staff to get those cases resolved and make decisions based on staff recommendations; and
- That the Board gives that entity a four-week moratorium on the situation, for the panel, staff, if necessary, the Board to make a final decision

District Counsel Lemieux suggested that this is essentially an amendment to the Ordinance that is being offered for the agenda or that it could be a change to the resolution that is on the agenda, especially the review panel part and since the review panel isn't something that is going to happen for four weeks anyway, that staff can bring back language to the Board on that issue at a later time for an amendment to the Ordinance that has a review panel provision.

Director Steinhardt asked District Counsel for clarification as to whether or not he was proposing to remove the five member panel with Mr. Lemieux stating that indeed that was his intention. Subsequently, Director Steinhardt conceded that he was willing to pull that part out in order to move this forward, but that he wanted to deal with the situation of the pet cemetery sooner rather than later.

Board President Caspary reiterated that basically he had restated what Mr. Pedersen, General Manager had said a little differently and that was that three day a week on an add/even basis or a demonstrated program for reclaimed water users that has the proper signage, has the smart controllers and has a high water efficiency factor that meets essentially the water use reductions of a three-day irrigation program.

Director Steinhardt stated that Board President Caspary's language could be the motion. Prior to the vote, Director Renger asked as to whether or not Mr. Steinhardt was abandoning the issue of the solar panels with Director Steinhardt answering in the affirmative noting that staff could look into that.

Director Steinhardt moved to adopt the proposed changes as recommended. Motion seconded by Director Renger. Motion carried unanimously.

District Counsel Lemieux stated that these changes will be folded into the Resolution.

General Manager Pedersen stated that because this relates to the adoption and passage of an Ordinance, the maker of the motion would need to conduct a first reading by title only and making a roll call vote. Mr. Pedersen further clarified that the motion was to move staff's recommendation with the

changes to the Resolution; that the Board needed to do the following: 1) approve the Updated Water Shortage Contingency Plan; 2) Waive the full reading of the Urgency Ordinance; and 3) pass, approve and adopt Resolution No. 2460 with the changes.

Clerk of the Board Betancur asked Director Steinhardt as the maker of the motion to read the title of the Ordinance and Resolution by title only into the record. Above stated motion carried by the following roll call vote:

AYES: Director(s): Polan, Renger, Steinhardt and Board President Caspary  
 NOES: Director(s): None  
 ABSTAIN: Director(s): None

**C Legislative and Regulatory Updates**

General Manager Pedersen updated the Board on the issue of the Water Bond; stating that the legislature needs to pass an alternate water bond bill by Friday, August 15 in order for it to get to the Governor and subsequently on the November Ballot.

**6. TREASURER**

Director Polan stated that he had met with Don Patterson, Director of Finance and Administration and that he is satisfied with the report.

**7. BOARD OF DIRECTORS**

**A CASA Annual Business Meeting: Board of Directors Election.**

**Designate and authorize a Board Member to cast the District’s vote in favor of the 12-member slate of directors recommended by the Nominations Committee of the California Association of Sanitation Agencies at its annual business meeting on August 21, 2014.**

Board President Caspary moved that Director Steinhardt cast the vote in favor of the 12 member slate of Directors. Director Polan seconded. Motion carried unanimously.

**B General Manager Employment Agreement: Consideration of Amendment.**

**Approve an amendment to the existing Employment Agreement for the General Manager to provide that upon termination of employment without cause, the District shall continue to pay the salary and medical/dental premiums for the General Manager for a period of nine months; and authorize the Board President to execute an amendment to the Employment Agreement for the same in a form approved by District Legal Counsel.**

Item pulled for future meeting when all Directors are present.

**8. FACILITIES AND OPERATIONS**

**A Recycled Water Reservoir No. 2 Improvements: Call for bids**

**Authorize a Call for Bids for the Recycled Water Reservoir No. 2 Improvements Project in accordance with the project specifications and proposed bid schedule.**

General Manager Pedersen presented the staff report and stated that this is a call for bids for this project; the Board back in February had approved a proposal for Pace Engineering to do the design work; the design work is now completed. Mr. Pedersen explained what the project entailed.

ITEM 4A

There were a number of questions from the Board regarding discharge limits, using fishing lines, and

birds of prey.

Director Renger moved to approve as recommended by staff. Motion seconded by Director Steinhardt. Motion carried unanimously.

## 9. **FINANCE AND ADMINISTRATION**

### **A Supply of Cla-Val Parts and Products: Award**

**Accept the bid from Ferguson Waterworks and authorize the General Manager to execute a one-year contract with Ferguson Waterworks in the amount of \$100,000, with three one-year renewal options, for the supply of Cla-Val parts and products.**

General Manager Pedersen stated that the District had a request for bids for the purchase of Cla-Val parts and products and that staff received four bids; he explained the process of what is contained in the bids and spoke about the significant discount received.

Director Steinhardt interjected and stated that he may have to recuse himself due to a potential conflict of interest and asked District Counsel if he should recuse himself since he had done some business with one of these vendors.

District Counsel Lemieux stated that if Director Steinhardt had something to gain, then he should leave the room or sit in the audience. Director Steinhardt stepped off the dais and accordingly left the room at **7:24 p.m.**

Director Polan moved to accept staff's recommendation. Motion seconded by Director Renger. Motion carried by the following vote:

AYES:	Director(s):	Polan, Renger, and Board President Caspary
NOES:	Director(s):	None
ABSTAIN:	Director(s):	Steinhardt (Recused)

Following the vote, Director Steinhardt returned to the dais at **7:26 p.m.**

### **B Annual Backflow Prevention Device Testing: Request for Bids**

**Authorize a Request for Bids for annual testing of backflow prevention devices.**

Director Renger asked if customers are charged for backflow device testing. General Manager Pedersen asked Carlos Reyes, Director of Resource Conservation and Public Outreach to provide clarification.

Mr. Reyes commented that there are three situations where the District requires a backflow device on services: 1) if you have recycled water going into the property, so there is a backflow device on the potable water supply line; 2) where a customer has multiple services (that is multiple potable water services) going into the property so that there is a possibility that customer can cross-connect those services within the property; and 3) where the customer has an alternate water supply on the property such as a tank or well, then, the customer would need to have a backflow device.

Director Renger clarified as to whether or not the District is charging the customer or if the District is footing the bill for the backflow device testing. Mr. Reyes commented that the only instance where the District does not charge a customer for the initial test of the backflow device is for recycled water, meaning that for recycled water customers the District pays for the cost of the initial testing; that all the other customers pay for that testing, which ends up in their water bill.

Director Steinhardt moved to accept staff's recommendation. Motion seconded by Director Renger. Motion carried unanimously.

Motion carried unanimously.

**C Supply and Delivery of Sodium Bisulfate: Request for Bids.**

**Authorize a Request for Bids for the supply and delivery of sodium bisulfate; and authorize the General Manager to approve a purchase order with JCI Jones Chemicals, Inc., for an amount not to exceed \$30,800, to continue supplying and delivering sodium bisulfite for approximately two months, pending selection of a new vendor.**

Director Renger moved to accept staff's recommendation. Motion seconded by Director Steinhardt. Motion carried unanimously.

**D Financial Review for Fourth Quarter of FY 2013-14: Preliminary.**

Don Patterson, Director of Finance and Administration presented the staff report and discussed the highlights of the report including: total enterprise operation, noting that the revenues and expenditures continue to outpace the budget as a result of the increase in potable water demands during the last fiscal year; spoke about the total operating revenues and the source of supply; spoke about the potable water financial component this year, indicating that the total operating revenue estimated actual is just over \$35 million versus the \$32.4 million dollar budget and that is reflective of the increase in the potable water usage; spoke about operating income available for replacement projects, which came about even, noting that in the potable water area, the District has been drawing on the reserves to pay for the capital improvement projects and on-going maintenance, which is an important consideration as the District moves forward with the rate study. Other topics covered by Mr. Patterson included highlights of the recycled water funds and sanitation funds.

There were a few questions from the Board regarding: positive balance in the recycled water fund and what happens to that money; whether or not the estimated actuals included the accruals for the end-of-the-year as it relates to the audit.

Staff responded that what staff presented was not the audited numbers and that due to the results of the audit, the numbers may change somewhat once the year-end closing is done.

Director Renger moved to receive and file. Motion seconded by Director Polan and carried unanimously.

**10. RESOURCE CONSERVATION AND PUBLIC OUTREACH**

**A Drought Response Measures: Updated Water Shortage Contingency Plan, Urgency Ordinance Amending Las Virgenes Code as it relates to Water Conservation and Water Shortage, and Resolution Establishing the Water Shortage Level and Restricting Outdoor Irrigation. (Item moved up on the agenda and heard with item 5B).**

Approve the updated Water Shortage Contingency Plan; waive the full reading of proposed Urgency Ordinance No. 274, Amending Ordinance No. 11-86-161 (Las Virgenes Code) as it relates to Water Conservation and Water Shortage; pass, approve and adopt the Urgency Ordinance, given first reading by title only, by a roll call vote; order publication within 30 days of adoption using a summary of the Urgency Ordinance; and pass; approve and adopt Resolution No. 2460, establishing the water shortage level and restricting outdoor irrigation.

URGENCY ORDINANCE NO. 274: AN URGENCY ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING ORDINANCE NO. 11-86-161 (LAS VIRGENES CODE) AS IT RELATES TO WATER CONSERVATION AND WATER SHORTAGE

RESOLUTION NO. 2460: A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ESTABLISHING THE WATER SHORTAGE ~~ITEM 4A~~ AND

## RESTRICTING OUTDOOR IRRIGATION.

**B Bonvino v. Las Virgenes Municipal Water District. (Added to agenda by Board's consent)**

District Counsel Keith Lemieux provided a brief status report relative to the Bonvino case and stated that he had good news for a change in that Counsel for the plaintiff had notified District Counsel that he was seeking to dismiss the case; that what he was asking from the District was an agreement that he will dismiss the case with prejudice in exchange for a waiver of cost from the District; and that it is District Counsel's recommendation that the District accept said offer.

Board President Caspary moved to accept offer from opposing counsel to dismiss the case with prejudice. Motion seconded by Director Renger. Motion carried unanimously.

**11. NON-ACTION ITEMS****A Organization Reports**

(1) MWD

None

(2) Other – None

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

Director Steinhardt reported on the ACWA Region 8, 9, and 10 meeting to discuss the October 26 and 27 conference; that the subject of MWD v. San Diego County Water Authority was taken off the table as a discussion item; spoke about the list of events at the conference including a water conservation panel with different participants from the Region to ascertain what they have done relative to conservation efforts.

**C General Manager Reports**

(1) General Business

General Manager Pedersen reported on a couple of items including the 5-million gallon tank inspection tour, which went well and was well-attended by 82 guests; recognized all employees who helped coordinate the event; spoke about the Bay Delta Conservation Plan that the comment period had closed with the District submitting a comment letter, which was also provided to the Board; spoke about the upcoming State Water Project Tour on September 20-22; made reference to the list of items included on the Board's calendar.

(2) Follow-Up Items

None.

**D Director's Comments**

Director Polan commented on the issue of rebranding and asked that this be looked at closely and that every effort is made to move this along. General Manager Pedersen stated that he will be attending a meeting on August 28 in Orange County regarding this topic and that he will report back with additional information. There was a brief discussion on this item with some directors stating that while they are in support of a rebranding effort, it is best to take time as this is an important effort where the District has only one chance to get it right.

ITEM A

**12. FUTURE AGENDA ITEMS**

None

**13. PUBLIC COMMENTS**

None

**14. CLOSED SESSION**

The Board recessed to Closed Session at **8:29 p.m.**, and reconvened at **8:34 p.m.**

**A Threat to Public Services or Facilities. Pursuant to Government Code Section 54957 (a):**

Consultation with David Pedersen, General Manager

**B Conference with District Counsel- Existing Litigation. Pursuant to Government Code Section 54956.9 (a):**

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

**15. OPEN SESSION AND ADJOURNMENT**

District Counsel Lemieux reported that the Board had met in closed session and entertained a briefing on Cyber Security by Harold Matthews, Information Systems Manager and that no action was taken.

On the matter regarding Las Virgenes- Triunfo Joint Powers Authority v. United States Environmental Protection Agency and Heal the Bay, Inc. v. Lisa P. Jackson, no action was taken.

Seeing no further business to come before the Board, the meeting was duly adjourned at **8:35 p.m.**

---

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

ATTEST:

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

(SEAL)





August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

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**Subject: Monthly Investment Report as of July 31, 2014 (Pg. 17)**

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**SUMMARY:**

The Monthly Investment Report transmits to the Board a summary of all investments held by the District as of the end of each month. This report also presents to the Board a detailed listing of all investments held and comparisons to the same period during the previous fiscal year.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

No

**DISCUSSION:**

The Monthly Investment Report provides an update of the District's pooled investments including those held in the Local Agency Investment pool (LAIF), direct investments, and investments held for the Refunding Bond reserve. As of July 31, 2014, the District held \$68,566,716 in its portfolio. The majority of the funds are held in the District's investment accounts that had a July 31, 2014 value of \$41,910,680. LAIF held the majority of the remaining funds in the amount of \$23,741,351.

**GOALS:**

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Donald Patterson, Director of Finance and Administration

**ATTACHMENTS:**

[July Investment Report](#)

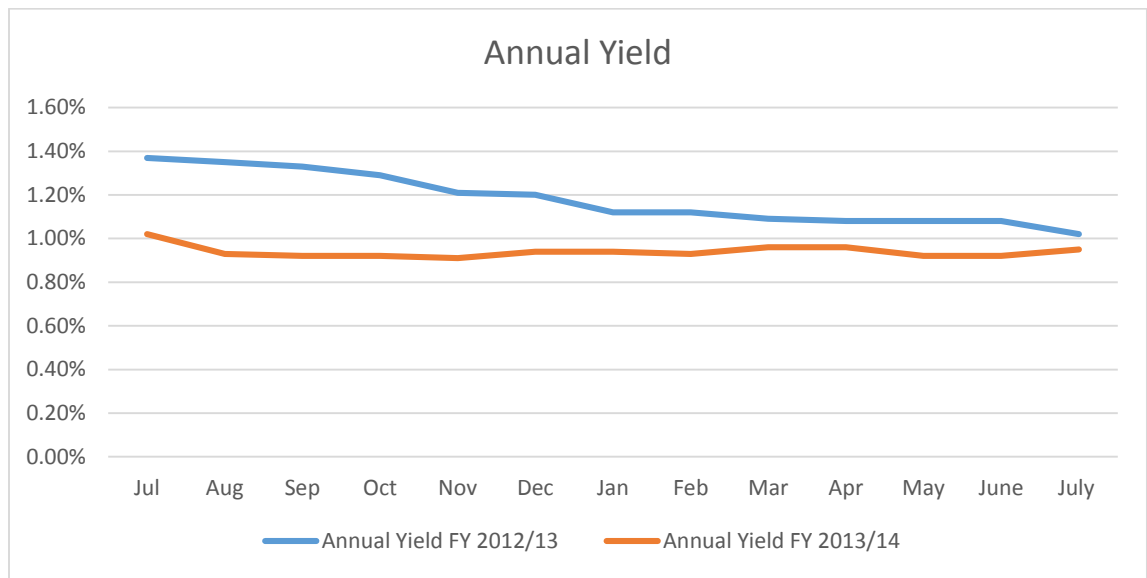
[List of Investments](#)

[Appendix A](#)

**MONTHLY INVESTMENT REPORT AS OF JULY 31, 2014**

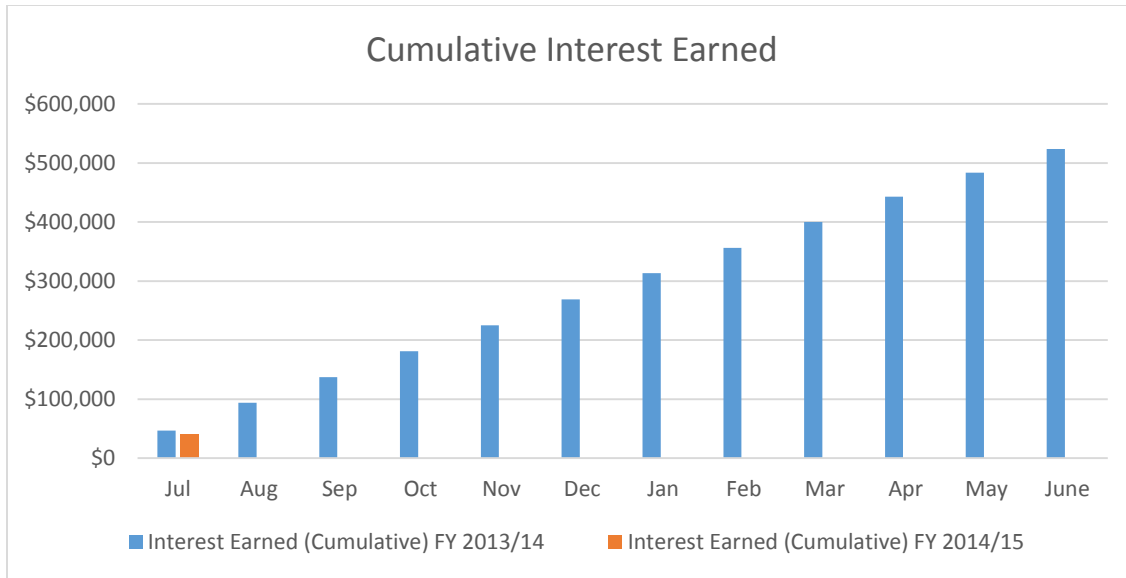
The Monthly Investment Report provides an update of the Districts pooled investments, including funds held in the Local Agency Investment Pool (LAIF), direct investments, and investments held for the Refunding Bond reserve, sweep accounts and money market accounts. As of July 31, 2014, the District held \$68,566,716 in its portfolio. The majority of the funds are held in the District’s investment accounts that had a July 31 value of \$41,910,680. LAIF held 34.62% of the total invested funds at \$23,741,351. The significant portion of remaining funds were held as required reserves for the Bond Refunding.

Annual yield for the District’s Investment portfolio nudged up to 0.95% in July from a 0.92% realized in July 2014. The following chart shows annualized monthly yield over the current and last fiscal years. As the chart shows, yields have largely remained flat since August 2013. Staff does not forecast yields to change significantly for the remainder of the calendar year.

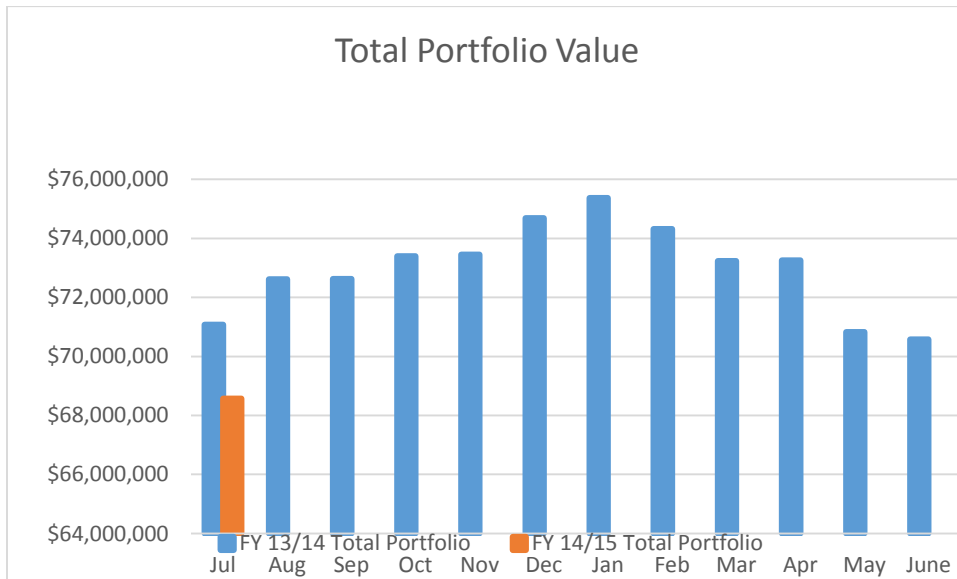


The interested earned from all investments in the portfolio during the current fiscal year has predictably continued the trend seen throughout Fiscal Year 2013/14. The following chart shows cumulative interested earned over the previous two fiscal years. Since there is no indication of interest rates increasing through the remainder of the current fiscal year, staff projects that the current trend will continue.

**MONTHLY INVESTMENT REPORT AS OF JULY 31, 2014**

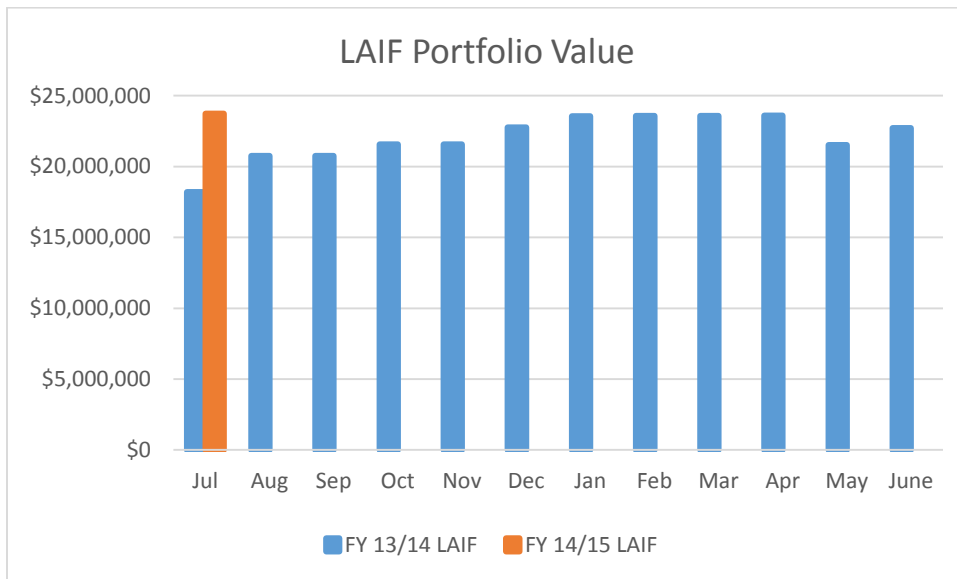
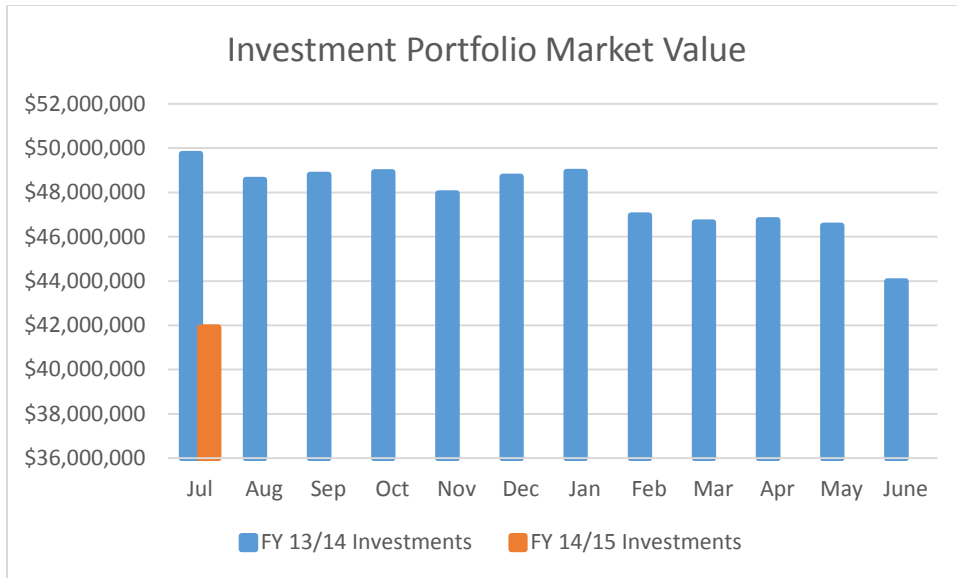


The market value of the portfolio as of July 31, 2014 is 3.5% lower than July 31, 2013. The portfolio typically fluctuates as funding is needed for capital projects. The chart below shows the total portfolio value over time.



On average, the District maintains approximately 30-35% of the portfolio in LAIF and 65-70% in direct investments. The following charts show the value of the District’s Investment Portfolio and LAIF. During the last month, the District has had a greater percentage of investments in LAIF due to a number of investments that matured.

**MONTHLY INVESTMENT REPORT AS OF JULY 31, 2014**



The District’s Investment Portfolio is detailed on the following pages.

Date: August 14, 2014  
 To: David W. Pedersen, General Manager  
 From: Finance and Administration Department  
 Subject: Investment Report for the Month of July 2014

**Summary of Investments**

**Investments Maturing Within Six Months:**

Disc./Cpn Rate	Yield To Maturity	Investment Type	Date Invested	Date Matures	Book Value	Par Value	Market Value	Market Value Source
1.500%	1.500%	FNMA-Callable Coupon	09/08/10	09/08/14	1,000,000	1,000,000	1,001,480	Custodian
					1,000,000	1,000,000	1,001,480	
<b>Sub-Total</b>								
<b>Investments Maturing After Six Months:</b>								
2.000%	2.000%	FHLB-Bullet	03/15/11	03/30/15	1,000,000	1,000,000	1,012,270	Custodian
1.250%	1.250%	FHLMC-Callable Coupon	02/17/12	02/17/17	1,000,000	1,000,000	1,003,180	Custodian
0.670%	0.670%	FNMA-Bullet	03/26/12	08/26/15	1,000,000	1,000,000	1,004,690	Custodian
1.050%	1.050%	FFCB-Bullet	03/28/12	03/28/16	1,000,000	1,000,000	1,010,080	Custodian
1.270%	1.270%	FHLB-Bullet	03/30/12	03/02/17	1,000,000	1,000,000	1,009,950	Custodian
0.980%	0.980%	FFCB-Callable Coupon	09/18/12	09/18/17	1,000,000	1,000,000	994,900	Custodian
0.900%	0.921%	FNMA-Callable Coupon	10/25/12	10/25/17	999,000	1,000,000	990,570	Custodian
0.625%	0.700%	FHLMC-Bullet	10/26/12	11/01/16	997,040	1,000,000	997,660	Custodian
0.820%	0.860%	FFCB-Callable Coupon	10/26/12	07/11/17	998,000	1,000,000	992,110	Custodian
0.75% & Up	1.045%	FNMA-Callable Coupon	11/21/12	11/21/17	1,000,000	1,000,000	995,090	Custodian
0.625%	0.625%	FNMA-Callable Coupon	11/28/12	11/28/16	2,000,000	2,000,000	1,987,160	Custodian
0.740%	0.550%	Montgomery-Muni Bond	11/29/12	04/01/15	1,004,400	1,000,000	1,000,510	Custodian
0.5% & Up	1.047%	FNMA-Callable Coupon	12/07/12	11/28/17	1,000,000	1,000,000	998,740	Custodian
0.600%	0.600%	FFCB-Callable Coupon	12/13/12	12/12/16	1,000,000	1,000,000	997,360	Custodian
0.600%	0.580%	Port Auth NY&NJ-MuniBor	12/19/12	12/01/15	1,000,580	1,000,000	997,900	Custodian
0.600%	0.600%	FFCB-Bullet	12/27/12	12/27/16	1,000,000	1,000,000	996,830	Custodian
0.500%	0.500%	FHLB-Callable Coupon	12/28/12	06/28/16	1,000,000	1,000,000	996,770	Custodian
0.850%	0.850%	AZSHGR-Muni Bond	01/17/13	06/01/15	2,205,000	2,205,000	2,212,232	Custodian
0.5% & Up	1.141%	FHLB-Callable Coupon	02/07/13	02/07/18	1,000,000	1,000,000	991,670	Custodian
1.585%	1.100%	LVNSCD-Muni Bond	02/20/13	11/01/17	1,022,130	1,000,000	1,002,670	Custodian
0.600%	0.600%	FNMA-Callable Coupon	02/25/13	08/25/16	1,000,000	1,000,000	997,330	Custodian
1.000%	1.000%	NJSMFH-Muni Bond	03/26/13	11/01/14	1,245,000	1,245,000	1,245,647	Custodian
0.690%	0.690%	PST-Muni Bond	03/26/13	11/01/16	1,000,000	1,000,000	992,600	Custodian
1.000%	1.000%	FHLMC-Callable Coupon	03/26/13	03/26/18	1,000,000	1,000,000	983,880	Custodian
0.8% & Up	1.145%	FNMA-Callable Coupon	03/27/13	03/27/18	1,000,000	1,000,000	994,070	Custodian
0.85% & Up	1.170%	FNMA-Callable Coupon	03/28/13	03/28/18	1,000,000	1,000,000	993,000	Custodian
1.020%	1.020%	FHLMC-Callable Coupon	04/30/13	04/30/18	999,500	1,000,000	980,900	Custodian

LVMWD Investment Report for the Month Ending July 31, 2014

Disc./Cpn Rate	Yield To Maturity	Investment Type	Date Invested	Date Matures	Book Value	Par Value	Market Value	Market Value Source
<b>Investments Maturing After Six Months (continued):</b>								
0.950%	0.950%	FHLMC-Callable Coupon	05/22/13	05/22/18	1,000,000	1,000,000	981,120	Custodian
0.750%	0.750%	FHLMC-Callable Coupon	05/28/13	11/28/17	1,000,000	1,000,000	981,010	Custodian
0.75% & Up	1.117%	FNMA-Callable Coupon	05/29/13	05/29/18	1,000,000	1,000,000	991,050	Custodian
0.832%	0.832%	ARLDEV-Muni Bond	06/03/13	12/15/16	1,585,000	1,585,000	1,578,010	Custodian
1.250%	1.250%	FHLB-Callable Coupon	06/26/13	06/26/18	1,000,000	1,000,000	996,970	Custodian
1.870%	1.870%	FHLB-Callable Coupon	12/26/13	12/26/18	1,000,000	1,000,000	1,005,140	Custodian
0.625% & Up	1.648%	FHLMC-Callable Coupon	02/05/14	02/05/18	1,000,000	1,000,000	1,000,710	Custodian
1.300%	1.300%	FHLMC-Callable Coupon	02/27/14	02/27/18	1,000,000	1,000,000	995,710	Custodian
1.800%	1.800%	FHLMC-Callable Coupon	02/27/14	02/27/19	1,000,000	1,000,000	1,003,700	Custodian
1.800%	1.800%	FHLMC-Callable Coupon	03/12/14	03/12/19	1,000,000	1,000,000	1,005,080	Custodian
1 1/2%	1.896%	FHLB-Callable Coupon	05/28/14	05/28/19	1,000,000	1,000,000	990,930	Custodian
Sub-Total					41,055,650	41,035,000	40,909,200	
Total Investments					42,055,650	\$42,035,000	41,910,680	

Note: Gov. Agency Coupon Notes will distribute interest every six month.

1-CPNRT=0.75% to 11/15; thereafter 1.5%.

3-CPNRT=0.5% to 2/14; 0.75% to 2/15; 1% to 2/16; 1.5% to 2/17; thereafter 2%.

5-CPNRT=0.85% to 9/15; 1% to 9/16; 1.5% to 9/17; thereafter 2.5%.

7-CPNRT=0.625% to 2/15; thereafter 2%.

2-CPNRT=0.5% to 8/14; 1% to 8/15; thereafter 1.5%.

4-CPNRT=0.8% to 9/15; thereafter 1.5%.

6-CPNRT=0.75% to 5/16; 1% to 5/17; 2% to 11/17; thereafter 3%.

8-CPNRT=1% to 11/14; thereafter 2%.

**Interest earnings for the month were as followed:**

Investment	Amount Earned/Accrued	Current Yield
Refunding Revenue Bonds - Reserve Fund (Bank of New York Mellon)	\$553	0.244%
Investments	34,832	0.950%
Local Agency Investment Fund (LAIF)	4,748	0.244%
Reich & Tang Daily Income - US Treasury Money Market Fund	1	0.010%
Sweep Accounts (Wells Fargo Bank/Bank of New York Mellon)	17	0.010%
<b>Total Earnings</b>	<b>\$40,151</b>	

**Schedule of Investment Balance Limitations (Per District investment policy)**

The source of the market valuation is as followed:

Investments (Note 1)	Total Amount Invested	% of Total	Max. Limit Allowed
Refunding Revenue Bonds - Reserve Fund (Bank of New York Mellon/LAIF)	\$42,055,650	61.34%	no limit
Reich & Tang Daily Income - US Treasury Money Market Fund (Union Bank)	2,766,387	4.03%	1 yr debt pmt.
Local Agency Investment Fund (LAIF)	3,328	0.00%	no limit
<b>Total</b>	<b>23,741,351</b>	<b>34.63%</b>	<b>50,000,000</b>
	<b>\$68,566,716</b>	<b>100.00%</b>	

(Note 2)

Note 1: The average weighted duration for investments, excluding LAIF, is 976 days, which is under the assumption that callable coupons will not be called and will be held until maturity.  
 Note 2: In July 2014, estimated Joint Powers Authority's participation in investment is \$6,700,372.08, of which \$5,310,350.88 (or 79.25%) belongs to LV.

LVMWD Investment Report for the Month Ending July 31, 2014

Bank Account Balances as of July 31, 2014:

Bank Name	Account Type	Amount
Wells Fargo Bank	Checking	\$196,725 (Note 3)
Wells Fargo Bank	Sweep	1,377,108
Bank of New York Mellon	Money Market	-
	<b>Total</b>	<b>\$1,573,833</b>

Note 3: This is bank balance without adjusting for outstanding checks. The total amount of outstanding checks is unavailable at the time of reporting.

"All District investments are included in this report and all investments, except those relating to debt issues and deferred compensation programs funds, conform to District investment policy. All investment transactions within the period covered by this report, except for the exceptions noted above, conform to District investment policy. Deferred compensation program funds are not included in this report; their investment is directed by individual employees participating in the deferred compensation program and not by the District. Debt issue funds are included in this report; their investment is controlled by specific provisions of the issuance documents and not by the District."

"The deposits and investments of the District safeguard the principal and maintain the liquidity needs of the District, providing the District with the ability to meet expenditure requirements for the next six months. The maturity dates are compatible with foreseeable cash flow requirements. The deposits and investments can be easily and rapidly converted into cash without substantial loss of value."



David W. Pedersen, General Manager

Approved for August 26, 2014 Agenda:

I HEREBY CERTIFY THAT THE FOREGOING IS TRUE AND CORRECT

TO THE BEST OF MY KNOWLEDGE

Leonard Polan, Treasurer

### Definitions

- Disc./Cpn Rate – The yield paid by a fixed income security.
- Yield to Maturity – The rate of return of a security held to maturity when interest payments, market value and par value are considered.
- Bullet – A fixed income security that cannot be redeemed by the issuer until the maturity date.
- Callable – A fixed income security that can be redeemed by the issuer before the maturity date.
- Book Value – The price paid for the security.
- Par Value – The face value of a security.
- Market Value – The current price of a security.
- Custodian – The financial institution that holds securities for an investor.

### Investment Abbreviations

- FHLB – Federal Home Loan Bank
- FHLMC – Federal Home Loan Mortgage Corporation (Freddie Mac)
- FNMA – Federal National Mortgage Association (Fannie Mae)
- FFCB – Federal Farm Credit Bank
- Bonds
  - NYCGEN – New York City Transitional Finance Authority Future Tax Secured Bond
  - KYSHSG – Kentucky State Housing
  - Montgomery – Montgomery, AL General Obligation Bond
  - PORTRN – Port Authority of New York & New Jersey Revenue Bond
  - AZSHGR – Arizona Board of Regents University of Arizona System Revenue Bond
  - LVNSCD – Las Virgenes Unified School District
  - NJSMFH – New Jersey State Mortgage Finance & Housing
  - PTS – Port of Seattle
  - ARLDEV – Arlington County Development Authority Revenue Bond



LAS VIRGENES MUNICIPAL WATER DISTRICT

To: LEONARD POLAN, TREASURER

Payments for Board Meeting of : August 26, 2014

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. 66650 through 66774 were issued in the total amount of \$ 1,023,372.88

Payments through wire transfers as follows:

None

Total payments \$ 1,023,372.88

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

**CHECK LISTING FOR BOARD MEETING  
08/26/14**

Company Name	Company No.	Check No. 66650 thru 66672 08/12/14	Amount	Check No. 66673 thru 66718 08/19/14	Amount	Check No. 66719 thru 66774 08/26/14	Amount	Total
Potable Water Operations	101	121,544.77		29,029.47		27,479.59		178,053.83
Recycled Water Operations	102	617.58						617.58
Sanitation Operations	130	13,925.59		1,405.61		192.35		15,523.55
Potable Water Construction	201							0.00
Water Conservation Construction	203							0.00
Sani- Construction	230							0.00
Potable Water Replacement	301	30,941.81		247,549.77		62,388.08		340,879.66
Reclaimed Water Replace	302							0.00
Sanitation Replacement	330							0.00
Internal Service	701	35,016.19		36,437.85		34,036.39		105,490.43
JPA Operations	751	210,326.74		26,587.98		113,742.71		350,657.43
JPA Construction	752							0.00
JPA Replacement	754					35,610.40		35,610.40
<b>Total Printed</b>		<b>412,372.68</b>		<b>341,010.68</b>		<b>273,449.52</b>		<b>1,026,832.88</b>
<b>Voided Checks/ payment stopped:</b>								
Ck#66445	101	(3,460.00)						(3,460.00)
<b>Total Voids</b>		<b>(3,460.00)</b>		<b>0.00</b>		<b>0.00</b>		<b>(3,460.00)</b>
<b>Net Total</b>		<b>408,912.68</b>		<b>341,010.68</b>		<b>273,449.52</b>		<b>1,023,372.88</b>

Batch Number - 232690  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
66650	08/12/14	19269	ACC BUSINESS	INTERNET-P/E 7/10/14	PV	134096	001	00701	1,022.52	141936319
				Payment Amount					1,022.52	
66651	08/12/14	17361	ACCURATE FIRST AID SERVICES	FIRST AID SUPPLIES-HQ	PV	134149	001	00701	177.94	6554
				FIRST AID	PV	134150	001	00701	162.19	6555
				SUPPLIES-OPS	PV	134151	001	00701	294.11	6553
				SUPPLIES-WLK					634.24	
66652	08/12/14	2317	ACORN NEWSPAPER	Payment Amount JANITRL SVC BID NOTICE 7/10/14	PV	134203	001	00701	54.00	M-0482/JANITO RIAL
				Payment Amount					54.00	
66653	08/12/14	8680	ADS, LLC	7/14 ADS FLW MONITORNG	PV	134152	001	00701	673.15	12878.22-0714
				7/14 ADS FLW MONITORNG	PV	134152	002	00701	2,019.45	12878.22-0714
66654	08/12/14	17396	ALL STAR FENCE & CONCRETE	Payment Amount INSTALL FENCE @ TWNLK TNK	PV	134210	001	00701	2,692.60	7-30-2014
				Payment Amount					20,385.00	
66655	08/12/14	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	4/24 WTR SYMP-L.POLAN	PV	134206	001	00701	215.00	05-7728
				Payment Amount					215.00	
66656	08/12/14	2513	CAPCO ANALYTICAL SERVICES	7/14 MNTHLY DGSTR GAS TEST	PV	134153	001	00701	366.25	141856
				Payment Amount					215.00	
66657	08/12/14	4586	CONSOLIDATED ELECTRICAL DISTRIBUTORS	RIGID PIPE THRDR, CART&CHK KIT	PV	134098	001	00701	10,556.81	9009-700073
				Payment Amount					366.25	
66658	08/12/14	3382	CSMFO	Payment Amount REG-INV ACTG 9/4/14 JC	PV	134111	001	00701	75.00	090414
				Payment Amount					10,556.81	
66659	08/12/14	17852	CYBER COPY	PLAN COPIES	PV	134205	001	00701	1,214.34	A021666
				Payment Amount					75.00	

Batch Number - 232690  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
66660	08/12/14	11330	DIAL SECURITY	Payment Amount 8/14 SECURITY	PV	134099	001 00701	45.00	228981
				SVC@TAPIA					
				8/14 SECURITY	PV	134100	001 00701	80.00	228982
				SVC@RLV					
				8/14 SECURITY	PV	134101	001 00701	35.00	228983
				SVC@RLV FARM					
				8/14 SECURITY	PV	134102	001 00701	70.00	228984
				SVC@WLK					
				8/14 SECURITY	PV	134103	001 00701	35.00	228985
				SVC@WLK P/S					
				8/14 SECURITY	PV	134104	001 00701	278.00	228980
				SVC@HQ					
				Payment Amount				543.00	
66661	08/12/14	14591	EMISSION COMPLIANT CONTROLS CORP.	CORNELL P/S ENG RPR	PV	134097	001 00701	2,750.97	PSO2810
				Alt Payee					
				15750 EMISSION COMPLIANT CONTROLS CORP. C/O PRE-BANC BUSINESS CREDIT, INC. P. O. BOX 16727 IRVINE CA 92623-6727					
				Payment Amount				2,750.97	
66662	08/12/14	2658	FEDERAL EXPRESS CORP	1 PKG DEL 7/24/14	PV	134112	001 00701	24.58	2-735-60703
				Payment Amount				24.58	
66663	08/12/14	15704	GARY FIELDS	REIMB-EXP RE ESRI CONF 7/13-18	PV	134146	001 00701	150.72	071814
				Payment Amount				150.72	
66664	08/12/14	2743	JOBS AVAILABLE	AD-ENGR RECRUITMT 7/29/14	PV	134147	001 00701	331.50	1416024
				Payment Amount				331.50	
66665	08/12/14	3164	LEMIEUX & O'NEILL	RETAINER-JUL' 14 PROF SRV-JUL'14 PROF SRV-JUL'14	PV	134113	001 00701	7,000.00	140-999M/0714
				Payment Amount				7,000.00	
				14 PROF	PV	134114	001 00701	1,280.27	140M/0714
				SRV-JUL'14 PROF	PV	134114	002 00701	99.28	140M/0714

Batch Number - 232690  
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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
				PROF	PV	134114	003 00701	6,607.14	140M/0714
				SRV-JUL'14					
				PROF	PV	134114	004 00701	20.96	140M/0714
				SRV-JUL'14					
				PROF	PV	134114	005 00701	2,723.44	140M/0714
				SRV-JUL'14					
				PROF	PV	134114	006 00701	6,800.00	140M/0714
				SRV-JUL'14					
				Payment Amount			24,531.09		
66566	08/12/14	17295	MAILFINANCE	8/23--9/22/14	PV	134115	001 00701	411.41	H4812535
				PSTG MCHN RNT					
				Payment Amount			411.41		
66567	08/12/14	15800	SAFE AND BEAUTIFUL TREE CO., INC.	TWIN LKS P/S	PV	134116	001 00701	2,500.00	072314
				TREE RMVL					
				Payment Amount			2,500.00		
66568	08/12/14	2957	SOUTHERN CALIFORNIA EDISON	ENERGY-JUL'14	PV	134145	001 00101	182.95	2869/080214
				ENERGY-JUL'14					
				ENERGY-JUL'14	PV	134145	002 00101	26.81	2869/080214
				ENERGY-JUL'14	PV	134145	003 00101	580.17	2869/080214
				ENERGY-JUL'14	PV	134145	004 00101	25.08	2869/080214
				ENERGY-JUL'14	PV	134145	005 00101	101.01	2869/080214
				ENERGY-JUL'14	PV	134145	006 00101	27.67	2869/080214
				ENERGY-JUL'14	PV	134145	007 00101	16.11	2869/080214
				ENERGY-JUL'14	PV	134145	008 00101	10.74	2869/080214
				ENERGY-JUL'14	PV	134145	009 00101	25.08	2869/080214
				ENERGY-JUL'14	PV	134145	010 00101	29.11	2869/080214
				ENERGY-JUL'14	PV	134145	011 00101	28.53	2869/080214
				ENERGY-JUL'14	PV	134145	012 00101	6,155.69	2869/080214
				ENERGY-JUL'14	PV	134145	013 00101	6,721.39	2869/080214
				ENERGY-JUL'14	PV	134145	014 00101	80.05	2869/080214
				ENERGY-JUL'14	PV	134145	015 00101	4,775.02	2869/080214
				ENERGY-JUL'14	PV	134145	016 00101	2,002.80	2869/080214
				ENERGY-JUL'14	PV	134145	017 00101	25.85	2869/080214
				ENERGY-JUL'14	PV	134145	018 00101	286.83	2869/080214
				ENERGY-JUL'14	PV	134145	019 00101	4,553.94	2869/080214
				ENERGY-JUL'14	PV	134145	020 00101	105,767.50	2869/080214
				ENERGY-JUL'14	PV	134145	021 00101	70,511.67	2869/080214
				ENERGY-JUL'14	PV	134145	022 00101	28.92	2869/080214

Batch Number - 232690  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Co	Key	Amount	Invoice Number
ENERGY-JUL'14					PV	134145	023	00101		1,425.34	2869/080214
ENERGY-JUL'14					PV	134145	024	00101		1,142.73	2869/080214
ENERGY-JUL'14					PV	134145	025	00101		8,344.61	2869/080214
ENERGY-JUL'14					PV	134145	026	00101		226.25	2869/080214
ENERGY-JUL'14					PV	134145	027	00101		1,643.95	2869/080214
ENERGY-JUL'14					PV	134145	028	00101		947.15	2869/080214
ENERGY-JUL'14					PV	134145	029	00101		7,026.84	2869/080214
ENERGY-JUL'14					PV	134145	030	00101		30.43	2869/080214
ENERGY-JUL'14					PV	134145	031	00101		2,735.52	2869/080214
ENERGY-JUL'14					PV	134145	032	00101		33.51	2869/080214
ENERGY-JUL'14					PV	134145	033	00101		683.23	2869/080214
ENERGY-JUL'14					PV	134145	034	00101		28.33	2869/080214
ENERGY-JUL'14					PV	134145	035	00101		10,237.51	2869/080214
ENERGY-JUL'14					PV	134145	036	00101		15,969.15	2869/080214
ENERGY-JUL'14					PV	134145	037	00101		7,349.11	2869/080214
ENERGY-JUL'14					PV	134145	038	00101		6,940.64	2869/080214
ENERGY-JUL'14					PV	134145	039	00101		22,492.14	2869/080214
ENERGY-JUL'14					PV	134145	040	00101		6,939.74	2869/080214
ENERGY-JUL'14					PV	134145	041	00101		10,876.54	2869/080214
ENERGY-JUL'14					PV	134145	042	00101		3,532.59	2869/080214
ENERGY-JUL'14					PV	134145	043	00101		156.11	2869/080214
ENERGY-JUL'14					PV	134145	044	00101		517.78	2869/080214
ENERGY-JUL'14					PV	134145	045	00101		153.59	2869/080214
ENERGY-JUL'14					PV	134145	046	00101		73.35	2869/080214
ENERGY-JUL'14					PV	134145	047	00101		1,753.20	2869/080214
ENERGY-JUL'14					PV	134145	048	00101		6,058.02	2869/080214
ENERGY-JUL'14					PV	134145	049	00101		6,369.87	2869/080214
ENERGY-JUL'14					PV	134145	050	00101		25.08	2869/080214
ENERGY-JUL'14					PV	134145	051	00101		28.44	2869/080214
ENERGY-JUL'14					PV	134145	052	00101		30.25	2869/080214
ENERGY-JUL'14					PV	134145	053	00101		1,220.40	2869/080214
ENERGY-JUL'14					PV	134145	054	00101		28.14	2869/080214
ENERGY-JUL'14					PV	134145	055	00101		900.52	2869/080214
ENERGY-JUL'14					PV	134145	056	00101		617.58	2869/080214
ENERGY-JUL'14					PV	134145	057	00101		39.62	2869/080214
ENERGY-JUL'14					PV	134145	058	00101		694.08	2869/080214
ENERGY-JUL'14					PV	134145	059	00101		2,158.75	2869/080214
ENERGY-JUL'14					PV	134145	060	00101		4,459.59	2869/080214
ENERGY-JUL'14					PV	134145	061	00101		2,229.79	2869/080214
Payment Amount									338,082.39		
VIDEO SRV-JPA			STEPHENS		PV	134208	001	00701		545.00	8-7-14

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Las Virgenes Municipal Water  
 AVP Auto Payment Register

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
			VIDEO	MTG 8/4						
			PRODUCTIONS							
66670	08/12/14	3023	VENCO WESTERN INC.	Payment Amount ANNUAL WEED ABATMT@RLV	PV	134155	001	00701	545.00 4,099.00	0028846-IN
66671	08/12/14	2436	VINCE BARNES AUTOMOTIVE	Payment Amount VEH#831-BRK PDS,TRN SIG, OIL	PV	134154	001	00701	631.95	020465
66672	08/12/14	3684	WURTH USA INC.	Payment Amount MISC SHOP SUPPLIES	PV	134148	001	00701	555.31	94801904
				Payment Amount					555.31	
				Total Amount of Payments Written					412,372.68	
				Total Number of Payments Written					23	

Batch Number - 232763  
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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
66673	08/19/14	2328	AERVOE INDUSTRIES, INC.	MARKNG PAINT-BLUE&GR N	PV	134077	001	00701	213.96	2014-038520-0
				FREIGHT	PV	134077	004	00701	30.39	2014-038520-0
				Payment Amount					244.35	
66674	08/19/14	3077	AIRGAS USA, LLC	SUNSCN,BNDG,W PS,SNTZ&GLOVE S	PV	134256	001	00701	350.96	9030006570
				Alt Payee						
			6658 AIRGAS USA, LLC P. O. BOX 7423 PASADENA,CA 91109-7423							
66675	08/19/14	7992	ARB/PERP	AIR QLTY PRMT REG #145299	PV	134246	001	00701	575.00	P-1377-1014
				Payment Amount					575.00	
66676	08/19/14	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	2014 AWA ANNUAL MEMBERSHIP	PV	134247	001	00701	1,200.00	05-7913
				Payment Amount					1,200.00	
66677	08/19/14	2869	AT&T	SRV 8/5-9/4/14	PV	134252	001	00701	326.29	9065/080514
				SRV 8/5-9/4/14	PV	134253	001	00701	328.03	9268/080514
				SRV 8/5-9/4/14	PV	134254	001	00101	66.81	9054/080514
				SRV 8/5-9/4/14	PV	134258	001	00101	19.12	0051/080514
				SRV 8/5-9/4/14	PV	134258	002	00101	189.79	0051/080514
				SRV 8/5-9/4/14	PV	134258	003	00101	62.05	0051/080514
				SRV 8/5-9/4/14	PV	134258	004	00101	75.48	0051/080514
				SRV 8/5-9/4/14	PV	134258	005	00101	663.46	0051/080514
				SRV 8/5-9/4/14	PV	134258	006	00101	4,806.29	0051/080514
				SRV 8/5-9/4/14	PV	134258	007	00101	1,202.33	0051/080514



Batch Number - 232763  
Bank Account - 00146607 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm Co	Amount	Invoice Number
	8/5-9/4/14								
	SRV				PV	134258	008 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	009 00101	84.51	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	010 00101	1,061.38	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	011 00101	466.66	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	012 00101	1,268.08	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	013 00101	30.89	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	014 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	015 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	016 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	017 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	018 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	019 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	020 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	021 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	022 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	023 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	024 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	025 00101	62.16	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	026 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	027 00101	61.81	0051/080514
	8/5-9/4/14								
	SRV				PV	134258	027 00101	61.81	0051/080514

Batch Number - 232763  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Lim Co		
				SRV	PV	134258	028 00101	61.81	0051/080514
				8/5--9/4/14					
				SRV	PV	134258	029 00101	61.81	0051/080514
				8/5--9/4/14					
				SRV	PV	134258	030 00101	61.81	0051/080514
				8/5--9/4/14					
				SRV	PV	134258	031 00101	62.16	0051/080514
				8/5--9/4/14					
				SRV	PV	134258	032 00101	30.91	0051/080514
				8/5--9/4/14					
				SRV	PV	134258	033 00101	30.90	0051/080514
				8/5--9/4/14					
				Payment Amount			11,888.17		
66678	08/19/14	7965	B&B PALLET CO.	55 YDS WOOD	PV	134079	001 00701	638.00	112017
				CHIPS					
				55 YDS WOOD	PV	134080	001 00701	638.00	112018
				CHIPS					
				55 YDS WOOD	PV	134081	001 00701	638.00	112019
				CHIPS					
				55 YDS WOOD	PV	134119	001 00701	638.00	112021
				CHIPS					
				55 YDS WOOD	PV	134120	001 00701	638.00	112022
				CHIPS					
				55 YDS WOOD	PV	134135	001 00701	638.00	112020
				CHIPS					
				Payment Amount			3,828.00		
66679	08/19/14	16789	BIG SHOTS	5-MIL TANK	PV	134248	001 00101	146.74	11922
				POSTERS					
				Payment Amount			146.74		
66680	08/19/14	18893	BILLTRUST	7/14	PV	134186	001 00701	5,252.12	103995
				E-BILL/PMT					
				PROCSG SRV					
				Payment Amount			5,252.12		
66681	08/19/14	2601	DELL COMPUTER CORP	LAPTP	PV	134271	001 00701	130.79	XJFWAPP13
				BTRY-TAPIA					
				STNDBY					
				Alt Payee					
				7819					
				DELL MARKETING LP					
				C/O DELL USA L.P.					
				P.O. BOX 910916					
				Payment Amount			130.79		

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key		Amount	Invoice Number
							Item	Co		
66682	08/19/14	17918	EARTHLINK BUSINESS CO.	MPLS LINES 8/1-8/31/14	PV	134202	001	00701	3,843.86	1318062508011 40
				Payment Amount					3,843.86	
66683	08/19/14	18111	ELECSYS INTERNATIONAL CORPORATION	SEPT '14 MAINT CHG	PV	134218	001	00701	261.00	127604
				Payment Amount					261.00	
66684	08/19/14	2654	FAMCON PIPE	FIP BALL VLVS&HANDLS	PV	134187	001	00701	878.49	160757
				Payment Amount					878.49	
66685	08/19/14	2658	FEDERAL EXPRESS CORP	1 PKG DEL 8/1/14	PV	134250	001	00701	56.06	2-743-04503
				Payment Amount					56.06	
66686	08/19/14	2655	FERGUSON ENTERPRISES	4 ASHCFT 1/4" GAUGES	PV	134257	001	00701	486.73	0482632
				Payment Amount					486.73	
			Alt Payee	FERGUSON ENTERPRISES, INC. #1083 FILE 56809 LOS ANGELES CA 90074-6809						
66687	08/19/14	2660	FISHER SCIENTIFIC	10 MIN ESC BTLS&QNT FIT TEST N-HEXANE & METHANOL SHIPPING-FUEL SURCHARGE	PV	134084	001	00701	2,803.78	4526036 4957680 4957680
				Payment Amount					486.73	
			All Payee	FISHER SCIENTIFIC ACCOUNT #479936-001 FILE #50129						
66688	08/19/14	6770	G.I. INDUSTRIES	8/14 WLK DISP 8/14 TAPIA RAGS/GRIT DISP 8/14 TAPIA DISP 8/14 RLV DISP 7/16-7/28/14	PV	134223	001	00701	193.27	2381219-0283- 3 2522721-0283- 8 2522720-0283- 0 2695380-0283- 4 2695271-0283-
				Payment Amount					3,318.48	

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Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Docu- ment Number	Key Item Co	Amount	Invoice Number
				RLV DISP				5
				7/16-7/28/14	PV 134231	001 00701	379.09	2522701-0283-
				TAPIA DISP				0
				7/16-7/28/14	PV 134232	001 00701	833.53	2695270-0283-
				SHOP DISP				7
				8/14 RLVFARM	PV 134242	001 00701	80.57	2695381-0283-
				DISP				2
				8/14 HQ/SHOP	PV 134243	001 00701	645.28	2695382-0283-
				DISP				0
		Alt Payee	6771 G.I. INDUSTRIES P. O. BOX 541065 LOS ANGELES CA 90054-1065					
				Payment Amount			4,065.07	
66689	08/19/14	2701	GRAINGER, INC.	1 ULTRSNC LVL TRNSMTR	PV 134082	001 00701	832.38	9489489824
				1 ULTRSNC LVL TRNSMTR	PV 134083	001 00701	832.38	9495779143
				SCTCH BRUSH&SCRWDR VRS	PV 134085	001 00701	81.83	9492865622
				PAINT BRUSHES&ROLLE RS	PV 134086	001 00701	168.14	9492859807
				BRUSHES, PLIERS, SCRWDR&TP MSR	PV 134094	001 00701	386.19	9492696266
				6V BATTERIES	PV 134122	001 00701	11.90	9492696274
				BATTERIES	PV 134123	001 00701	303.95	9492696274
				SAW BLADES, EPOXY&PNT MRKS	PV 134269	001 00701	427.08	9491998937
				2- 2.5" HOILE SAWS	PV 134270	001 00701	43.16	9491998945
		Alt Payee	5453 GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001					
				Payment Amount			3,087.01	
66690	08/19/14	8304	IFM EFECTOR INC.	ROOTS BLW #2 INSTRUMENTATI ON	PV 134233	001 00701	1,448.05	20666432

Batch Number - 232763  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Number	Key Item	Co	Amount	Invoice Number
66691	08/19/14	3083	JCI JONES CHEMICALS, INC	4,893 GAL HYPOCHLORITE	PV	134075	001	00701	2,847.58	626594
				4,941 GAL HYPOCHLORITE	PV	134076	001	00701	2,875.51	626882
			Alt Payee	JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877					1,448.05	
66692	08/19/14	14064	JDETIPS	JDETIPS JOURNAL SUBSCRIPTION	PV	134272	001	00701	314.00	17016
66693	08/19/14	2611	LA DWP	TWIN LAKES P/S	PV	134240	001	00101	9,213.13	875698/080614
66694	08/19/14	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	JED SMTH P/S	PV	134088	001	00101	44.49	0254/073014
66695	08/19/14	2839	MOTION INDUSTRIES, INC.	HYD RPR PRTS&V-BELTS	PV	134194	001	00701	210.42	CA22-580756
			Alt Payee	MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074					663.78	CA22-580965
66696	08/19/14	2846	NATIONAL PLANT SERVICES INC	ROOT RMVL/CLN LN@MH2A	PV	134193	001	00701	4,450.00	11646
66697	08/19/14	2302	OFFICE DEPOT	HQ OFFICE SUPPLIES	PV	134089	001	00701	452.43	721337243001
				COFFEE FILTERS-HQ	PV	134090	001	00701	14.05	721337383001
				HQ BREAKRM	PV	134091	001	00701	139.00	721338218001

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Batch Number - 232763  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
SUPPLIES										
				COLOR SCANNER	PV	134092	001	00701	87.19	721333859001
				Payment Amount					692.67	
66698	08/19/14	2871	PACIFIC COAST BOLT	HYTROL 6"	PV	134121	001	00701	320.19	382153-00
				STUD-COVER						
				Payment Amount					320.19	
66699	08/19/14	9543	PINKY'S TIRE SERVICE	TIRE SRV-VEH #125	PV	134220	001	00701	179.00	155987
				Payment Amount					179.00	
66700	08/19/14	18946	PRESTON PIPELINES, INC.	RETENTION-CLB S PIPELINE	PV	134185	001	00301	247,549.77	10344/RLS RTN
				Payment Amount					247,549.77	
66701	08/19/14	2585	PURETEC	8" M-MIXED BED EXCHNG	PV	134093	001	00701	48.48	1337293
				7/14 BOILER WTR SRV	PV	134213	001	00701	382.08	1334075
				TAPIA LAB WTR SRV-8/14	PV	134215	001	00701	75.00	1339624
				(2) 8" D1 RENTAL-8/14	PV	134241	001	00701	22.94	1339837
				WLK						
				Payment Amount					528.50	
66702	08/19/14	2907	RED WING SHOE STORE	PROTECTV FTWR-B.BRIL	PV	134087	001	00701	159.90	416000001128
				Payment Amount					159.90	
66703	08/19/14	17174	ROTH STAFFING COMPANIES, LP	TEMP SRV W/E 7/27/14 ST	PV	134201	001	00701	293.60	13019765
				Payment Amount					293.60	
66704	08/19/14	6940	SECTRAN SECURITY, INC.	AUG '14 COURIER SVC	PV	134219	001	00701	303.03	14080608
				Payment Amount					303.03	
66705	08/19/14	2558	SOUTHERN CALIFORNIA GAS CO	WLK P/S 7/1/14-8/1/14	PV	134234	001	00101	6,925.80	9400/080614
				TAPIA 7/8-8/6/14	PV	134235	001	00751	601.27	4000/080814
				CORNELL 7/8-8/6/14	PV	134236	001	00101	3,238.17	0400/080814
				RLV	PV	134237	001	00751	136.75	4200/080814

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Number	Key	Amount	Invoice Number
					Item	Co		
				7/8-8/6/14				
				HQ/OPS	134238	001 00701	1,156.04	3600/080814
				7/8-8/6/14				
				JBR P/S	134239	001 00101	76.83	1200/080614
				7/3-8/4/14				
				Payment Amount		12,134.86		
66706	08/19/14	16271	SPOK, INC.	PAGER SRV	134251	001 00701	65.79	X0143084H
				8/9-9/10/14				
				PAGER SRV	134251	002 00701	69.77	X0143084H
				8/9-9/10/14				
				PAGER SRV	134251	003 00701	40.70	X0143084H
				8/9-9/10/14				
				PAGER SRV	134251	004 00701	40.70	X0143084H
				8/9-9/10/14				
				Payment Amount		216.96		
66707	08/19/14	2964	STATE BOARD OF EQUALIZATION	SALES/USE TAX-PREPMT JUL14	134249	001 00701	880.00	97817885/JUL14
				Payment Amount		880.00		
66708	08/19/14	14479	STEPHEN'S VIDEO PRODUCTIONS	7/8 & 7/22 BD MTG VID	134255	001 00701	1,090.00	7-23-14
				Payment Amount		1,090.00		
66709	08/19/14	2980	TERRAMAR GRAPHICS	TAX REMIT ENVELOPES	134244	001 00701	415.80	4155-TAX
				Payment Amount		415.80		
66710	08/19/14	19135	TRANSUNION RISK AND ALTERNATIVE	ONLINE SRCH BAD DEBT-JUL '14	134245	001 00701	123.00	97457/JUL14
				Payment Amount		123.00		
66711	08/19/14	18810	UNIFIRST CORPORATION	7/14 MATS/TWLS,UNI FORMS@TAPIA	134165	001 00701	45.40	658260
				7/14 MATS/TWLS,UNI FORMS@TAPIA	134165	002 00701	47.10	658260
				7/14 MATS/TWLS,UNI FORMS@TAPIA	134166	001 00701	45.40	659731
				7/14 MATS/TWLS,UNI FORMS@TAPIA	134166	002 00701	17.60	659731

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Key Co	Amount	Invoice Number
				FORMS@TAPIA	PV	134167	001	00701	45.40	661206
				7/14 MATS/TWLS,UNI						
				FORMS@TAPIA	PV	134167	002	00701	47.10	661206
				7/14 MATS/TWLS,UNI						
				FORMS@TAPIA	PV	134168	001	00701	45.40	662669
				7/14 MATS/TWLS,UNI						
				FORMS@TAPIA	PV	134168	002	00701	17.60	662669
				7/14 MATS/TWLS,UNI						
				FORMS@TAPIA	PV	134169	001	00701	45.40	664212
				7/14 MATS/TWLS,UNI						
				FORMS@TAPIA	PV	134169	002	00701	47.10	664212
				7/14 MATS/TWLS,UNI						
				FORMS@TAPIA	PV	134170	001	00701	13.88	658259
				7/14 MATS/TWLS,UNI						
				FORMS@WLK	PV	134170	002	00701	17.90	658259
				7/14 MATS/TWLS,UNI						
				FORMS@WLK	PV	134171	001	00701	13.88	659730
				7/14 MATS/TWLS,UNI						
				FORMS@WLK	PV	134171	002	00701	6.40	659730
				7/14 MATS/TWLS,UNI						
				FORMS@WLK	PV	134172	001	00701	13.88	661205
				7/14 MATS/TWLS,UNI						
				FORMS@WLK	PV	134172	002	00701	17.90	661205
				7/14 MATS/TWLS,UNI						
				FORMS@WLK	PV	134173	001	00701	13.88	662668
				7/14 MATS/TWLS,UNI						
				FORMS@WLK	PV	134173	002	00701	6.40	662668
				7/14 MATS/TWLS,UNI						



Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm Co	Amount	Invoice Number
			MATS/TWLS,UNI FORMS@WLK 7/14		PV	134174	001 00701	13.88	664211
			MATS/TWLS,UNI FORMS@WLK 7/14		PV	134174	002 00701	17.90	664211
			MATS/TWLS,UNI FORMS@WLK 7/14		PV	134175	001 00701	249.74	658262
			MATS/TWLS,UNI FORMS@HQ 7/14		PV	134176	001 00701	188.41	659733
			MATS/TWLS,UNI FORMS@HQ 7/14		PV	134177	001 00701	209.41	661208
			MATS/TWLS,UNI FORMS@HQ 7/14		PV	134178	001 00701	188.41	662671
			MATS/TWLS,UNI FORMS@HQ 7/14		PV	134179	001 00701	209.41	664214
			MATS/TWLS,UNI FORMS@HQ 7/14		PV	134180	001 00701	20.34	658261
			MATS/TWLS,UNI FORMS@RLV 7/14		PV	134180	002 00701	30.30	658261
			MATS/TWLS,UNI FORMS@RLV 7/14		PV	134181	001 00701	20.34	659732
			MATS/TWLS,UNI FORMS@RLV 7/14		PV	134181	002 00701	20.80	659732
			MATS/TWLS,UNI FORMS@RLV 7/14		PV	134182	001 00701	20.34	661207
			MATS/TWLS,UNI FORMS@RLV 7/14		PV	134182	002 00701	30.30	661207

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
				7/14 MATS/TWLS,UNI FORMS@RLV	PV	134183	001 00701	20.34	662670
				7/14 MATS/TWLS,UNI FORMS@RLV	PV	134183	002 00701	20.80	662670
				7/14 MATS/TWLS,UNI FORMS@RLV	PV	134184	001 00701	20.34	664213
				7/14 MATS/TWLS,UNI FORMS@RLV	PV	134184	002 00701	30.30	664213
66712	08/19/14	3429	UNITED PARCEL SERVICE	Payment Amount 7/19--8/9/14 SVC	PV	134275	001 00701	107.01	000025W020324
66713	08/19/14	16623	VELOCITY TECHNOLOGY SOLUTIONS, INC.	Payment Amount 9/14 DISASTER RECOVERY	PV	134095	001 00701	3,114.00	302809
66714	08/19/14	13326	VILLA ESPERANZA SERVICES	Payment Amount LANDSCAPE SRV-JUL '14	PV	134216	001 00701	1,114.75	LVMWD 2014-08
66715	08/19/14	3035	VWR SCIENTIFIC	Payment Amount LANDSCAPE SRV-JUL '14 GLVS,VTX MXR&WEIGHG DSH	PV	134216	002 00701	3,096.32	LVMWD 2014-08
				Payment Amount FREIGHT POTASSIUM NITRATE	PV	134273	001 00701	571.93	LVMWD 2014-08
				Payment Amount MXR&WEIGHG DSH	PV	134273	001 00701	586.26	8058491038
				Payment Amount FREIGHT POTASSIUM NITRATE	PV	134274	004 00701	42.01	8058491038
				Payment Amount FREIGHT&HAZRD S CHGS	PV	134274	001 00701	36.21	8058493838
				Payment Amount FREIGHT&HAZRD S CHGS	PV	134274	002 00701	43.48	8058493838

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All Payee 3216 VWR INTERNATIONAL, INC  
P. O. BOX 640169  
PITTSBURGH PA 15264-0169

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Las Virgenes Municipal Water  
A/P Auto Payment Register

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
66716	08/19/14	18914	WECK LABORATORIES, INC.	LAB SRV@TAPIA GRNDWTR	PV	134189	001 00701	7.00	W4G1458-LV
				LAB SRV@TAPIA INFLUENT	PV	134190	001 00701	145.00	W4G1457-LV
				LAB SRV@L/S	PV	134191	001 00701	56.00	W4G1459-LV
				LAB SRV@BACTI RM DI WTR	PV	134192	001 00701	25.00	W4H0293-LV
				Payment Amount				233.00	
66717	08/19/14	3067	XEROX CORPORATION	LEASE-7/14 5740PT-OPS	PV	134117	001 00701	219.66	075291999
				Payment Amount				219.66	
				Total Amount of Payments Written				337,550.68	
				Total Number of Payments Written				45	

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Las Virgenes Municipal Water  
A/P Auto Payment Register

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
66718	08/19/14	15469	OLYMPIC PAINTING CO.	47 HYDR& 12 POSTS-HIDDEN HILLS	PV	133635	001	00701	2,100.00	10101
				33 HYDR& 1 AIRVAC-HIDDEN HILLS	PV	133636	001	00701	1,360.00	10102
									<u>3,460.00</u>	
Payment Amount									3,460.00	
Total Amount of Payments Written									<u>3,460.00</u>	
Total Number of Payments Written									1	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item Co	Amount	Invoice Number
66719	08/26/14	2317	ACORN NEWSPAPER	DROUGHT ADS-JULY'14	PV	134259	001 00101	6,372.54	870105/JUL14
				DROUGHT ADS-JULY'14	PV	134259	002 00101	90.00	870105/JUL14
				DROUGHT ADS-JULY'14	PV	134259	003 00101	777.28	870105/JUL14
				Payment Amount			7,239.82		
66720	08/26/14	17077	AECOM USA, INC.	6/28-7/25/14 LST HLLS DMO	PV	134105	001 00701	6,478.54	37461489
				DSGN	PV	134106	001 00701	9,685.83	37461229
				5/31-6/30/14	PV	134107	001 00701	1,311.00	37461229
				5 MG CNST SVC	PV	134109	001 00701	29,478.86	37461240
				7/1-7/4/14 5	PV	134110	001 00701	2,985.00	37461240
				MG CNST SVC	PV	134302	001 00701	646.24	12543
66721	08/26/14	19077	AGOURA LUBE & SMOG	Payment Amount			49,939.23		
				VEH#850 MAF	PV	134302	001 00701	646.24	12543
				SNSR&TUNE UP	PV	134325	001 00701	4,180.00	LVS0814.0690
				Payment Amount			646.24		
66722	08/26/14	2397	AQUATIC BIOASSAY & CONSULTING	CHRONIC NPDES	PV	134277	001 00101	398.59	2043/080714
				BIOASSAYS	PV	134278	001 00101	192.35	2045/080714
				TSTG	PV	134279	001 00701	111.88	7719/080714
				Payment Amount			4,180.00		
66723	08/26/14	2969	AT&T	SRV 8/7-9/6/14	PV	134280	001 00701	111.88	7720/080714
				SRV 8/7-9/6/14	PV	134281	001 00701	81.55	7721/080714
				SRV 8/7-9/6/14	PV	134282	001 00101	64.25	0123/080714
				SRV 8/7-9/6/14	PV	134283	001 00101	31.65	0124/080714

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key itm Co	Amount	Invoice Number
					Ty	Number			
				SRV	134284	001 00130	192.35	2220/080714	
				8/7--9/6/14					
				Payment Amount		1,174.50			
66724	08/26/14	19268	BLASTCO INC.	PMT#1-CLBS	134159	001 00701	13,000.00	10508/#1	
				TNK REHAB					
				5%	134160	001 00301	650.00-	10508/RTN#1	
				RETENTION/PMT					
				#1					
				Payment Amount		12,350.00			
66725	08/26/14	2418	BT INDUSTRIAL	KRYLON	134318	001 00701	511.42	340963	
				PAINT&PRIMER					
				Payment Amount		511.42			
66726	08/26/14	19275	CASCADE	RFND BAL -	134267	001 00101	1,141.71	9998117	
				DRILLING, LP					
				CLOSED A/C					
				Payment Amount		1,141.71			
66727	08/26/14	2553	COASTAL PIPCO	THD	134299	001 00701	260.75	S1824695.001	
				SEALANT&PIPE					
				CEMINT					
				FREIGHT	134299	003 00701	10.00	S1824695.001	
				ALL Payee					
				6482 COASTAL PIPCO					
				P O BOX 5027					
				OXNARD CA 93031					
				Payment Amount		270.75			
66728	08/26/14	4586	CONSOLIDATED	RAB LED WLPK	134300	001 00701	299.75	9009-700269	
				ELECTRICAL					
				DISTRIBUTORS					
				FREIGHT	134300	002 00701	8.50	9009-700269	
				DISCOUNT-RAB	134301	001 00751	2.75-	9009-700269	
				LED WLPK					
				LGHTG FX					
				RAB LED WLPK	134308	001 00701	299.75	9009-700003	
				LGHTG FXT					
				Payment Amount		605.25			
66729	08/26/14	19272	INGRID COPSEY	RFND BAL -	134157	001 00101	35.61	065948	
				CLOSED A/C					
				Payment Amount		35.61			
66730	08/26/14	2547	COUNTY	7/14	134297	001 00701	525.36	48892/073114	
				SANITATION					
				DISTRICTS OF					
				LA COUNTY					

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
66731	08/26/14	14591	EMISSION COMPLIANT CONTROLS CORP.	WLK ENGINE REPAIR	PV	134324	001 00701	2,170.00	PSO2840
Alt Payee 15750 EMISSION COMPLIANT CONTROLS CORP. C/O PRE-BANC BUSINESS CREDIT, INC., P. O. BOX 16727									
66732	08/26/14	8923	ENVIRONMENTAL EXPRESS LTD	O&G STND, DISCS&CRTGS	PV	134304	001 00701	1,327.67	1000352138
66733	08/26/14	8173	EXCEL PRINT RESOURCES	BUSINESS CARDS-A.S&J.B	PV	134260	001 00701	63.22	2273
66734	08/26/14	2654	FAMCON PIPE	12 NO-OX-ID COATING BOLTS, NUTS&BUSHGS 150# 2" VALVES&FLNGS 2- 10" VIC #10C CAP 12 SWVL ADAPT-HYD RPR CLAMPS, PIPES, VLV, SPOOLS	PV	134310	001 00701	562.44	161049
66735	08/26/14	2688	GEOLABS	TNK GEOTCH SVC 7/14 CONCRETE/FLD OBSV	PV	134322	001 00701	1,072.56	160905
66736	08/26/14	17199	GOVERNMENT	Payment Amount 7/14-7/25/14	PV	134327	001 00701	874.18	161051
66737	08/26/14	17199	GOVERNMENT	Payment Amount 7/14-7/25/14	PV	134328	001 00701	566.80	160902
66738	08/26/14	17199	GOVERNMENT	Payment Amount 7/14-7/25/14	PV	134327	001 00701	588.60	160907
66739	08/26/14	17199	GOVERNMENT	Payment Amount 7/14-7/25/14	PV	134328	001 00701	1,903.36	161044
66740	08/26/14	17199	GOVERNMENT	Payment Amount 7/14-7/25/14	PV	134305	001 00701	3,948.00	21408025
66741	08/26/14	17199	GOVERNMENT	Payment Amount 7/14-7/25/14	PV	134307	001 00701	567.50	21408024
66742	08/26/14	17199	GOVERNMENT	Payment Amount 7/14-7/25/14	PV	134319	001 00701	3,000.00	124782

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
			STAFFING SERVICES, INC.	A.U. TEMP SVC							
66737	08/26/14	2701	GRAINGER, INC.	7/28--8/8 AU& 8/7--8 TF Payment Amount 6 LANTERN BATTERIES 6V	PV	134320	001	00701	6,525.00	3,525.00	124822
			Alt Payee	GRAINGER, INC.							
			5453 GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001								
66738	08/26/14	18646	HDR ENGINEERING, INC.	6/29--7/26/14 C-TNK RHB	PV	134312	001	00701	37.87	2,157.93	00167728-B
			Alt Payee	6/29--7/26/14 CEN TNK CP SYS	PV	134313	001	00701	1,174.70		00167735-B
66739	08/26/14	3467	TZUFIT IDAN	Payment Amount RFND BAL - CLOSED A/C	PV	134266	001	00101	3,332.63	2.00	034858
66740	08/26/14	2997	J G TUCKER & SONS	Payment Amount 2 CALIBRATION GAS	PV	134326	001	00701	2.00	669.40	00084434
66741	08/26/14	3083	JCI JONES CHEMICALS, INC	Payment Amount 4,954 GAL HYPOCHLORITE-WLK	PV	134143	001	00701	669.40	2,883.08	626889
			Alt Payee	JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877							
66742	08/26/14	2581	JOHN CRANE, INC.	Payment Amount MECH SEAL RBLD KIT FREIGHT	PV	134303	001	00701	2,883.08	692.04	2972538
			Alt Payee	JOHN CRANE INC. 24929 NETWORK PLC CHICAGO IL 60673-1249							
66743	08/26/14	2752	KAMAN	Payment Amount 12 MICRON	PV	134309	001	00701	698.75	395.55	V389997

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			INDUSTRIAL TECHNOLOGIES	Z-GLASS FLTRS					
66744	08/28/14	18535	KEMIRA WATER SOLUTIONS, INC.	Payment Amount 9.43 TN FERRIC CHLORIDE	PV	134298	001 00701	5,639.51	9017404250
			Alt Payee 18536 KEMIRA WATER SOLUTIONS MAIL CODE 5581, P. O. BOX 105046 ATLANTA GA 30348-5046						
66745	08/28/14	5230	KENNEDY/JENKS CONSULTANTS	Payment Amount P/E 7/25/14 3RD DGSTR CNST	PV	134144	001 00701	27,178.50	84857
66746	08/28/14	19277	DEBORAH KLEIN	Payment Amount TURF RMVL REBATE	PV	134262	001 00101	1,680.00	640384
66747	08/28/14	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount 3RD DGSTR 6/30-7/31/14	PV	134136	001 00754	33.37	7682/080614
66748	08/28/14	2835	MODERN TOOL CO	Payment Amount 3RD DGSTR RW 6/30-7/31/14	PV	134137	001 00754	177.79	7677/080614
66749	08/28/14	19276	WILLIAM G. POOLE	Payment Amount BRONZE BUSHING	PV	134200	001 00701	284.88	44923
66750	08/28/14	11416	PRIORITY MAILING SYSTEMS, INC.	Payment Amount RFND BAL - CLOSED A/C	PV	134268	001 00101	112.56	054763
66751	08/28/14	19271	PUN & MCGEADY LLP	Payment Amount 9/15/14-9/14/ 15 MAINT SRV	PV	134261	001 00701	820.00	INV358174
66752	08/28/14	16212	RADWELL	Payment Amount INTERM AUDIT SRV-YE 13-14 WEED-6E07 PWR	PV	134139	001 00701	12,000.00	2014-0102

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document . . . . .		Key	Amount	Invoice Number
						Number	Item			
			INTERNATIONAL , INC.	SPLY RPR						
66753	08/26/14	17174	ROTH STAFFING COMPANIES, LP	Payment Amount TMP SRV 7/28--8/1/14 ST	PV	134283	001 00701	1,414.04 734.00	734.00	13022491
66754	08/26/14	15800	SAFE AND BEAUTIFUL TREE CO., INC.	Payment Amount TWIN LKS P/S TREE RMVL	PV	134140	001 00701	734.00 2,275.00	2,275.00	080114
66755	08/26/14	10182	SHAMROCK SUPPLY CO.	Payment Amount RND PT&SOR NSD SHOVELS	PV	134295	001 00701	2,275.00 325.91	325.91	1857425
66756	08/26/14	2957	SOUTHERN CALIFORNIA EDISON	Payment Amount RW P/S 7/1~7/31/14 SOLAR	PV	134276	001 00751	325.91 66,849.39	66,849.39	4500-42/08121 4
66757	08/26/14	18684	STAR BRITE BUILDING MAINTENANCE, INC	Payment Amount 8/14 JANITORIAL SRV	PV	134285	001 00701	66,849.39 2,251.50	2,251.50	24924
				8/14 JANITORIAL SRV	PV	134285	002 00701	921.25	921.25	24924
				8/14 JANITORIAL SRV	PV	134285	003 00701	390.25	390.25	24924
				8/14 JANITORIAL SRV	PV	134285	004 00701	831.00	831.00	24924
				8/14 JANITORIAL SRV	PV	134285	005 00701	1,044.75	1,044.75	24924
66758	08/26/14	2969	STATE WATER RESOURCES CONTROL BOARD	Payment Amount ENFRMT-SYS#1 910225 FY 13-14	PV	134264	001 00101	5,438.75 1,036.80	1,036.80	1470296
66759	08/26/14	19273	JACK STUDER	Payment Amount RFND BAL -	PV	134158	001 00101	1,036.80 385.83	385.83	9997672

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TV	Document Number	Key		Amount	Invoice Number
							lim	Co		
CLOSED A/C										
66760	08/26/14	3789	T & T TRUCK & CRANE SERVICE	Payment Amount CRANE SVR@JBR P/S 7/31/14	PV	134294	001	00701	385.83 1,135.26	0115330-IN
66761	08/26/14	7454	THE GRADALL RENTAL CO.	Payment Amount BIO-FILTER MAINT	PV	134323	001	00701	8,750.00	08141
66762	08/26/14	18095	TOTAL BARRICADE SERVICE, INC.	Payment Amount TRFC PLN@LNDRO CYN&RUSSL RNCH TRFC PLN@PKWY CLBS&PRK ENTRDA TRFC PLN@MULHLND&P AUL REVERE	PV	134290	001	00701	250.00 825.00 892.50	25393 25405 25406
66763	08/26/14	18651	TOYOTA-LIFT OF LOS ANGELES	Payment Amount UNIT#23-RPL V BELT PM SERV-#723 FORKLIFT PM SERV-#700 ELEC CART UNIT#700-RPR FLAT TIRE PM SERV-#702 ELEC CART PM SERV-#134 FORKLIFT UNIT#134-RPR CBL EXTNTN PM SERV-#302 ELEC CART PM SERV-#303 ELEC CART PM SERV-#305 FORKLIFT PM SERV-#202	PV	134124	001	00701	158.68 141.92 80.29 74.50 88.30 104.00 176.33 83.01 80.29 112.01 141.92	WO-263305 WO-261108-1 WO-261109 WO-263330 WO-261110 WO-261111 WO-263284 WO-261115 WO-261114 WO-261113 WO-261112

Batch Number - 232772  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key		Amount	Invoice Number
					Ty	Number	Item	Co		
66764	08/26/14	3006	UNDERGROUND SERVICE ALERT	REACH TRK Payment Amount 227 NEW TICKET CHGS Payment Amount	PV	134161	001	00701	1,241.25 340.50	720140402
66765	08/26/14	2780	VALLEY NEWS GROUP	WTR CONSRV ADS 8/7/14 Payment Amount	PV	134265	001	00101	360.00	8-7
66766	08/26/14	18604	VENTURA PEST CONTROL	QTLY BIRD INSP QTLY BIRD INSP BEE TRMT@TAPIA 8/1/14 Payment Amount	PV	134316	001	00701	50.00	426805
66767	08/26/14	3034	VORTEX INDUSTRIES	PM 46 DOOR/GATE/GRI LL PM 46 DOOR/GATE/GRI LL PM 46 DOOR/GATE/GRI LL EMRGNCY SRV-DOOR#2 RLV Payment Amount	PV	134287	001	00701	586.07	01-849957-1
66768	08/26/14	3109	W. LITTEN	SRV 6/22-8/28/14@ RANCHO SRV 7/27-8/2/14@R ANCHO SRV 7/20-7/26/14@ RANCHO SRV 8/3-8/8/14@RA NCHO	PV	134162	001	00701	559.02 79.86 5,398.19	01-849957-1 01-849957-1 01-841948-1
				Payment Amount SRV	PV	134162	001	00701	6,623.14 3,310.05	0320316
				SRV	PV	134163	001	00701	3,670.15	0320321
				SRV	PV	134164	001	00701	3,732.90	0320320
				SRV	PV	134293	001	00701	4,041.15	0320322

Batch Number - 232772  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Lim Co	Amount	Invoice Number
66769	08/26/14	7789	WAXIE SANITARY SUPPLY	Payment Amount CRTDG RPL KIT&MNGO LIQD ENZYME	PV	134314	001 00701	460.40	74749121
				Payment Amount				14,754.25	
66770	08/26/14	3047	WESCO DISTRIBUTION, INC.	Payment Amount UNI-STRUTS&ST RAPS	PV	134315	001 00701	622.94	343073
			All Payee	6443 WESCO DISTRIBUTION, INC PO BOX 31001-0465 PASADENA CA 91110-0465					
66771	08/26/14	3048	WEST COAST AIR CONDITIONING	Payment Amount RPR EVAP COOLER@BLDG#7	PV	134198	001 00701	567.21	58695
66772	08/26/14	3049	WEST COAST WATER SERVICE, INC	Payment Amount AUG'14 BOILER WTR TRMT	PV	134142	001 00701	322.00	23236
66773	08/26/14	19274	MELODY YOUNG	Payment Amount RFND BAL - CLOSED A/C	PV	134156	001 00101	200.74	051919
66774	08/26/14	3068	YSI	Payment Amount ODO BOD&SNSR CAP KITS FREIGHT	PV	134289	001 00701	1,956.55	573254
				Payment Amount				200.74	
				Total Amount of Payments Written				13.79	
				Total Number of Payments Written				56	



## Weekly Drought Brief Monday, July 14, 2014

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### **CURRENT CONDITIONS**

**Fire Activity:** CAL FIRE has responded to 3,155 wildfires across the state since January 1, burning 26,006 acres. This year's fire activity is well above the year-to-date average of 2,261 wildfires on 22,600 acres. CAL FIRE responded to nearly 250 new wildfires last week, including the Monticello Fire in Yolo County, which has burned a total of 6,500 acres.

**Reservoir Levels (% capacity):** [Reservoir Levels](#) as of July 10 remain low, including: Don Pedro 48%; Exchequer 25%; Folsom Lake 46%; Lake Oroville 40%; Millerton Lake 59%; New Melones 28%; Pine Flat 27%; San Luis 29%; Lake Shasta 39%; and Trinity Lake 41%. An update of water levels at [other smaller reservoirs](#) is also available.

**Vulnerable Water Systems:** The California Department of Public Health is providing technical and funding assistance to several communities facing drinking water shortages, and is monitoring water systems across the state to determine if new support is needed. This week, over \$8.3 million has been identified for specific emergency drinking water projects out of \$15 million appropriated in March for this purpose. Updated information can be found at the [CDPH Drinking Water Program](#) website.

**Recent precipitation:** No significant rain fell over the last week and no rain is expected soon.

### **KEY ACTION ITEMS FROM THIS WEEK**

- **State Water Board Releases Draft Urban Water Conservation Regulations:** Stepping up its call to the public to increase water conservation during the state's worsening drought, the Water Board released proposed [statewide emergency water conservation regulations](#) on Wednesday, July 9, that would restrict certain forms of outdoor water use and impose fines of up to \$500 for violations. These proposed emergency regulations will be considered by the Water Board on Tuesday, July 15.

Last month, water agencies serving California's cities and towns [provided updates](#) to the Water Board on current water consumption. These updates, combined with a statewide survey of water agencies' conservation actions, have informed the Water Board's proposed emergency water conservation regulations. Also, the Governor's April [Proclamation of Continued Emergency Drought](#) called on residents to limit outdoor irrigation and prevent wasteful water practices, and directed water agencies to prevent water waste.

- **Emergency Curtailment Regulations and Enforcement:** The proposed [emergency curtailment regulations](#) adopted on Wednesday, July 2, were submitted to the Office of Administrative Law for approval on Wednesday, July 9. If approved, the emergency regulations adopt to protect senior water right holders across the state are scheduled to go into effect on Friday, August 1. These regulations enable the Water Board to [issue curtailments](#) to additional junior water right holders on a real-time basis. The Water Board staff will continue to inspect surface water diversions in all watersheds where curtailment notices have been issued.

- **New Report Calls for Tighter Groundwater Management:** A newly released report from the California Water Foundation highlights the need for [tighter groundwater management](#) throughout California, especially as the state grapples with increased groundwater pumping due to drought.
- **UC Davis Releases Updated Study of the Drought's Impact to California's Agricultural Economy:** On Tuesday, July 15, the UC Davis Center for Watershed Sciences will release its updated estimates of the drought's economic effects in a previously released report on the Central Valley farm belt, presents new data on the state's coastal and southern farm regions and projects acres fallowed, wells drying up, jobs lost and agricultural dollars lost through 2016. [Watch the briefing](#) at the National Press Club website at 11am EDT.
- **Public Works Funding Fairs Scheduled Throughout California:** Representatives from public works agencies, local governments and California Native American tribes are invited to attend a series of [funding fairs hosted by the California Financing Coordinating Committee](#) that will highlight monies available for various projects and ways to apply for the funds.

Funding is available for a variety of projects including: water quality, wastewater treatment, water supply, restoration, flood management, streets, highways and community facilities. Fairs will be held in Fresno, San Luis Obispo, Bakersfield, Perris, and Sacramento.

- **Open Burn Ban in Affect Across the State:** Open burning continues to be prohibited on 31 million acres of land across the state due to the [burn ban that CAL FIRE](#) has directed through the coordination of its unit chiefs. This ban on open burning in state responsibility areas (outside of cities and towns) reduces wildfire danger amidst extremely dry conditions.
- **Emergency Food Aid and Rental Assistance:** The California Department of Social Services has provided to date over 116,500 boxes of food to community food banks in drought-impacted counties. Approximately 78,400 boxes of food have been picked up by households. By this Friday, July 18, an additional 15,600 will be delivered to food banks. Local food banks are targeting this food aid to residents most impacted by the drought.

The non-profit group La Cooperativa continues to distribute the \$10 million state-funded emergency rental assistance to impacted families and individuals across counties most impacted by the drought. As of Wednesday, July 3, the Department of Housing and Community Development has reported that a total of \$288,195 is committed; and \$172,450 in funds has been issued to 191 applicants in 16 counties.

- **Deadline Nearing to Apply for \$200 million in Drought Grants:** Water agencies have until Monday, July 21, to submit applications to the State Department of Water Resources for \$200 million in [Integrated Regional Water Management](#) grants that has been expedited by emergency drought legislation passed in March.
- **Water Saving Tips Promoted Across the State:** The state's newly improved water conservation website, [SaveOurWater.com](#), is promoting the "Don't Waste Summer" campaign. This campaign provides a new conservation tip each day for the 100 days of summer. Supporters can follow and share Save Our Water's [Twitter](#) and [Facebook](#) feeds for this public awareness campaign.
- **Sonora is Site of Drought Task Force Meeting:** Leaders of the Governor's Drought Task force travelled to Sonora (Tuolumne County) on Friday, June 11, to meet with local leaders

ITEM 5A

and agencies to coordinate drought response. The following Counties were present at this meeting: Tuolumne, San Joaquin, Calaveras, El Dorado, Amador, Inyo and Mono. This was the seventh regional meeting of the taskforce, following meetings in Sacramento, Ukiah, Merced, Santa Cruz, Tulare and Montague (Siskiyou County).

- **Drought Response Funding Moves Forward:** \$687 million in state drought funding that was appropriated in March through emergency legislation continues to advance toward meeting critical needs. Over \$61 million of this funding addresses emergency water needs, food aid and housing assistance to drought-impacted communities. Nearly \$21 million of those funds are already in communities providing assistance and additional funds are being readied as drought impacts worsen. Nearly \$625 million of the emergency funds appropriated in March came from sources dedicated to capital improvements to water systems. Since March, state agencies have expedited grant approvals, getting over \$21 million immediately allocated to grantees that were pre-approved for certain projects. As planned in March, the next \$200 million of expedited capital funding will be awarded this fall, with the remaining \$250 million granted by mid next-year. State government has also appropriated tens of millions in funding to CAL FIRE over its typical budget to enable staffing-up fire crews much earlier this fire season.
- **Governor's Drought Task Force:** The Taskforce continues to meet daily to take actions that conserve water and coordinate state response to the drought.

### Local Government

- **Local Emergency Proclamations:** A total of 49 local Emergency Proclamations have been received to date from city, county, and tribal governments, as well as special districts:
  - **Counties:** Glenn, Inyo, Kern, Kings, Lake, Madera, Mariposa, Mendocino, Merced, Modoc, Santa Barbara, San Joaquin, San Luis Obispo, Shasta, Siskiyou, Sonoma, Sutter, Tulare, Tuolumne, and Yuba.
  - **Cities:** Brooktrails Township-Mendocino County, City of Willits-Mendocino County, City of St. Helena-Napa County, City of Calistoga-Napa County, City of American Canyon-Napa County, City of Santa Barbara-Santa Barbara County, City of Montague-Siskiyou County, City of Live Oak-Sutter County, San Juan Bautista, Lodi City and Ripon City.
  - **Tribes:** Hoopa Valley Tribe in Humboldt County, Yurok Tribe in Del Norte County, Tule River Indian Tribe in Tulare County, Karuk Tribe in Siskiyou/Humboldt Counties, Sherwood Valley Pomo Indian Tribe, Yocha Dehe Wintun Nation, and Cortina Indian Rancheria.
  - **Special Districts:** Lake Don Pedro Community Services District, Placer County Water Agency (PCWA), Twain Harte Community Services District, Carpinteria Valley Water District, Meiners Oaks Water District, Mariposa Public Utility District, Montecito Water District, Goleta Water District, Tuolumne Utilities District, Nevada Irrigation District and Mountain House CSD.
- **Water Agency Conservation Efforts:** The Association of California Water Agencies [has identified](#) several hundred local water agencies that have implemented water conservation actions. These water agencies [are responding to the drought](#) by implementing conservation programs, which include voluntary calls for reduced water usage and mandatory restrictions where water shortages are worst.



- **County Drought Taskforces:** A total of 26 counties have established drought task forces to coordinate local drought response. These counties include: Butte, Kern, Kings, Lake, Madera, Mendocino, Merced, Modoc, Monterey, Nevada, Orange, Placer, Plumas, Sacramento, San Joaquin, San Luis Obispo, San Mateo, Santa Barbara, Siskiyou, Stanislaus, Sutter, Tehama, Tulare, Tuolumne, Yolo, and Napa. The Hoopa Tribe has also established a drought task force.

#### DROUGHT RELATED WEBSITES FOR MORE INFORMATION

**[Drought.CA.Gov](#): California's Drought Information Clearinghouse**

State's Water Conservation Campaign, [Save our Water](#)  
Local Government [Drought Clearinghouse and Toolkit](#)

California Department of Food and Agriculture, [Drought information](#)  
California Department of Water Resources [Current Water Conditions](#)

California Data Exchange Center, [Snow Pack/Water Levels](#)

California State Water Resources Control Board, Water Rights, [Drought Info and Actions](#)

California Natural Resources Agency, [Drought Info and Actions](#)

California Department of Public Health, Drinking Water [CDPH Drinking Water Program](#)

California State Water Project, [Information](#)

[U.S. Drought Monitor](#) for current conditions throughout the region

[U.S. Drought Portal](#), National Integrated Drought Information System (NIDIS)

National Weather Service [Climate Predictor Center](#)

USDA Drought Designations by County [CA County Designations](#)

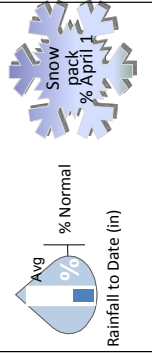
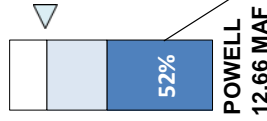
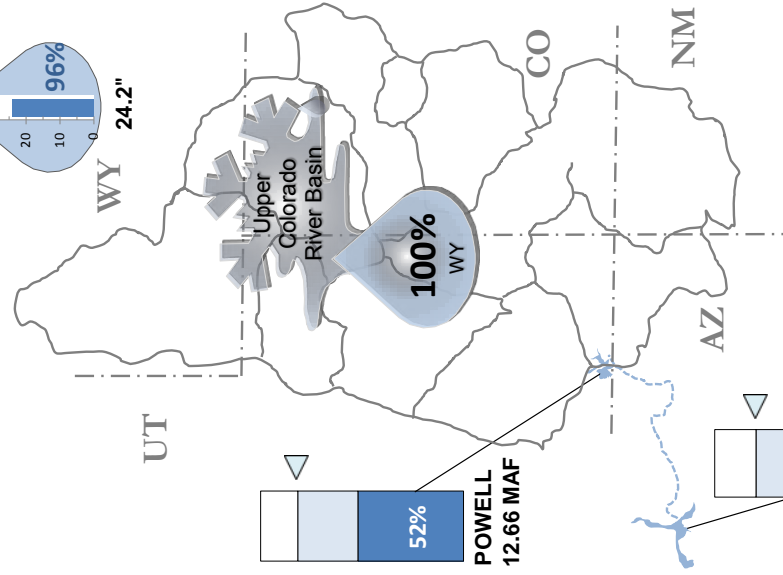
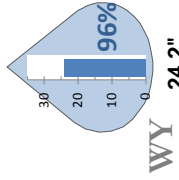
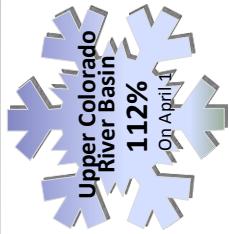
USDA Disaster and Drought Assistance Information [USDA Programs](#)

U.S. Small Business Administration Disaster Support: [www.sba.gov/disaster](http://www.sba.gov/disaster)

# WATER SUPPLY CONDITIONS CRA

As of: 07/05/2014

**2014 Colorado River**  
1,189,594 AF  
95% of full CRA



## HIGHLIGHTS

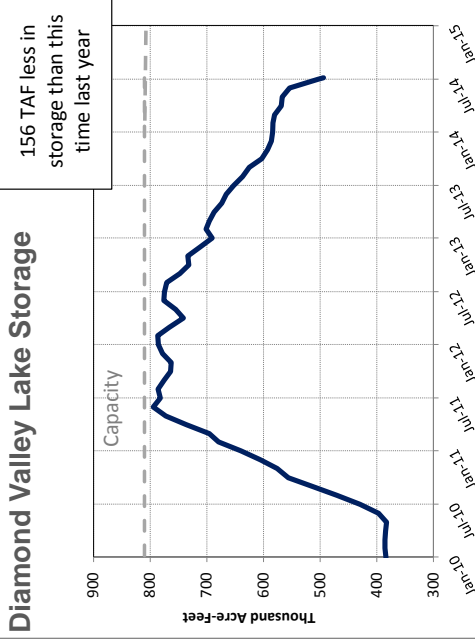
### Colorado River Basin

- § Water Year to date runoff projected to be 100% of normal.
- § Reduced Lake Powell releases exacerbating Lake Mead drawdown levels this year.

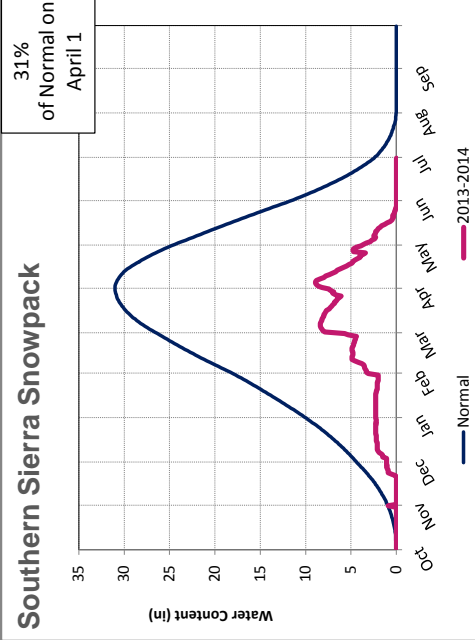
### Northern California

- § Water Year to date runoff projected to be 39% of normal.
- § 2nd lowest end of month June storage at Oroville since filling.

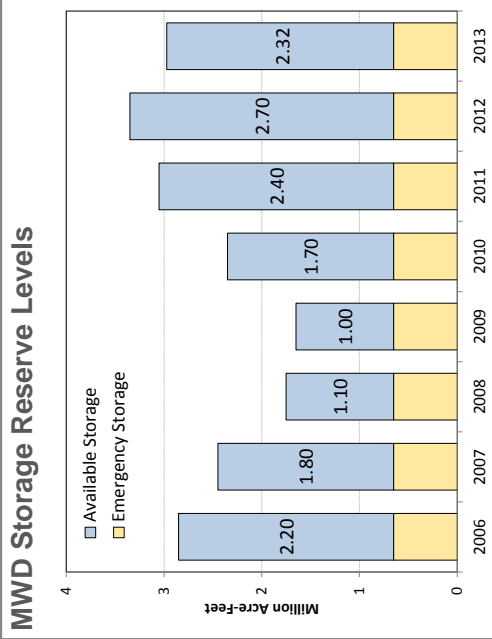
### Diamond Valley Lake Storage



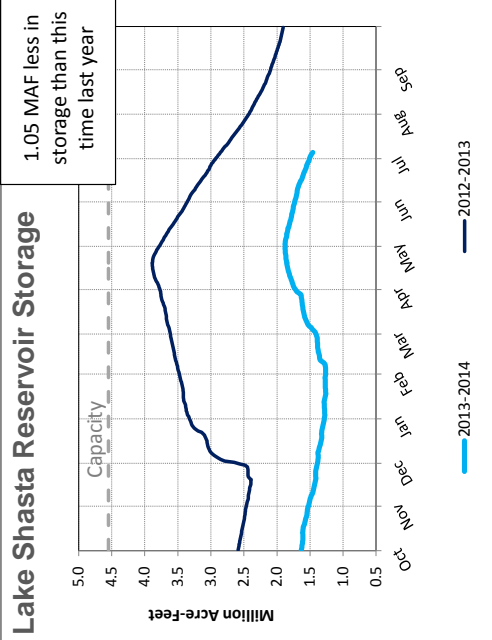
### Southern Sierra Snowpack



### MWD Storage Reserve Levels



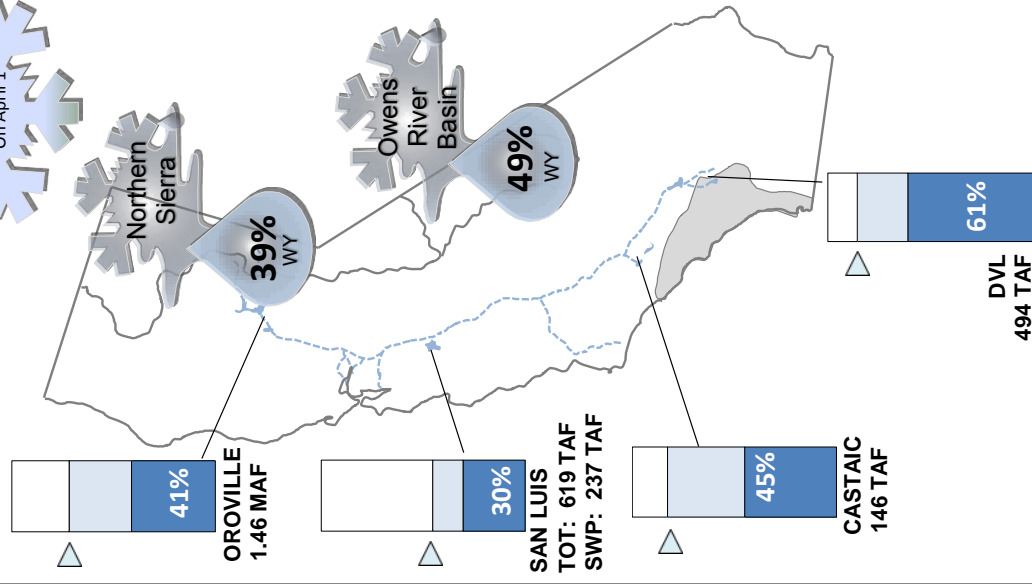
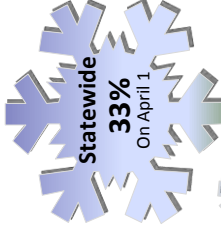
### Lake Shasta Reservoir Storage



# WATER SUPPLY CONDITIONS SWP

As of: 07/05/2014

**2014 SWP Allocation**  
95,575 AF  
5% of Table A



**OROVILLE**  
1.46 MAF  
41%

**SAN LUIS**  
TOT: 619 TAF  
SWP: 237 TAF  
30%

**CASTAIC**  
146 TAF  
45%

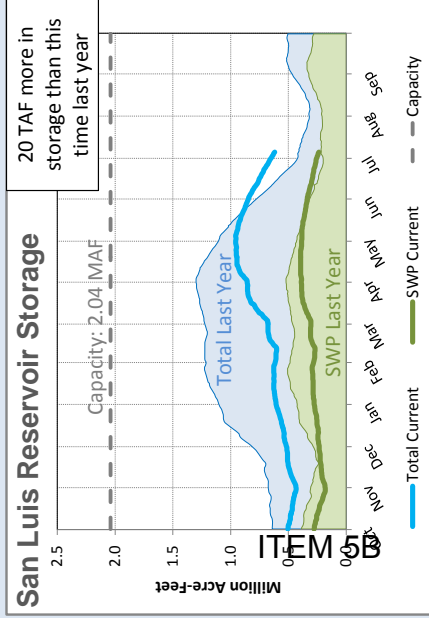
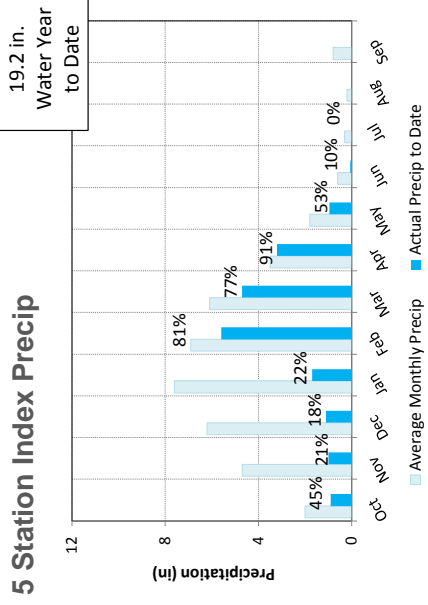
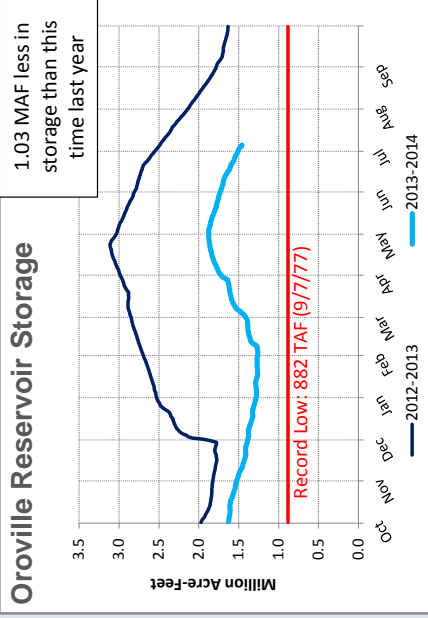
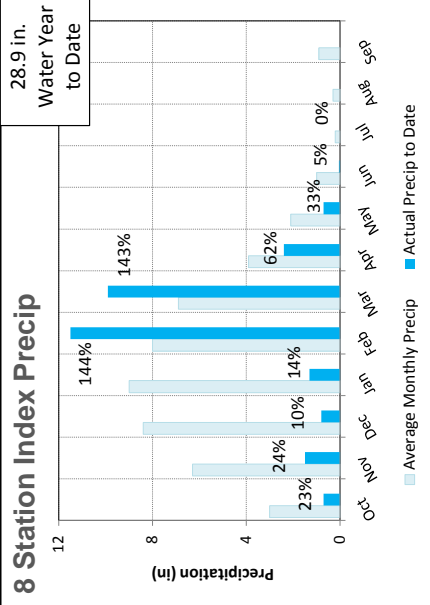
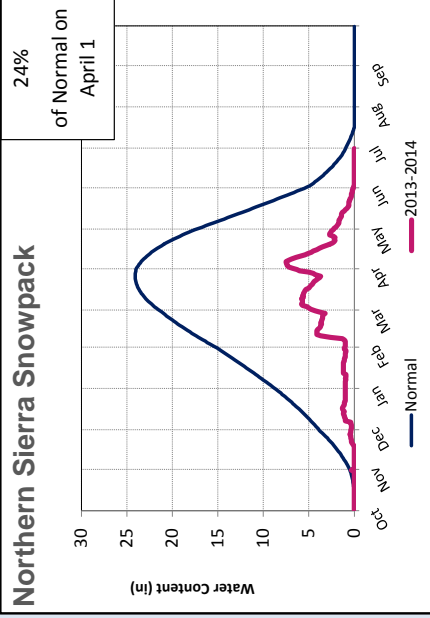
**DVL**  
494 TAF  
61%



This report contains information from various federal, state, and local agencies. Metropolitan cannot guarantee the accuracy or completeness of this information. Readers should refer to the relevant state, federal, and local agencies for additional or for the most up to date water supply information. Reservoirs, lakes, aqueducts, maps, watersheds, and all other visual representations on this report are not drawn to scale.  
[http://www.mwdh2o.com/mwdh2o/pages/yourwater/supply/res\\_storage/res\\_storage.pdf](http://www.mwdh2o.com/mwdh2o/pages/yourwater/supply/res_storage/res_storage.pdf)

# State Water Project Resources

As of: 07/05/2014

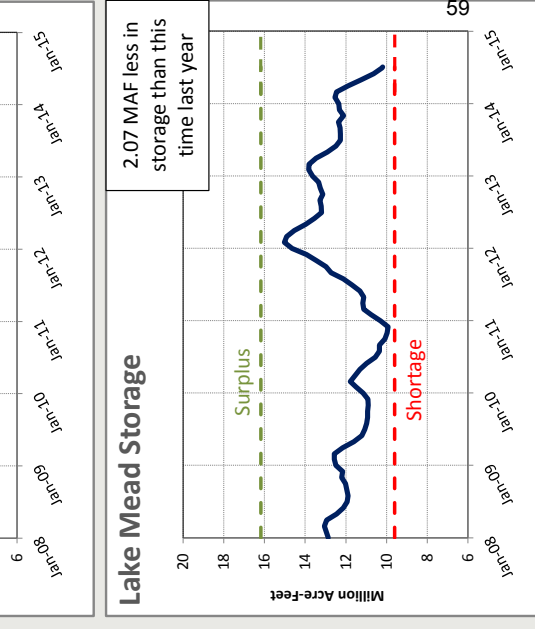
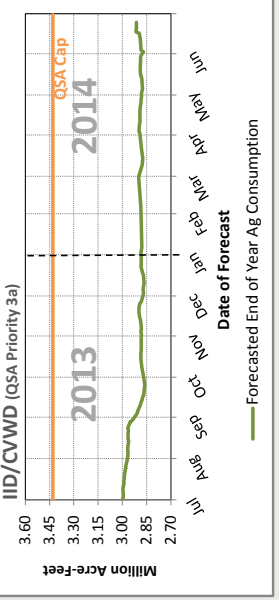
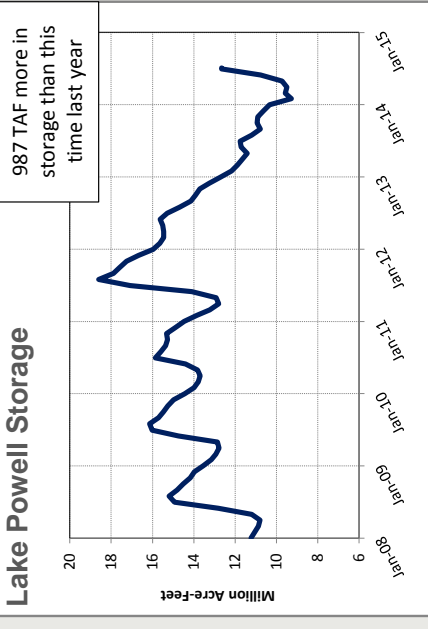
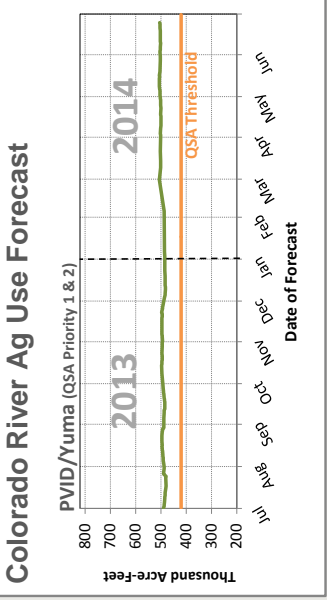
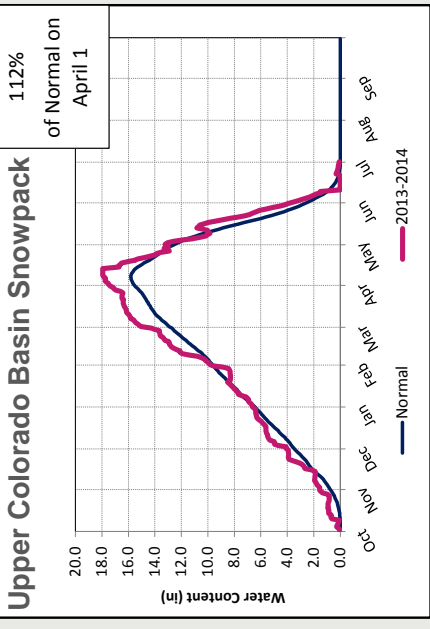
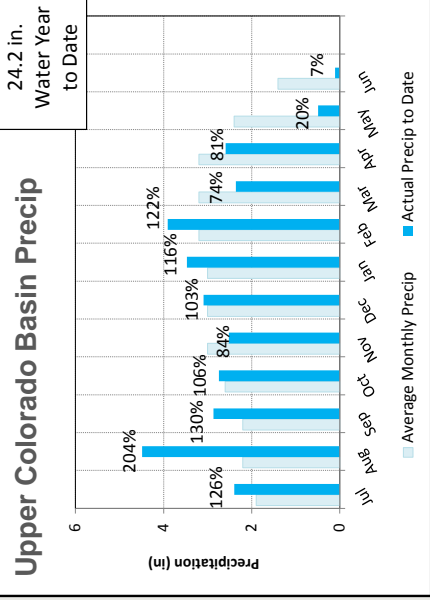


### Other SWP Contract Supplies for 2014 (AF)

Article 14(b) (Rescheduled)	0
Transfer Supplies	0
Article 56 (Prior Cal. Years(s) CO)	223,000
Pool A/B (Purchased)	0
Multi Year Market Pool	0

# Colorado River Resources

As of: 07/05/2014



### Lake Mead Outlook Likelihood of Shortage/Surplus

	2015	2016	2017	2018	2019
Shortage	0%	23%	51%	62%	58%
Surplus	0%	0%	6%	9%	17%

Based on results from the April 2014 Colorado River Simulation System model run



August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

**Subject: SCADA Communications Upgrade Phase 1: Call for Bids (Pg. 60)**

**SUMMARY:**

On April 23, 2013, the Board authorized the General Manager to execute a professional service agreement with MSO Technologies, Inc., for engineering design services in the amount of \$93,900 for the first phase of the SCADA Communications Upgrade Project. The scope of work consists of improvements and upgrades at various sites to the District's wired and wireless Supervisory Control and Data Acquisition (SCADA) network.

During the design the scope was expanded to include additional project sites based on the 60% design review meeting that ultimately benefits the District and provides overall cost savings for the project as defined in the discussion. These project sites were not initially included in MSO's scope within the first phase of work and were added from the planned second phase of work. MSO submitted a budget augmentation request in the amount of \$40,760 for the additional effort expended due to the change in scope.

**RECOMMENDATION(S):**

Authorize a Call for Bids in accordance with the project specification and proposed bid schedule for the SCADA Communications Phase 1 Upgrade project and authorize the General Manager to approve a change of scope to MSO Technologies, Inc. in the amount of \$40,760.00 for additional design services.

**FISCAL IMPACT:**

Yes

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

The adopted Fiscal Year 2014-2015 budget provides funding in the amount of \$448,450.00 under CIP Job No. 10521. Once bids are received for the Phase 1 portion of work the bid results will be presented to the Board and if required a request for additional appropriations will be requested to complete Phase 1 of the project.

**DISCUSSION:**

The proposed schedule is as follows:

Call for Bids	August 26, 2014
1st Advertisement	September 2, 2014
2nd Advertisement	September 8, 2014

ITEM 7A

Mandatory Pre-Bid Job Walk	September 24, 2014
Bid Opening	October 13, 2014
Project Award	November 11, 2014
Project Completion	270 Calendar Days from NTP (est. August 2015)

The change in scope benefits include the following:

Additional sites were added or expanded upon during the 60% design review meeting in order to fully complete each specific site without requiring future work as part of the phase 2 improvement. The reduction in mobilization of contractors at different phases of the project reduces the overall construction costs.

The addition of specific sites including Westlake, Rancho, Tapia, and lift stations 1 & 2 realize immediate cost savings of approximately \$40,000 annually by eliminating costly T1 telecommunication service.

The Calleguas East Portal repeater was added to allow Twin Lakes Pump Station to communicate to the Twin Lakes Tank. The existing buried communications line has failed numerous times causing the tank to overflow. Repair of the line not feasible.

Other site were added to complete the Backhaul ring of high speed radios. The ring is the backbone of the overall project and is needed for redundant communication through the addition of Westlake, Ranch, and Tapia. All future sites will connect through this ring.

Services during construction for the additional sites are included within the cost for the scope change.

#### **GOALS:**

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

#### **GOAL DESCRIPTION:**

The existing network system provides communication for the District's potable water, recycled water, and composting facilities. Compared with current wireless technologies, the existing system is technically limited, has surpassed it's expected life, and has been affected by frequent outages associated with phone lines. The communications upgrade to the District's SCADA network will establish a high speed wireless ethernet backbone network between major facilities and communication repeater sites. The new network will provide significantly increased speed and bandwidth, multiple communication pathways for improved reliability, and a foundation from which to extend ethernet connectivity to remote field sites.

Prepared By: Eric Schlageter, Principal Engineer

#### **ATTACHMENTS:**

[Notice Inviting Sealed Bids](#)

[Scope Change MSO](#)

**NOTICE INVITING SEALED PROPOSALS (BIDS)**  
**SCADA Phase 1 Communications Upgrade**

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 **3:00 PM** on **Monday, October 13<sup>th</sup>, 2014**, for furnishing the work described in the contract documents. Bids received after the time stated in the Call for Bids will not be accepted and will be returned, unopened, to the bidder. The time shall be determined by the time on the receptionist telephone console in our Headquarters lobby. Proposals will be publicly opened and read aloud at the office of the District, 4232 Las Virgenes Road, Calabasas, California. Said bids shall conform to and be responsive to the Specifications and Contract Documents for said work as heretofore approved by the District.

A **mandatory** pre-bid tour will be conducted at **10:30 AM** on **Wednesday, September 24<sup>th</sup>, 2014**. The meeting will begin at the District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Attendance at the pre-bid conference is a condition precedent to submittal of the bid and the District will not consider a bid from any bidder not represented at the pre-bid conference. Questions regarding the project may be directed to Eric Schlageter, P.E., at 818-251-2142.

Sets of contract documents may be purchased at the District office upon payment by check of **thirty-five dollars** (\$35) for each set requested or ten dollars (\$10) for each Compact Disc requested. Checks shall be made payable to the Las Virgenes Municipal Water District. Purchase price will not be refunded

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

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

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

BY ORDER OF THE GOVERNING BODY OF  
 LAS VIRGENES MUNICIPAL WATER DISTRICT

\_\_\_\_\_  
 Dated

\_\_\_\_\_  
 Barry S. Steinhardt  
 Secretary of the Board

CHANGE IN SCOPE TO 14986-OJ  
PROFESSIONAL SERVICES AGREEMENT # \_\_\_\_\_

Project Title: Phase 1 SCADA Communications Upgrade

Consultant:DD MSO Technologies, Inc.

Nature Of Changes:

The design scope of the first phase of the SCADA network upgrade project was expanded to include additional project sites based on the 60% design review meeting and subsequent testing of alternative paths. These additional project sites were not initially budgeted for within the first phase of the project and were added to the scope of work.

Fee Adjustment	
Previous Fee:	<u>\$93,900.00</u>
Increase/ <del>Decrease</del> :	<u>\$40,760.00</u>
Estimate <input type="checkbox"/>	Lump Sum <input type="checkbox"/> Not to Exceed <input checked="" type="checkbox"/>
Revised Fee:	<u>\$134,660.00</u>

Time Adjustment	
Previous Deadline:	_____
Additional Time:	_____
New Deadline:	_____

Las Virgenes Municipal Water District

Eric Schlageter, P.E.

\_\_\_\_\_  
David W. Pedersen, General Manager

Date: \_\_\_\_\_

June 6, 2014

Las Virgenes Municipal Water District  
Michael McIntyre  
4232 Las Virgenes Road  
Calabasas, CA 91302-1994

**REF: SCADA Network Upgrade Phase One Scope Increase**

Dear Michael:

As you're aware, the District chose to expand the scope of the first phase of the SCADA Network Upgrade Project by including additional sites. The first increase came as a result of the 60% design review meeting and subsequent testing of alternate paths. The second increase came as a result of the District needing to establish a more formal agreement for access to Castro Peak. With the exception of the Calleguas East Portal site these sites would have been included in subsequent phases of this project. Sites added to the first phase are listed below.

1. 005 Outfall
2. Calabasas Tank
3. Calleguas East Portal (repeater site)
4. Castro Peak (major network site)
5. LV1 Flow Meter
6. Rancho Las Virgenes Composting Facility
7. Reservoir One
8. Tapia Water Reclamation Facility
9. Twin Lakes Pump Station
10. Westlake Filtration Plant (major network site)

A breakdown of the additional effort is shown on the follow pages.



Michael McIntyre  
 Las Virgenes Municipal Water District  
 SCADA Network Upgrade Phase One Scope Change

<b>Detailed Design</b>			
<b>Site</b>	<b>Hours</b>	<b>Rate</b>	<b>Cost</b>
005 Outfall	4	\$140	\$ 560
Calabasas Tank	24	\$140	\$3,360
Calleguas East Portal	24	\$140	\$3,360
Castro Peak	24	\$140	\$3,360
Rancho Composting	16	\$140	\$2,240
Reservoir 1	24	\$140	\$3,360
Tapia	12	\$140	\$1,680
Twin Lakes Pump Station	8	\$140	\$1,120
Westlake Filtration Plant	12	\$140	\$1,680
Design revisions due to revised architecture	24	\$140	\$3,360
		<b>Subtotal</b>	<b>\$24,080</b>

<b>Path Investigation and Site Visits</b>			
<b>Site</b>	<b>Hours</b>	<b>Rate</b>	<b>Cost</b>
Reservoir 1 / Tapia	8	\$140	\$1,120
Castro Peak	8	\$140	\$1,120
		<b>Subtotal</b>	<b>\$ 2,240</b>

<b>Commissioning Services</b>			
<b>Site</b>	<b>Hours</b>	<b>Rate</b>	<b>Cost</b>
Construction supervision services (bid/RFI response, submittal review, installation supervision)	16	\$140	\$2,240
Commissioning and configuration services	80	\$140	\$11,200
Reimbursable expenses (MSO van and mileage)	1	\$1,000	\$1,000
		<b>Subtotal</b>	<b>\$14,440</b>

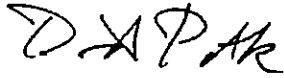
<b>Requested Change Order</b>			
Detailed Design	1	\$24,080	\$24,080
Path Testing and Site Visits	1	\$2,240	\$2,240
Commissioning Services	1	\$14,440	\$14,440
		<b>Total Change Request</b>	<b>\$40,760</b>

Michael McIntyre  
Las Virgenes Municipal Water District  
SCADA Network Upgrade Phase One Scope Change

Please contact me at any time with any questions at (805) 379-8668 extension 1001.

Sincerely,

**MSO** *Technologies*



David Patrick, P.E.



August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

**Subject: Maintenance Agreement Renewal for Sewage Metering Stations (Pg. 67)**

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

**SUMMARY:**

ADS Environmental Services (ADS) installed sewage flow meters at the C-4, Oak Park, and North Ranch metering stations and at the City of Los Angeles sewer connection near Lift Station No. 1 (four meters total). In addition to the installation of the meters, ADS provides maintenance and on-line monthly reporting services for the four meters.

Staff uses the data provided by ADS to prepare monthly sewage flow reports for the JPA partners and the City of Los Angeles. ADS provides very reliable service and reports to the District in a timely manner. The cost for the service is \$8,077.75 per meter per year, which reflects no change in cost from the two prior years.

**RECOMMENDATION(S):**

Authorize the General Manager to issue a purchase order to ADS Environmental Services for maintenance and reporting services for sewer metering stations in the amount of \$32,311.00

**FISCAL IMPACT:**

Yes

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

Sufficient funds for this service are included in the adopted Fiscal Year 2014-15 Budget (751800.5515 - \$24,233.25; 130100.5515 - \$8,077.75).

**GOALS:**

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

Prepared By: Doug Anders, Administrative Services Coordinator



August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

**Subject: Tract No. 44352 Calabasas Ridge Recycled Water Main Extension Project (Pg. 68)**

**SUMMARY:**

Tract No. 44352, Calabasas Ridge, is located in the southern portion of Calabasas Park near Park Sienna and Park Antonio. The Calabasas Ridge HOA is responsible for the maintenance and irrigation of common area landscaping along Park Sienna. The common area is currently irrigated with potable water with an annual demand of 12.25 acre-feet. A short recycled water main extension of approximately 250 feet would allow the conversion of the irrigation system from potable to recycled water, reducing demands on the potable water system.

The estimated cost of the recycled water main extension, not including on-site conversion costs, is \$60,100, which correlates to \$4,906 per acre-foot per year. Section 4-2.202 of the LVMWD Code states: "The district encourages the use of recycled water by providing reduced rates for the delivery of recycled water. The district will build recycled water facilities to serve ex-potable or potential recycled water customers if the cost is less than \$5,500/AF/year of usage. This includes everything up to and including a recycled water meter and backflow protection on the potable service."

The Calabasas Ridge HOA is a willing partner in the conversion and would be responsible for the on-site conversion. The District would be responsible for the design and construction of the recycled water main extension and coordination with the County Department of Public Health. Staff recommends that the Board approve the project and budget/appropriate funding for its completion.

**RECOMMENDATION(S):**

Find that the proposed recycled water system extension is statutorily exempt from the California Environmental Quality Act and authorize the General Manager to prepare and file a Notice of Exemption; approve a budget and appropriation in the amount of \$60,100 for the project; and authorize a Call for Bids upon completion of the design work for the Tract No. 44352 Calabasas Ridge Recycled Water Main Extension Project.

**FISCAL IMPACT:**

Yes

**ITEM BUDGETED:**

No

**FINANCIAL IMPACT:**

This project is not currently included in the adopted Fiscal Year 2014-15 Budget. A new budget and appropriation from the Recycled Water Conservation Fund in the amount of \$60,100 is necessary for the project. Sufficient funds are available in the Recycled Water Conservation Fund for the project.

**DISCUSSION:**

ITEM 7C

### Project Description:

Tract No. 44352, Calabasas Ridge, was developed in the late 1980s and is located in the southern portion of Calabasas Park, near Park Sienna and Park Antonio. The Calabasas Ridge HOA is responsible for the maintenance and irrigation of common area landscaping along Park Sienna and currently irrigates this area with potable water. Tract No. 44815 is located to the east of Tract No. 44352, and the recycled water system was extended to it in the early 1990s as a part of the Calabasas Reclaimed Waterline Extension Phase II. This project extended the recycled water system to Calabasas High School. The existing recycled water system in Tract No. 44815 ends at Park Verdi and Park Sienna, approximately 250 feet from the common area of Tract No. 44352.

The Calabasas Ridge HOA uses approximately 12.25 acre-feet per year of potable water to irrigate its common area landscaping. By extending the existing 4-inch recycled water main from Park Verdi by 250 feet, westerly along Park Sienna, this common area irrigation can be converted to recycled water. In addition to the main extension, a backflow prevention device will be installed on the existing potable water irrigation meter, so it can continue to be used for potable service to the guardhouse. The on-site irrigation system will be retrofitted for recycled water use and cross-connection control tests will be performed to assure complete separation of the two water systems.

The project is statutorily exempt from the California Environmental Quality Act pursuant to Section 21080.21 of California Public Resource Code that provides: "(a) This division does not apply to any project of less than one mile in length within a public street or highway or any other public right-of-way for the installation of a new pipeline or the maintenance, repair, restoration, reconditioning, relocation, replacement, removal, or demolition of an existing pipeline. (b) For purposes of this section, "pipeline" means subsurface pipelines and subsurface or surface accessories or appurtenances to a pipeline, such as mains, traps, vents, cables, conduits, vaults, valves, flanges, manholes, and meters." The project is within a public street and significantly less than one mile in length.

### Benefits and Financing:

There are numerous benefits to this project. First, based on the District's current water rate structure, the Calabasas Ridge HOA will realize a cost-savings of approximately \$6,500 a year by converting to recycled water. Second, reducing potable water demand and shifting it to the recycled water system helps meet the District's requirement to reduce demand by 20% by 2020. The District's strategy to meet the 20 by 2020 requirement consists of enhanced conservation incentives, implementation of budget-based water rates and conversion of customers to the recycled water system. Third, in response to the statewide drought, converting existing potable water demands to recycled water reduces the District's dependence on limited imported water supplies.

The estimated cost for the extension, not including on-site conversion costs, is \$60,100. Section 4-2.202 of the LVMWD Code states: "the district encourages the use of recycled water by providing reduced rates for the delivery of recycled water. The district will build recycled water facilities to serve ex-potable or potential recycled water customers if the cost is less than \$5,500/AF/year of usage. This includes everything up to and including a recycled water meter and backflow protection on the potable service." The cost per acre-foot per year for this project is \$4,906.

The Calabasas Ridge HOA is a willing partner in the conversion and would be responsible for the on-site conversion. The District would be responsible for the design and construction of the recycled water extension and coordination with County Department of Public Health. Additionally, Metropolitan Water District of Southern California is currently offering incentives to help fund the cost to convert potable irrigation systems to recycled water. Incentives of up to \$195 per acre-foot for five years of estimated water savings are available. The potential incentive for the Calabasas Ridge HOA is \$11,943.

### Next Steps:

The next steps for the project would be preparation of plans and specifications by staff, obtaining an encroachment permit from the City of Calabasas and issuing a Call for Bids. In October 2014, staff proposes to return to the Board with a recommendation to award a construction contract with **ITEM 7C**

proposed project completion data by the end of the calendar year.

**GOALS:**

Lead in Sanitation and Recycled Water Services Focusing on Maximum Reuse

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

**ATTACHMENTS:**

[Existing Recycled Water System - Location Map](#)

[Proposed Recycled Water Extension](#)



**City of Los Angeles**

**Mulholland Drive**

**Old Topanga Canyon Road**

**Mulholland Hwy**

**City of Calabasas**




Proposed Extension

**Park Verdi**

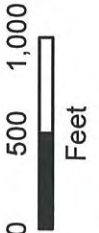
**Park Granada**

**Parkway Calabasas**

**Legend**

-  LVMWD Boundary
-  Recycled Water Main Line
-  RW Extension T44352

**Existing Recycled Water - Eastern Boundary**



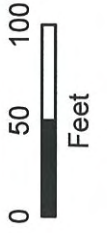
ITEM 7C



**Legend**

- Recycled Water Main Line
- - RW Extension T44352

# Proposed RW Extentstion



ITEM 7C





August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

**Subject: Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project: Call for Bids (Pg. 73)**

**SUMMARY:**

The project consists of rubberized asphalt pavement restoration in two locations of water pipeline breaks that occurred within the public right of way in the City of Agoura Hills. In addition, one of the locations requires repair of a fire hydrant lateral; the fire hydrant was removed from service following the break. For the other location, repair to the damaged water main was completed; however, restoration of the pavement with rubberized asphalt is required to meet the City's specifications. By combining the work for both locations, the District can significantly reduce the overall cost because the selected contractor will mobilize only once and utilize the same equipment.

**RECOMMENDATION(S):**

Authorize a Call for Bids for the Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project.

**FISCAL IMPACT:**

Yes

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

There is no financial impact associated with the issuance of a call for bids. Sufficient funds for project are available in the adopted Fiscal Year 2014-15 Budget.

**DISCUSSION:**

The first location requires street pavement restoration due to a 6-inch hydrant lateral break that occurred in the City of Agoura Hills on February 3, 2014 and damaged an area of pavement along Thousand Oaks Boulevard. Temporary traffic control in the form of modified lane delineation was required because the damaged area encroached on the traveled way. The temporary delineation remains in place to date, pending repair of the hydrant lateral and pavement.

The second location requires street pavement restoration caused by a water main break that occurred on November 26, 2012. The water main was repaired shortly thereafter by District crews to restore water service to the area. However, water from the broken main caused significant structural damage to the surrounding pavement section. Although the street was repaired restore normal traffic flow, the damaged portion was not replaced with rubberized asphalt as required by the City.

The delay to repair the damages at these two locations was due to the time required to negotiate the limits

of the restoration work with the City.

The proposed bid schedule is as follows:

Call for Bids	August 26, 2014
First Advertisement	September 2, 2014
Second Advertisement	September 8, 2014
Pre-Bid Meeting	September 17, 2014
Bid Opening	September 29, 2014
Award of Contract	October 14, 2014

**GOALS:**

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

Prepared By: Eric Schlageter, P.E., Associate Engineer

**ATTACHMENTS:**

[Notice Inviting Sealed Bids](#)

**NOTICE INVITING SEALED PROPOSALS (BIDS)**  
**Thousand Oaks Blvd. and Liberty Canyon Pavement Restoration**

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 **3:00 PM** on **Monday, September 29<sup>th</sup>, 2014**, for furnishing the work described in the contract documents. Bids received after the time stated in the Call for Bids will not be accepted and will be returned, unopened, to the bidder. The time shall be determined by the time on the receptionist telephone console in our Headquarters lobby. Proposals will be publicly opened and read aloud at the office of the District, 4232 Las Virgenes Road, Calabasas, California. Said bids shall conform to and be responsive to the Specifications and Contract Documents for said work as heretofore approved by the District.

A **mandatory** pre-bid tour will be conducted at **10:30 AM** on **Wednesday, September 17<sup>th</sup>, 2014**. The meeting will begin at the District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Attendance at the pre-bid conference is a condition precedent to submittal of the bid and the District will not consider a bid from any bidder not represented at the pre-bid conference. Questions regarding the project may be directed to Eric Schlageter, P.E., at 818-251-2142.

Sets of contract documents may be purchased at the District office upon payment by check of **thirty-five dollars** (\$35) for each set requested or ten dollars (\$10) for each Compact Disc requested. Checks shall be made payable to the Las Virgenes Municipal Water District. Purchase price will not be refunded

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

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

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

BY ORDER OF THE GOVERNING BODY OF  
 LAS VIRGENES MUNICIPAL WATER DISTRICT

\_\_\_\_\_  
 Dated

\_\_\_\_\_  
 Barry S. Steinhardt  
 Secretary of the Board

ITEM 7D



August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject: Supply and Delivery of Diatomaceous Earth: Request for Bids (Pg. 76)**

**SUMMARY:**

The District uses diatomaceous earth (DE) for filtration of water from the Las Virgenes Reservoir at the Westlake Filtration Plant. Traditionally, the District has issued an annual purchase order for the supply and delivery of DE, following an information bidding procedure. However, due to the escalation in cost of DE, a formal request for bids is recommended to select a new vendor and ensure that the District maintains competitive pricing for DE.

**RECOMMENDATION(S):**

Authorize a Request for Bids for the purchase and delivery of diatomaceous earth.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

There is no significant financial impact associated with the request for bids. The total annual cost for DE is estimated to be \$28,000. Sufficient funds for DE are available in the adopted Fiscal Year 2014-15 Budget and will be proposed in future year budgets.

**DISCUSSION:**

DE is the media used to filter the raw water from Las Virgenes Reservoir before it is delivered to the distribution system. When the Westlake Filtration Plant is in operation, each filter goes through a production cycle lasting five to seven days and using 2,000 to 3,000 pounds of DE. Typical operational patterns consist of 40 to 50 filter production cycles per year. To ensure competitive pricing for DE, a request for bids is recommended.

DE has traditionally been purchased via annual purchase orders, which included renewal options for one or two years. The purchase orders were issued following an informal quotation process, which is consistent with the District's Purchasing Policy for good and services estimated to cost less than \$25,000.

The most recent purchase order was issued to Dicalite Minerals Corp c/o Grefco Minerals, Inc. in the amount of \$22,100 for purchases from August 15, 2013, through August 15, 2014, with one renewal option. The vendor was contacted in late June regarding the renewal option and proposed a 9.3% increase in the current pricing for DE. Due to the proposed increase and associated exceedance of the \$25,000 threshold for the informal quotation process, a formal request for bids is recommended.

ITEM 8A

Bids will be requested according to the following schedule.

Board Authorization	Tuesday, Aug. 26, 2014
First Newspaper Advertisement	Monday, Sept. 9, 2014
Second Newspaper Advertisement	Monday, Sept. 15, 2014
Bid Opening	Monday, Sept. 22, 2014
Award	Tuesday, Oct. 10, 2014

**GOALS:**

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Gretchen Bullock, Buyer

**ATTACHMENTS:**

[Diatomaceous Earth Bid Notice](#)

NOTICE INVITING SEALED PROPOSALS (BIDS)  
**FOR SUPPLY AND DELIVERY OF**  
**Diatomaceous Earth**  
**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 Monday, September 22, 2014** for the supply and delivery of Diatomaceous Earth to the District. Bids received after the time stated in the Request 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 90 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: August 26, 2014

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





August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject: Supply and Delivery of Aluminum Sulfate: Request for Bids (Pg. 79)**

**SUMMARY:**

The District uses aluminum sulfate to enhance the coagulation of solids during to the tertiary filtration process at the Tapia Water Reclamation Facility. Shipments are needed approximately every three months. The annual contract with ChemTrade, formerly General Chemical, expired on July 28, 2014, and there are no remaining renewal options. To ensure that the District maintains competitive pricing, a request for bids is recommended to select a new vendor for supply and delivery of the aluminum sulfate.

**RECOMMENDATION(S):**

Authorize a Request for Bids for the supply and delivery of aluminum sulfate.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

There is no significant financial impact associated with the request for bids. The total annual cost for aluminum sulfate is estimated to be \$25,200. Sufficient funds for aluminum sulfate are available in the adopted Fiscal Year 2014-15 Budget and will be proposed in future year budgets.

**DISCUSSION:**

ChemTrade, formerly General Chemical, has been the District's supplier of aluminum sulfate for many years. However, since there are other suppliers for the chemical, a request for bids is recommended to ensure the District obtains the best price.

Bids will be requested according to the following schedule.

Board Authorization	Tuesday, Aug. 26, 2014
First Newspaper Advertisement	Monday, Sept. 9, 2014
Second Newspaper Advertisement	Monday, Sept. 15, 2014
Bid Opening	Monday, Sept. 22, 2014
Award	Tuesday, Oct. 10, 2014

**GOALS:**

Ensure Effective Utilization of the Public's Assets and Money

ITEM 8B

Prepared By: Gretchen Bullock, Buyer

**ATTACHMENTS:**

[Aluminum Sulfate Request for Bids](#)



NOTICE INVITING SEALED PROPOSALS (BIDS)

**FOR SUPPLY AND DELIVERY OF**

**Aluminum Sulfate**

**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 Monday, September 22, 2014** for the supply and delivery of Aluminum Sulfate to District facilities. Bids received after the time stated in the Request 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 90 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: August 26, 2014

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





August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject: Supply and Delivery of Positive Displacement and Jet-Style Water Meters: Request for Bids (Pg. 82)**

**SUMMARY:**

The District has traditionally purchased Elster water meters through a Board-approved contract with Ferguson Waterworks, a distributor of Elster Water Metering Group products. However, Elster no longer manufactures the meters specified in the contract, and the District's current meter inventory will soon be depleted. Also, staff would like to begin using jet-style meters for suitable applications where high water demands have damaged conventional positive displacement meter. To ensure that the District obtains competitive pricing for the meters, a request for bids is recommended for supply and delivery of positive displacement and jet-style water meters.

**RECOMMENDATION(S):**

Authorize a Request for Bids for positive displacement and jet-style water meters.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

There is no significant financial impact associated with the request for bids. The total annual cost for the water meters is estimated to be \$40,300. Water meters are inventory items, so the actual cost will not be expensed until the meters are used. Sufficient funds are available for the water meters in the adopted Fiscal Year 2014-15 Budget and will be proposed in future year budgets.

**DISCUSSION:**

Water meters are required throughout the year for replacement of failed meters and new installations. Due to performance problems in the field with some meters, staff is re-evaluating the current specifications and use of positive displacement and piston-style meters. The use of jet-style meters is being considered for some applications. Jet-style meters will be tested for larger estate homes that are currently experiencing failures due to over-drafting of the meter, which causes the existing positive displacement or piston-style meters to fail. The issuance of a one-year contract is needed to restore inventory levels and allow the new style of meters to be evaluated in the field prior to proposing a multi-year contract.

The request for bids does not include AMR/AMI metering equipment because staff is continuing to evaluate the most appropriate technology for completion of the District's system. However, staff will ensure compatibility of the selected positive displacement and jet-style meters with the various options for AMR/AMI metering equipment.

ITEM 8C

Bids will be requested according to the following schedule.

Board Authorization	Tuesday, Aug. 26, 2014
First Newspaper Advertisement	Monday, Sept. 9, 2014
Second Newspaper Advertisement	Monday, Sept. 15, 2014
Bid Opening	Wednesday, Sept. 24, 2014
Award	Tuesday, Oct. 10, 2014

**GOALS:**

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Gretchen Bullock, Buyer

**ATTACHMENTS:**

[Water Meter Request for Bids](#)

NOTICE INVITING SEALED PROPOSALS (BIDS)  
**FOR SUPPLY AND DELIVERY OF**  
**Water Meters**  
**FOR**  
**LAS VIRGENES MUNICIPAL WATER DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Directors of Las Virgenes Municipal Water District invites and will receive sealed proposals (bids) up to the hour of **2:00 P.M. on Wednesday, Sept. 24, 2014** for an annual contract for the supply and delivery of positive displacement and jet meters. 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 90 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: August 26, 2014

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





August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject: ACWA/JPIA Commitment to Excellence Program (Pg. 85)**

**SUMMARY:**

Currently, the District contracts with ACWA's Joint Powers Insurance Authority (JPIA) to administer workers' compensation benefits for employees. The JPIA recently developed a Commitment to Excellence Program for each of its covered areas. The program seeks to formalize the partnerships between the JPIA and its members with a commitment to implement best practices for injury and loss prevention, specifically for ergonomics and fall-related injuries. Because the District has already implemented most of the JPIA's recommended best practices, approving the District's participation in the Commitment to Excellence Program will not have a budget impact and provides an opportunity to reaffirm the District's existing efforts to minimize workplace injuries.

**RECOMMENDATION(S):**

Approve participation in the ACWA/JPIA Commitment to Excellence Program and authorize the President, Board Members and General Manager to sign the Commitment to Excellence form.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

No

**DISCUSSION:**

In October 2013, the JPIA initiated its Commitment to Excellence Program. The program constitutes a long-term effort to help JPIA members reduce the frequency and severity of workplace injuries and the associated losses. The JPIA requested that members sign the attached Commitment to Excellence form to serve as the catalyst for initiating and sustaining the effort.

Since the most frequent and costly losses come from auto, infrastructure, construction, employment practices, ergonomic and fall injury claims, the JPIA's focus is to encourage and assist its members to implement programs and practices that can prevent these types of claims and, therefore, reduce the associated losses. JPIA representatives believe the support of a member's decision-makers (president, board members, and general manager) is the best means to influence the loss reduction activities and practices unique to their organization and essential for the program's success. Each member's general manager, board president, and board members are being asked to demonstrate their on-going support by signing the Commitment to Excellence form.

Best practices for ergonomics and fall-prevention cover the following six focus areas:

1. Ergonomic Program: providing a written program, new employee orientation, and office/field evaluations.

2. Ergonomic Training: providing training to all employees along with on-going, new employee orientation and TargetSolutions (web-based) training.
3. Ergonomic Operations Equipment: providing tools, equipment, resources and mechanical assistance for ergonomic workstations.
4. Work Environment: ensuring proper housekeeping, work area debris management, and ample work site access and lighting.
5. Fall Protection Personal Protective Equipment (PPE): providing protective footwear/boots, guardrails/walkways, ladders, stairs and ramps, and climbing systems along with the necessary maintenance and storage.
6. Fall Protection Training: providing training for all employees along with maintaining and inspecting PPE.

The JPIA's focus for this program is encouraging and assisting its members to implement programs and "best practices" that reduce claims in the loss categories. In reviewing the best practices, staff is confident that the District is either already following the best practices or can readily add and use them to enhance existing programs. Additionally, the JPIA is committed to helping members to obtain resources for implementation of all the best practices.

The effectiveness of the program will be reflected in the JPIA's long-term loss rate and cost statistics. Loss rates and cost statistics will be reported and evaluated during future JPIA Committee and Board meetings. As of June 2014, a total of 85 JPIA members have signed the Commitment to Excellence form.

**GOALS:**

Assure a Quality, Continually Improving Workforce

Prepared By: Sherri Paniagua, Human Resources Manager

**ATTACHMENTS:**

[Commitment to Excellence Form](#)



ASSOCIATION OF CALIFORNIA WATER AGENCIES

**JOINT POWERS**  
INSURANCE AUTHORITY

# Commitment to Excellence

## **LAS VIRGENES MUNICIPAL WATER DISTRICT**

And the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) in mutual support for ensuring the most consistent, cost effective, and broadest possible affordable insurance coverage and related services, and in partnership with all ACWA/JPIA members, and in the interest of reducing **Las Virgenes Municipal Water District's** insurance costs, commit to a program of excellence that, through the implementation of "best practices" reduces the potential and frequency of:

- **Ergonomic (Musculoskeletal) and Fall Injuries**

And fully support the goal of implementing effective preventive measures that work to achieve these loss reductions.

Walt "Andy" Sells CEO, ACWA/JPIA  
Signature

\_\_\_\_\_(District Board President)  
Signature

\_\_\_\_\_(District General Manager)  
Signature

\_\_\_\_\_(District Board Member)  
Signature

\_\_\_\_\_(District Board Member)  
Signature

\_\_\_\_\_(District Board Member)  
Signature

\_\_\_\_\_(District Board Member)  
Signature

\_\_\_\_\_(District Board Member)  
Signature



August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject: Claim by Ian Yip (Pg. 88)**

**SUMMARY:**

On July 15, 2014, the District received a claim from Ian Yip of Calabasas for reimbursement of the plumbing expenses he incurred to repair a broken pipe that allegedly caused water to seep from the concrete in front of his garage.

Staff investigated the claim and determined that Mr. Yip's water meter is at street level, at the bottom of his driveway, which is approximately 200 yards long. The water was seeping out of the concrete in front of the claimant's garage, which is on the customer's side of the meter.

Staff recommends that the claim be denied because the incident consisted of a customer-side leak. In accordance with the LVMWD Code Section 3-4.205(a), "in no case will the district be liable for damages occasioned by water running from opened or faulty fixtures, or from opened or damaged pipes on the customer side of the meter".

Attached for reference is a copy of the claim and photos of the meter/driveway.

**RECOMMENDATION(S):**

Deny the claim from Ian Yip.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

No

**GOALS:**

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Mary Northrup

**ATTACHMENTS:**

[Claim from Ian Yip](#)

[Investigation Photos](#)





RECEIVED  
JUL 15 2014  
BY: CLK

RECEIVED  
JUL 15 2014

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: YIP, IAN

Address/location of accident or occurrence:

[Redacted address]

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

[Redacted address]

Telephone numbers: Home [Redacted]; Work [Redacted]

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)

6/29/2014

2. Where did the damage or injury occur?

Pipe Broken right below the shut off Valve of the Main pipe

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

Broken pipe - Water seeping out from concrete

4. What damage or injuries do you claim?

outside my garage.

Broken pipe

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

NA

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

NA

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?

NA

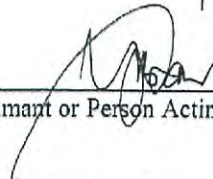
8. What is the amount of claim to date – actual? (Bills verifying such amounts may be required)

\$ 1,700.<sup>00</sup>/<sub>100</sub>

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

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

See repair Bills

  
\_\_\_\_\_  
Signature of Claimant or Person Acting on Claimant's Behalf

7/14/2014  
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: 7/15/14 Time: 2:38 pm Recorded by: 

# CHAMPION PLUMBING AND ROOTER

(818) 594-0580

Call. State Contractors' License No. 741153

11314

GRAN-GRAH  
KORFF

DATE JUNE 20/14

WORKMAN

Customer  Old  New

Classification

Name MR VIB  Owner  Tenant Bill To

Job # [REDACTED]

City CAZ Zip \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

WORK ORDERED: PIPE WORK

Reference

PIPE WORK

WORK AUTHORIZATION - I/We hereby authorize the work described along with the necessary materials and parts

Time	From	To	Hours	MATERIAL USED	AMOUNT
Mon.			1	OPEN GROUNDS TO EXPOSE WATER PIPES AND REPAIR LN.	
Tues.					
Wed.					
Thurs.			1	CUT AND BREAK CONCRETE APRON IF NECESSARY	
Fri.			1	NO REPAIRS TO CONCRETE NOT INCLUDED	
Sat.					
Sun.					
Total Hours					17.00

REPAIRS IN A/C PIPE MANIFOLD UNDER A/C GASOLINE

**NOTICE TO PAYOR**  
Under the Mechanics' Lien Law (Section 7016, California Business and Professional Code) any contractor, subcontractor, laborer, supplier or other person who helps to improve your property but is not paid for his work or supplies has a right to enforce a claim against your property. This means that, after a court hearing, your property could be sold by a court officer and the proceeds of the sale used to satisfy the indebtedness. This can happen even if you have paid your contractor in full. If the contractor, laborer, or supplier remains unpaid.

Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 24800, Sacramento, CA 95826.

Notice To Customers: Serviceman are not responsible for the further breakage of pipes or fixtures while diagnosis, taking apart or working on if break is due to old-rusted threads, pipes or fixtures.  
TO OUR CUSTOMERS: Service men are required to have work slip signed. This is done in order to protect you, the workman, and ourselves, and to enable us to give you absolute satisfactory service. You are respectfully requested to examine material and labor statement before workmen leave the job, and if you find everything satisfactory, okay this ticket. If service is unsatisfactory, in any way, please phone our office immediately.  
\*I find the time and material charges above satisfactory and agree to pay for same on presentation of invoice, and further agree to pay reasonable charges for collection, including attorneys fees in the event of my default.

Signed [Signature] by \_\_\_\_\_

Total Material	
Tax	
Service	
Permits - Insurance	
Trucks - Equipment	
TOTAL	



4232 Las Virgenes Road, Calabasas, CA 91302-1994 (818) 251-2200 • www.LVMWD.com

Member Agency of Metropolitan Water District of Southern California

**Mailing Information** 98 **Account Information**

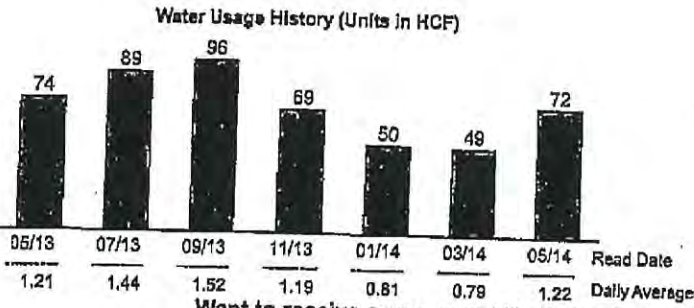
IAN YIP  
 [Redacted] **Customer #** [Redacted] **Account #** [Redacted] **Classification:** Residential  
**Service Location** [Redacted] **Bill #** 2444165

**Meter Information** **Billing Summary**

**Meter Size** 1" **Meter #** 47901208 **Bill Date** 5/21/2014  
**From** 03/17/14 **To** 05/15/14 **Days** 59 **Previous** 22 **Current** 94 **Units** 72  
**Previous Balance** \$293.49  
**Payment - Thank You** \$293.49CR  
**Balance Forward** \$0.00

**Charges** **Totals**

Category	Rate	Amount	Totals
<b>WATER</b> (1 Unit=100 Cubic Feet = 748 Gallons)			
Tier 1	18 UNITS x \$2.19	\$35.04	
Tier 2	51 UNITS x \$2.60	\$132.60	
Tier 3	5 UNITS x \$3.56	\$17.80	
Total Usage	72 UNITS		\$185.44
Elevation Charge - Zone 2			\$28.80
Readiness To Serve Charge			\$44.49
<b>SANITATION</b>			
Service Charge (Based on your Winter Average of 45)			\$108.56
<b>Current Charge</b>			<b>\$367.29</b>



**Total Amount Due** \$367.29

Want to receive or pay your bill electronically, sign up at [www.lvmwd.com](http://www.lvmwd.com)  
 Just click on LOGIN and enroll today.

Please return this portion with your payment. Make checks payable to LVMWD.

DO NOT PAY! You are on a Pre-authorized Payment Plan. The amount due will be drawn from your bank account at the time you specified.

IAN YIP  
 [Redacted]

**Customer Number** [Redacted] **Account Number** [Redacted]  
**Bill Date** 5/21/2014 **Due Date** 6/11/2014 **Total Amount Due** \$367.29

Please show payment amount DO NOT PAY  
 For Credit Card Payments Call 1-855-277-7987





August 26, 2014 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject: Update of Las Virgenes Municipal Water District Code: Review Session No. 3 (Pg. 94)**

**SUMMARY:**

This item involves the review of proposed updates to Title 3, Potable Water Service, of the Las Virgenes Municipal Water District Code (Code). Attached are three versions of the Code sections: (1) the current Code; (2) the current Code with all changes tracked; and (3) the proposed Code (clean version). Staff and the District's Legal Counsel will review the proposed changes that seek to modernize the Code, eliminate potential inconsistencies, and consolidate related provisions adopted over time.

**RECOMMENDATION(S):**

Review the proposed updates to Title 3, Potable Water Service, of the Las Virgenes Municipal Water District Code and provide feedback to staff and the District's Legal Counsel.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

No

**DISCUSSION:**

On November 12, 2013, the Board approved the District's Fiscal Year 2013-14 Tactical Actions and Activities proposed within the broader framework of the Strategic Plan Goals and Objectives. Among the actions was to update the Las Virgenes Municipal Water District Code (Code) to modernize its language, eliminate potential inconsistencies, and consolidate related provisions.

Staff proposed to accomplish this task by dividing the code into smaller parts that provide the Board the opportunity to discuss each section in more detail. On April 22, 2014, the Board reviewed the first section of the Code, Title 1, General Provisions and on June 24, 2014, the Board reviewed various chapters of Title 2, Administration.

The noteworthy proposed revisions to Title 3 pertain to the following four area.

**Capacity Fees:** The current Code provides all public agencies with an exemption for payment of capacity fees upon written request. However, Government Code Section 54999.3, which appears to support this provision, exempts only public schools from the payment of capacity fees. Staff proposes that the Board consider narrowing the exemption provided in the Code such that it is consistent with the statutory requirement for public school. If this Code change was approved, the Board can consider exemptions for other public agencies on a case-by-case basis, depending on the circumstances.

**Capacity Fees - Deposit Agreement:** Staff proposes to include an irrevocable letter of credit or bond for

option to secure payment of capacity fees. Currently, the Code only calls for recording the deposit agreement as a lien on the property.

Locating and Sizing Service Connections: Staff proposes to add language that allows the General Manager to require installation of a larger water meter and service, if necessary, when customer usage exceeds the capacity of the meter, causing damages to District property.

Leak Adjustment Policy: The District's Leak Adjustment Policy is not currently contained in the Code. Staff proposes to codify the Leak Adjustment Policy to provide for greater transparency when customers request leak adjustments.

After receiving input and feedback from the Board, the proposed revisions to the Code will remain in draft form until completion of the entire review process. Upon completion, the Board will have an opportunity to review the proposed Code in its entirety prior to its adoption.

Prepared By: Donald Patterson, Director of Finance and Administration

**ATTACHMENTS:**

[Current Title 3](#)

[Redline Title 3](#)

[Proposed Title 3 \(Clean Version\)](#)

**TITLE 3 - POTABLE WATER SERVICE****CHAPTER 1. GENERAL****ARTICLE 1 - PURPOSE AND SCOPE****3-1.101 PURPOSE**

Rules and regulations for potable water service from the district, are set forth in this Title.

**3-1.102 SCOPE**

The provisions of this Title apply to potable water service from the district; fees and deposits to cover the cost thereof; the rates for water delivered; the time and manner of payment for services rendered; regulations regarding water usage; protection of the system from mechanical and health hazards; and rules and charges for extending mains and permitting connections to existing mains. This Title does not apply to recycled water service.



## **ARTICLE 2 - DEFINITIONS**

### **3-1.201 DEFINITIONS: GENERAL**

The definitions in this Article shall be used to interpret this Title, unless otherwise apparent from the context.

### **3-1.202 ACTIVE SERVICE**

"Active Service" refers to service to property through a meter turned-on by the district and for which all fees, charges and deposits have been paid.

### **3-1.203 APPLICANT**

"Applicant" means a person applying for water service to property within the district.

### **3-1.204 CUSTOMER**

"Customer" means a person or persons who receive water service from the district.

### **3-1.205 DOMESTIC SERVICE**

"Domestic Service" refers to the delivery of water for other than temporary service or fire protection service.

### **3-1.206 INACTIVE SERVICE**

"Inactive Service" refers to a meter turned-off by the district and for which all fees and deposits described herein have been paid.

### **3-1.207 SEALED SERVICE**

"Sealed Service" refers to a service connection without a meter for which the fees, charges and deposits described herein are outstanding.

### **3-1.208 SERVICE, WATER SERVICE OR POTABLE WATER SERVICE**

"Service" or "water service" refers to the furnishing of water to a customer.

### **3-1.209 SERVICE CONNECTION**

"Service Connection" means the piping necessary to conduct water from the district's water main to the property including the meter, meter box, valves and appurtenant equipment within the meter box.

**3-1.210**      **UNIT**

"Unit" means that quantity of water which is equivalent to one hundred cubic feet or 748 gallons.

**3-1.211**      **CONNECTION FEES**

"Connection Fees" means all of the various fees levied to offset the cost of constructing potable and recycled water system improvements, and connecting and installing meters to serve new customers and setting up the new accounts.

**3-1.212**      **SERVICE FEES**

"Service Fees" means the fees levied to cover operating and maintenance costs incurred to provide water service such as meter service charges, commodity charges and pumping charges.

**3-1.213<sup>1</sup>**      **PLANNED COMMERCIAL DEVELOPMENT**

Planned Commercial Development means a single development consisting of several individual lots and common area over which the Planning Agency has permitted the transfer of density among lots.

**3-1.214<sup>2</sup>**      **MIXED USE DEVELOPMENT**

Mixed Use Development means a single development consisting of a combination of residential and commercial development over individual lots and common areas over which the Planning Agency has permitted the development.

**3-1.215<sup>3</sup>**      **CLASS OF SERVICE**

"Class of Service" refers to the type of water service provided to a customer. There are four classes of service. "Single-Family Class" refers to service to one residential unit; or an individual unit within a multi-family dwelling complex served through a dedicated water meter. "Multi-family Class" refers to service to 2 or more combined residential units served by a single water meter. "Commercial Class" refers to service to business, institution or government agency. "Irrigation Class" refers to service solely for irrigation.

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<sup>1</sup> Added by Ord. No. 10-05-247 on Oct. 11, 2005.

<sup>2</sup> Added by Ord. No. 10-05-247 on Oct. 11, 2005.

<sup>3</sup> Added by Ord. No. 09-07-252 adopted on Sep 11, 2007.

**CHAPTER 2 - COMMENCEMENT OF SERVICE**

**ARTICLE 1 - APPLICATION FOR SERVICE**

**3-2.101      COMMENCEMENT OF SERVICE: GENERAL**

(a) Each person desiring to initiate water service or change an existing water service shall: execute appropriate application process, pay the required service initiation fees, make the deposits, and meet the conditions set forth herein.

(b) Each single-family dwelling shall be served through at least one water meter of at least 3/4" size and such additional meters as the property owner may request. Cross-connection control shall be a condition especially if more than one meter is installed.

(c) Each unit of multi-family dwelling shall be served through at least one water meter of at least 5/8" in size and such additional meters as the property owner may request.

**3-2.102      COMMENCEMENT OF SERVICE: APPLICATIONS**

(a) The application form(s) shall include an agreement to abide by all rules and regulations of the district and requires the furnishing of such information as the General Manager may reasonably request. Such application shall be for service to a particular and identified property and service is not assignable to other property.

(b) If the application is for service to property not previously served by the district, the applicant shall also present evidence of compliance with local ordinances implementing the Water Conservation in Landscaping Act. In those cases where the district is administering such an ordinance on behalf of a city within the district, the application for service shall be treated as an application for concurrent review of a landscape plan.

(c) If the application is for a commercial account in the name of a corporation or partnership, the applicant shall provide a personal guarantee from an owner or principal of the applying entity, regardless of the form of organization, as follows:

"I hereby certify I am a principal/officer of the organization listed on the attached application. I accept full responsibility for all fees and charges related to water and sewer service for the organization.

---

Name and Title

**3-2.103      APPLICANT'S RESPONSIBILITY**

- (a)      The rendering of service obligates the applicant to pay for service for a minimum of one month.
- (b)      The applicant is responsible for any expenditure made by the district as a result of the submission of the application, even though the applicant withdraws the application prior to completion of the installation of the service connection.
- (c)      If an applicant gives incorrect information as to the description of the property or the location where the service connection is desired, and as a result thereof, the service connection is installed at an incorrect location, the applicant shall pay all expenses incurred for any corrections necessitated by such error.
- (d)      Two or more parties who join to make application for service to a commonly owned property shall be jointly and severally liable for water service, and single periodic bills shall be sent to their designee.
- (e)      An application to change responsibility for service may be filed by a customer as follows:
- (1)      An account can be changed from two spouses to one spouse upon provision of full information on the individual assuming billing responsibility. There will be no initiation fee and the customer number will remain the same.
  - (2)      An account can be changed to a family member if a new application is submitted and the \$20.00 initiation fee paid. A new customer number will be generated.
  - (3)      An account can be changed to other than a spouse or family member upon the filing of a new application by the responsible party. The \$20.00 initiation fee will be charged.
  - (4)      A customer can direct billing information to a third party and bills will be sent **"in care of" the party** who will make the payment. There will be no initiation fee for this service.

## **ARTICLE 2 - FEES AND DEPOSITS**

### **3-2.201 FEES AND DEPOSITS: GENERAL**

Service will be commenced after submittal of an application and upon the payment to the district of the applicable fees, charges and deposits set forth in this Article.

### **3-2.202 SERVICE FROM EXISTING SERVICE CONNECTION**

If the applicant's property can be served from an existing paid for but unused service connection, the applicant shall not be required to pay connection fees. If the applicant requests a change in meter size, additional charges shall be assessed or credits allowed in accordance with Section 3-2.218. If the applicant requests that a sealed service be activated, the applicant shall pay all outstanding connection fees and/or service fees for the service.

### **3-2.203 SERVICE FROM NEW SERVICE CONNECTION ON EXISTING MAIN**

If the applicant's property cannot be served from an existing service connection but can be served from an existing water main, the applicant shall pay service fees and deposits, connection fees and, if applicable, a pro rata share of the cost of the main in accordance with any existing main extension refund agreements.

### **3-2.204 SERVICE FROM NEW MAIN**

(a) If the applicant's property cannot be served from an existing main, the applicant shall pay connection fees; security deposits and service fees; and the cost of all improvements necessary to serve the applicant's property provided:

(1) If the water system improvements are identified in an improvement plan for a bond issue and appropriate bond proceeds are available, the improvements shall be constructed by the district using bond funds to pay for the cost of design and construction under the uniform policies of the district for expenditure of bond funds.

(2) If the water system improvements are identified in the current water system capital improvement plan, the improvements shall be constructed by the district using construction fees accrued on or after July 1, 1990, to pay for the cost of design and construction. Water system improvements are identified in the current water system capital improvement plan, within the meaning of this section, if the improvements are described in the plan or if the improvements are approved by the board as a substitute for the improvements described in the plan.

(b) If the applicant pays for the cost of a pipeline extension to serve the applicant's property, the applicant may enter into a main extension refund agreement.

### **3-2.205 FEES: INSTALLATION CHARGES**

(a) Any person desiring to obtain a connection to an existing district main shall pay the following installation charges based upon the size of meter which is required for the service:

<u>Size of Meter</u>	<u>Installation Charge</u>
3/4"	\$1,420.00
1"	\$1,430.00
1½" (or larger)	Actual Cost to District

If a pressure regulator or other special appurtenance is required, an additional charge will be paid for the regulator or special appurtenance.

(b) The above fees shall be deposited in a separate capital facilities account entitled "installation fee account", to avoid commingling of the fees with other revenues and funds of the district, except for temporary investments, and shall be expended solely for the purposes of connecting property to the district's water system and installing a water meter, as follows:

(1) For each connection, regardless of meter size, the sum of \$260.00 shall be paid to the general fund for the administrative cost of processing an application for service and establishing a new account.

(2) For each connection using a 3/4" or 1" meter, the sum of \$1,100 shall be paid to the general fund for the excavation of materials and installation of pipe lateral, meter box and fittings. For each larger connection, the amount paid to the general fund shall be based upon the time and materials expended to complete such work.

(3) For each 3/4" meter, the sum of \$60.00 shall be paid to the general fund. For each 1" meter, the sum of \$70.00 shall be paid to the general fund. For each larger meter, the actual cost of the meter shall be paid to the general fund.

(c) The above fees shall be transferred from the installation fee account to the general fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first.

### **3-2.206 POTABLE WATER CAPACITY FEES**

(a) In addition to the other charges set forth in this Code, an applicant for water service shall also pay to the district the following capacity fee, based upon the size of the applicant's water meter:

Size of Meter	Capacity Fee
5/8" x 3/4"	\$ 2,900
3/4"	4,350
1"	7,250
1 1/2"	14,500
2"	23,200
3"	46,400
4"	72,500
6"	145,000
8"	232,000
10"	362,500
12"	522,000

(b) An applicant who requests a larger service for property, which is already served, shall be credited by the then current capacity fee for the size of meter to be replaced.

(c) Capacity fees shall be deposited in a separate capital facilities account, entitled "capacity fees," **to avoid commingling of the fees with other revenue and funds of the district.** The fees shall be expended solely for the purpose of planning, designing and constructing, including debt service, the water facilities described in the water system capital improvement plan.

(d) Capacity fees shall be transferred from the deferred capacity fees account to the potable water construction fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first.

(e) Upon written request, the potable water capacity fees to be paid by a public agency for service to tax exempt property shall be reduced by the amount of the fee attributable to the cost of capital facilities.

### **3-2.207 DEPOSITS: CAPACITY FEES**

(a) Upon receipt of capacity fees, the district shall invest, account for and expend the fees as follows:

(1) The fees shall be deposited in a separate capital facilities account to avoid any commingling of the fees with other revenues and funds of the district, except for temporary investments.

(2) The fees shall be expended solely for the purpose for which the fee is collected.

(3) Any interest earned by monies in this account shall also be deposited in the account and shall be expended only for the purpose for which the fee was originally collected.

(4) On or before September 1 of each year, the district shall make available to the public the beginning and ending balance for the prior fiscal year, and the fees, interest and other income, the amount of expenditures and the amount of refunds. The board shall review this information at the next regularly scheduled public meeting, not less than 15 days after the information is made available.

(b) The board shall make findings at least once each five years with respect to any portion of the fee remaining unexpended or uncommitted in the separate capital facilities account(s) five or more years after deposit of the fee to identify the purpose to which the fee is to be put and to demonstrate a reasonable relationship between the fee and the purpose for which it was charged. The findings required by this subsection shall only be made for monies in the possession of the district and need not be made with respect to instruments of credit taken to secure payment of the fee at a future date.

(c) The district shall refund to the then current record owner or owners of lots or units of the development project or projects on a pro rated basis, the unexpended or uncommitted portion of the fee, and any interest accrued thereon, for which a need cannot be demonstrated pursuant to subsection (b) of this section, provided, if the administrative costs

of refunding exceed the amount to be refunded, the district may determine the revenues shall be allocated for some other purpose which serves the project(s) on which the fee was originally imposed. If the fees are not refunded to the record owner, the Board shall conduct a duly noticed public hearing before expending the fees for another purpose which serves the project(s).

(d) A deposit toward the fees described herein, equal to the then current fees, shall be paid prior to the date of final inspection of water facilities or the date the certificate of occupancy is issued, whichever occurs first, provided, if prior to final inspection or issuance of the certificate of occupancy, the board finds the fees are for improvements or for which an account has been established and funds appropriated, or for which the district has made expenditures or has adopted a proposed construction schedule or plan, the fees shall be deposited on demand. As used herein, "appropriated" means authorization by the Board to make expenditures and incur obligations for specific purposes. The fees shall be deposited on a lump sum basis for each dwelling in a residential property subdivision which contains more than one dwelling when the first dwelling in the development receives its final inspection or certificate of occupancy, whichever occurs first. The applicant shall execute a deposit agreement before the issuance of a statement of service required for a building permit, if the fee is not fully deposited when the application is made or may not be fully deposited when service commences.

### **3-2.208<sup>4</sup> WATER CONSERVATION FEES**

(a) In addition to the other charges set forth in the Code, an applicant for water service shall also pay to the district the following water conservation fee based upon the size of the applicant's water meter:

Size of Meter	Conservation Fee
5/8" x 3/4"	\$ 2,033
3/4"	3,050
1"	5,083
1 1/2"	10,167
2"	16,167
3"	32,533
4"	50,833
6"	101,667
8"	162,667
10"	254,167
12"	366,000

(b) Conservation fees shall be deposited in a separate capital facilities account, entitled "deferred capacity fees" account to avoid commingling of the fees with other revenues and funds of the district, except for temporary investments and shall be expended solely for the purpose of planning, designing, constructing, including debt service, recycled water facilities and implementing water conservation programs. The development of recycled water facilities allows the district to distribute available recycled water supplies, thereby avoiding the cost of constructing additional water system improvements to obtain a like amount of additional potable water from The Metropolitan Water District of Southern California. The water system capital improvement plan takes this into consideration by reducing the amount which would otherwise be charged to the water construction fee account.

<sup>4</sup> Amended by Ord. 07-06-250 on July 25, 2006. (Non-substantive changes were made throughout Title 3.)



(c) Water conservation fees shall be transferred from the deferred capacity fee account to the water conservation fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first.

(d) When an applicant for water service to a subdivision installs a recycled water distribution pipeline to serve the subdivision, which is separate and apart from the potable water distribution pipeline, the applicant shall be eligible for reimbursement of a portion of the costs of the recycled water distribution pipeline in an amount to be determined by the board, upon recommendation of the General Manager, provided such reimbursement shall not exceed 50% of the conservation fees paid by the applicant to the district for the subdivision.

(e) An applicant who requests a larger meter for property, which is already served, shall be credited by the then current water conservation fee for the size of meter to be replaced.

(f) Applicants for water service are not required to pay the water conservation fees if sewer capacity fees were paid for the proposed improvement between March 27, 1978, and November 11, 1982.

(g) Upon written request, the water conservation fees to be paid by a public agency for service to tax exempt property shall be reduced by the amount of the fee attributable to the cost of capital facilities.

### **3-2.209 FEES: CHANGES IN AMOUNT**

Connection fees may be changed at any time in accordance with state law. An applicant shall pay the connection fees existent when service commences regardless of when the connection fees are deposited or paid. As used herein, "service commences" when a request for service has been made and water can be first delivered to the applicant's property through district owned facilities and the monthly water service charges can be assessed. Service does not "commence" for the purpose of this section when construction water is provided through a temporary meter or prior to the acceptance by the district of the water system serving the applicant's property.

### **3-2.210 ASSURANCES OF SERVICE**

When an applicant desires assurances that service will be provided by the district at a future date, such assurances will be given only if the applicant agrees to be bound by district regulations, including regulations for the payment of connection fees, existent when service commences and the applicant makes financial arrangements to pay connection fees in the future by depositing cash with the district and entering into a deposit agreement.

### **3-2.211 FEES: SPECIAL SERVICES: FIRE PROTECTION**

(a) In addition to the other fees and charges set forth herein, applicants for private fire protection service shall pay the total actual cost of installation of such service from the distribution main of the district to the applicant's property line, including the costs of a suitable meter device.

(b) With the approval of the fire department, temporary service may be provided

through an existing, metered fire hydrant. When a fire hydrant is not available for temporary service, a connection may be made to an existing district main at a location acceptable to the General Manager.

### **3-2.212 FEES: WATER SYSTEM IMPROVEMENTS**

(a) An applicant for water service required to construct water system improvements shall pay all costs incurred by the District for:

(1) The preliminary design of the improvements: Before work on the preliminary design commences, the applicant shall deposit an amount equal to the General Manager's estimate of the preliminary design costs, including, if necessary, the cost of a water system design report and environmental documents.

(2) Review of the plans: After a preliminary review of the plans and specifications and before the plans are returned to the applicant with comments, the **applicant shall deposit an amount equal to the General Manager's estimate of the costs** which will be incurred by the district for plan check services.

(3) Construct Improvements: Prior to construction, the applicant shall deposit an amount equal to the General Manager's estimate of the costs which were incurred by the district for inspection.

(b) **As used herein, the term "costs incurred by the district" include: the costs of consulting services, if any, necessary to perform the tasks described above; 15% of the costs of consulting services, if any, necessary to perform such tasks to reflect administrative and overhead expenses; and amounts paid by the district to its employees working on an hourly rate. The hourly rate for district employees shall be established from time-to-time by the General Manager and shall include reasonable supervision costs, transportation costs, and so forth.**

### **3-2.213<sup>5</sup> MISCELLANEOUS FEES**

(a) If the district takes steps to discontinue service for failure to comply with this Code, the customer shall pay, in addition to any other fees, the following service charges:

(1) \$10.00 for each trip made to the property to deliver notice of future disconnection of service.

(2) \$50.00 to reactivate water service during regular business hours to reactivate water service previously disconnected for nonpayment.

(3) \$75.00 for each trip made to the property after regular business hours at the request of the customer. In no event shall service be reactivated after regular business hours if the request is made after 8:00 p.m. **After-hours' fee must be paid prior to reactivation of service.**

(b) The turning on or off of water service, other than in (a) above, for the convenience of the customer will be made during regular working hours of district's field personnel on any day at no charge. At any other time, the customer shall pay a charge equal to the cost of compensation paid to district personnel (including overtime pay) to perform such service and the cost of equipment.

<sup>5</sup> Amended by Ord. 07-06-250 on July 25, 2006. (Non-substantive changes were made throughout Title 3.)

(c) Service connections are inspected prior to acceptance to assure that they meet district specifications. Any person thereafter connecting to the service connection must do so in a business-like manner so that proper alignment of the facilities will not be changed. The district will not adjust customer plumbing which has been hooked up improperly. Meters will not be set by the district if, upon removal of the temporary spacer, the customer valve moves appreciably out of alignment, or if any part of the service connection, including the meter box, has been moved or altered. In either of these cases, the district will leave the facilities where found, and will not again return to set the meter until the applicant has made corrections and paid a fee in the amount of \$40.00 per extra trip.

(d) Any person who receives water without prior authorization through a metered connection shall pay one hundred dollars (\$100.00) for each day's use.

(e) Any person who receives water without prior authorization through an un-metered connection shall pay two hundred dollars (\$200.00) for the first offense within one year, three hundred (\$300.00) dollars for the second offense within one year, and five hundred dollars (\$500.00) for each subsequent offense within one year.

(f) The district will shop-test a water meter in the presence of the customer at the request of the customer if the required deposit is tendered. The General Manager is authorized to make adjustments in the bills rendered to customers of the district in those **instances where tests of the district's meters establish that such tested meter** is found to be in error more than 2% at medium to high test flows as prescribed by American Water Works Association ("AWWA") specifications. **The adjustments referred to above shall be limited to** a period of six months, or to the time the customer can **establish to the General Manager's** satisfaction that the meter was inaccurate, whichever is less. If a meter is found to be registering outside prescribed AWWA specifications, the meter will be replaced.

<u>Meter Size</u>	<u>Amount</u>
3/4"	\$ 50.00
1"	50.00
1-1/2"	100.00
2"	125.00
2-1/2"	125.00
3"	125.00
4"	125.00
6"	125.00
8"	150.00
10"	150.00
12"	150.00

(g) Whenever backflow prevention is necessary, any property receiving both domestic water service and recycled water service shall have a reduced pressure principle backflow device or other appropriate backflow protection installed and shall pay for the purchase and installation of the device. Annual inspection of backflow protection for recycled water services are not charged to the customer.

(h) Whenever a backflow prevention device is required to protect against contamination by other than recycled water served by the district, the customer shall pay an annual inspection fee of \$50.00. The district will do minor repairs when the device fails the test. The customer must make major repairs or replacements to achieve a passing grade on their device.

(i) If the review of a landscape plan under the Water Conservation in Landscaping Act is not reimbursed by the jurisdiction which adopted the regulations, the applicant shall deposit a landscape plan check fee in the amount of \$500 for projects with proposed landscaping of under one half acre; \$750 for projects between one half acre and one acre of proposed landscaping; and \$1,000 for projects of an acre or more of proposed landscaping.

**3-2.214 DEPOSITS: SERVICE FROM EXISTING SERVICE CONNECTION**

(a) If a residential applicant has promptly paid previous water bills or has not been determined by the General Manager to have a credit history which indicates the applicant is a credit risk, and the service connection has been installed and the charges therefor paid at the time of such application for service, no deposit shall be required before rendering service.

(b) If the residential applicant has not promptly paid previous water bills or has been determined by the General Manager to have a credit history which indicates the applicant is a credit risk, and the service connection has already been installed and charges therefor paid at the time of such application for service, the applicant shall make a cash deposit of the greater of twice the amount of the normal maximum bill for such property, as determined by the General Manager, or \$50.00.

(c) If the commercial or industrial applicant owns the property where service is requested and has not been determined by the General Manager to have a credit history which indicates the applicant is a credit risk, and the service connection has been installed and the charges therefor paid at the time of such application for service, no deposit shall be required before giving such service.

(d) If the commercial or industrial applicant owns the property where service is requested and has been determined by the General Manager to have a credit history which indicates the applicant is a credit risk, and the service connection has been installed and the charges therefor paid at the time of such application service, the applicant shall make a cash deposit of the greater of twice the amount of the normal maximum bill for such property, as determined by the General Manager, or \$100.00.

(e) If the commercial or industrial applicant is not the owner of the property where service is requested, and the service connection has been installed and the charges therefor paid at the time of such application for service, the applicant shall make a cash deposit of the greater of twice the amount of the normal maximum bill for such property, as determined by the General Manager, or \$100.00.

**3-2.215 DEPOSITS: MISCELLANEOUS**

(a) A deposit shall be required from all customers who receive a final notice 5 or more times within any two-year period, and from every customer whose service is disconnected for nonpayment of water charges. The deposit for the first disconnection for non-payment of water charges is \$50.00.

(b) Other deposits required shall be established by the General Manager, as prescribed herein, up to an amount twice the maximum bill for the given property.

(c) Deposits may be refunded to a customer after one year of service during which time

no more than one final notice has been sent to said customer. Refunds shall be made by a draft upon the district unless the customer expressly requests, in his refund application, that the refund be made by crediting the amount of the deposit to his account.

(d) In the absence of a deposit refund application as set forth herein, the refund of deposits will be made upon discontinuance of service and settlement of the closing bill.

(e) Public agencies, and public utilities, shall pay the charges herein provided, however, such agencies shall not be required to make the deposits herein provided.

**3-2.216 CREDITS: NO CHANGE IN EXISTING SERVICE**

When water service is applied for through any 3/4" or 1" sealed service, which was not installed at district expense, and which is of a size that the General Manager determines will adequately serve the applicant's needs, the district will allow a credit of \$1,050.00 upon the regular installation charge as set forth herein.

**3-2.217 CREDITS: CHANGE OF EXISTING SERVICE**

Upon written application, the size of an existing meter will be reduced at no charge.

**3-2.218 CAPACITY FEES: DEPOSIT AGREEMENT**

(a) An applicant who does not desire or is not required to make a cash deposit for capacity fees, shall enter into a deposit agreement.

(b) The General Manager shall present a form of the deposit agreement to the board for approval.

(c) The deposit agreement shall be recorded and constitutes a lien against the property for which service is sought.

**3-2.219 DEPOSITS:**

(a) Whenever a deposit is required, the General Manager shall establish the amount of deposit by estimating the district's cost of providing the materials, equipment or services for which the deposit is made. The deposit shall be tendered to the district before any work is undertaken by the district. The amount of deposit may be increased by order of the General Manager, if it appears that the original estimate is inadequate. If the applicant fails to increase the amount of deposit when requested by the General Manager, in writing to do so, then work on the project by the district shall cease. At the conclusion of the project, the General Manager shall refund any amounts deposited in excess of costs incurred.

(b) If the applicant abandons the construction of the improvements, or the recording of a subdivision for which installation and connection charges were paid, the installation and connection charges shall be refunded, with interest, to the applicant upon the applicant's written request, provided if the facilities necessary to serve the applicant's property have been installed or direct expenses incurred by the district toward such service installation, the refund permitted under this Section shall be reduced by the amount of such expenditure.

(c) Installation or connection fees paid prior to June 22, 1978, will be considered as a deposit toward the fee or charge which exists at the time service commences. Connection fees paid on or after June 22, 1979, but before March 26, 1990, shall be considered full payment of the fee existent at the time service commences.

**3-2-220 DELINQUENT CONNECTION FEES**

(a) The district may collect delinquent water or sanitation connection fees pursuant to this section if a water customer owns and occupies the property for which the water or sanitation connection fees are delinquent.

(b) A water customer shall be provided at least 15 days prior written notice of the district's intention to recommend collection of delinquent connection fees as a part of the customer's water bill. The notice shall invite the customer's comments, including opportunity to protest the existence or amount of the debt, the manner of payment and whether installment payments will be permitted.

(c) The General Manager shall consider the recommendations of staff, the comments of the customer, if any, and determine whether the connection fees should be collected as part of the customer's water bill. The decision of the General Manager shall be presented to the customer in writing at least 15 days prior to including delinquent connection fees as part of the water bill.

(d) Delinquent connection fees included on the water bill shall be treated the same as other water charges.

## **CHAPTER 3. CONDITIONS OF SERVICE**

### **ARTICLE 1 - GENERAL**

#### **3-3.101      GENERAL**

All applicants and customers shall accept such conditions of pressure and service as are provided by the distribution system of the district at the location of the proposed service connection, and hold the district harmless for any damage arising out of low pressure or high pressure conditions or interruptions in service.

#### **3-3.102      AREAS SERVED**

(a) Lands lying within the boundaries of the district are eligible to receive water service from the district.

(b) Lands lying outside the district may receive surplus water service from the district provided there exists an agreement with the governmental agency or franchised utility serving such area.

#### **3-3.103<sup>6</sup>      MAIN FRONTAGE REQUIRED**

(a) Except for planned commercial or mixed use developments, permanent water service shall not be provided unless a district water main of adequate size extends across the entire frontage of each lot to be served or unless a limited services agreement is approved by the General Manager.

(b) A District main shall extend across the entire frontage of a planned commercial or mixed use development, but need not extend across the frontage of each lot within a planned commercial or mixed use development if the General Manager determines arrangements have been made to ensure adequate service to lots without frontage.

(c) Multiple commercial or residential units may be served through a single meter, but such individual buildings or units will be individually sub-metered for water conservation purposes. Accounting of water through sub-meters is the responsibility of the property owner.

#### **3-3.104      CUSTOMERS WITHOUT FRONTAGE - PRESENTLY RECEIVING SERVICE**

Property presently receiving service, but not immediately adjacent to a district water main, may continue to receive service in compliance with these rules, until such time a district water main is installed immediately adjacent to such property. At that time, the General Manager will give written notice to customers and the property owners without limited service agreements that the service connection will be relocated to the new main at the expense of the district.

Any installation or connection charges and/or water conservation fees paid in conjunction with the original service location will be transferred to the credit of the new service connection. **The district will pay any "frontage fees" required if the new main is being privately financed. The abandoned service will thereafter be treated as a "Sealed Service,"** requiring payment of water construction and conservation fees and installation and administrative charges prior to its reactivation.

<sup>6</sup> Sec. 3-3.103 amended by Ord. No. 10-05-247 on Oct 11, 2005.

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The parties will have 120 days after the notices are mailed within which to connect their plumbing to the new service connection, at their own expense. Failure to comply with the above provisions may result in the discontinuance of all service to the property, pending compliance.

### **3-3.105 LOCATING AND SIZING SERVICE CONNECTIONS**

Water service connections will be installed as near as possible to the location desired by the applicant, within the projection of his side property lines, and shall meet the minimum size determined by local plumbing code requirements, the Uniform Building Code or the General Manager. **Service connections will be made only adjacent to the district's distribution mains,** at locations readily accessible by public streets, alleys, or other rights-of-way capable of accommodating District vehicles and equipment.

### **3-3.106 TYPES OF SERVICE**

(a) District provides permanent, limited, temporary, private, fire, surplus, inactive or sealed water service.

(b) Permanent service includes service to property meeting the frontage requirements, except temporary classes.

(c) Limited service includes service to property not adjacent to the main from which service is received, or which does not otherwise meet the frontage requirements.

(d) Temporary Service means service requested for a period of time which does not, through the payment of appropriate connection fees and charges, qualify for permanent status. Temporary service includes all customers who require service for less than 6 months, or who do not otherwise qualify for permanent domestic service. Temporary service connections will be discontinued and terminated 6 months after the installation thereof unless an application is made and an extension of time granted in writing by the General Manager, or an agreement for service outside the district specifies some other period of time. Temporary service also includes interim service which shall mean water service to a subdivision, through a master meter, during its construction phase.

(e) Private fire service includes service requested for emergency fire protection only and which will not be used for any other purpose.

(f) Surplus water service means service under special contracts for delivery of water available to the district in excess of the current requirements of the district, its inhabitants and property outside the district boundaries.

### **3-3.107<sup>7</sup> ELEVATION ZONES**

The elevation zones for water delivered by the District are:

(a) Zone I, which includes domestic water customers receiving water that does not require pumping above **a hydraulic gradient of 1235'** prior to delivery to the customer. As used in this Title, Hydraulic Gradient (or H.G.) shall mean the maximum water elevation represented by the pressure in the water system, or the maximum surface elevation of the water in the reservoir serving the system.

<sup>7</sup> Amended by Ord. No. 09-07-252 on Sep 11, 2007. (formerly entitled "Classes of Service.")



- (b) Zone II, which includes domestic water customers receiving water that requires pumping to elevations **between 1235' and 1700' prior to delivery to the customer.**
- (c) Zone III, which includes domestic water customers receiving water that requires pumping to elevations **between 1700' and 2200' prior to delivery to the customer.**
- (d) Zone IV, which includes domestic water customers receiving water that requires pumping to **elevations greater than 2200' prior to delivery to the customer.**
- (e) Zone V, which includes domestic water customers who are served water purchased by the District from other than the Metropolitan Water District of Southern California.

### **3-3.108 PRESSURE, SUPPLY AND EMERGENCY STORAGE**

The district will exercise reasonable diligence and care to deliver a continuous and adequate supply of water to the customer at a reasonable constant pressure and to avoid any shortage or interruption in delivery. The district offers water at its system pressure, and the applicant must install adequate plumbing and protective devices in accordance with the current Uniform Plumbing Code in order to utilize the available water at whatever reasonable constant pressure is available in the system. The district is not responsible for the maintenance of pressure and reserves the right to discontinue service while making repairs required in the operation of the water system. Customers depending upon a continuous supply should provide for their own emergency storage.

### **3-3.109 MAXIMUM SYSTEM PRESSURE**

Regulators will be required ahead of the district's meter where static pressures are in excess of 150 psi. Applicants for service will be charged for the district's costs of furnishing and installing the regulator. The district will set the regulator at 75 psi unless a signed waiver is received from the customer specifying a desired pressure, not to exceed 145 psi. The district assumes no liability for the accuracy of the regulator pressure setting, nor the reliability of the regulator.

### **3-3.110 MINIMUM SYSTEM PRESSURE**

The nominal hydraulic gradient at the point of use for the system is 43 psi static pressure. If the minimum expected hydraulic gradient at the point of use is between 43 and 35 psi, the applicant may install a service connection at least one size larger than would be needed if the pressure were 43 psi, and the applicant may execute an elevation agreement. If the minimum gradient at the point of use is lower than 35 psi, the applicant must execute an elevation agreement. The form for elevation agreements shall be as from time-to-time approved by the board.

## **ARTICLE 2 - EXTENSION OF FACILITIES**

### **3-3.201      GENERAL**

If the applicant's property cannot be served from an existing water main, then the applicant shall provide for the extension of the facilities necessary to provide such service in the manner set forth in this Article.

### **3-3.202      TYPES OF EXTENSIONS**

Depending upon the underlying facts, an applicant may provide for the extension of facilities by one or more of the following: (1) entering into a special contract; (2) construction of an individual main extension; or (3) installing and dedicating a subdivision main extension.

### **3-3.203      SPECIAL CONTRACTS**

(a) If an applicant is otherwise required to provide for a main extension because a district water main is not contiguous to the entire frontage of the applicant's property, the General Manager may in the exercise of his sole discretion enter into a "Limited Service Agreement" with the applicant in lieu of the main extension.

(b) If an applicant is otherwise required to provide for special facilities because the existing facilities do not deliver a sufficient water pressure to the applicant's property, the General Manager may, in the exercise of his sole discretion, enter into an "Elevation Agreement" with the applicant, in lieu of requiring the installation of the special facilities.

(c) If an applicant is otherwise required to provide for the extension of District facilities but may obtain service from facilities operated by another water purveyor, the General Manager may, in the exercise of his sole discretion, enter into a "Water Purveyor Agreement" with the other water purveyor to provide such service.

(d) **The "Limited Service Agreement," "Elevation Agreement," and "Water Purveyor Agreement" approved by the General Manager shall be in the form approved by the board from time-to-time.**

### **3-3.204      INDIVIDUAL MAIN EXTENSION: PRIVATELY FINANCED**

An applicant shall pay the cost of the main extension necessary to satisfy the appropriate frontage requirements. The necessary main extension may be accomplished in either of the following two ways:

(a) The applicant may contract for the installation of the main extension by private contractor. The design, construction, collection of fees and deposits, inspection and acceptance of the work shall be in the same amounts and in the same manner as are provided for subdivision construction herein. If refunding agreements are to be set up, the applicant must furnish satisfactory evidence on the cost of the work, including that of at least two legitimate bids were received for the work. Completion bonds will be required if the applicant requires that the district certify to the County that water service will be available to the premises.

(b) The applicant may have the district undertake the installation of the main extension. Deposits for design and inspection will be collected as provided herein. Deposit for the construction of the main extension will be provided in accordance with the schedule of costs from time-to-time promulgated by the General Manager and available at the district office in accordance with the procedure established in Chapter 2 of the Title. The deposit schedule shall reflect the district's costs for the pipeline, necessary appurtenances thereto, and administration, construction drawings and surveying fees.

### **3-3.205 INDIVIDUAL MAIN EXTENSIONS: REFUNDING AGREEMENTS**

Two methods are available to partially refund the cost of an individually financed main extension:

(a) Upon acceptance of an individual main extension by the district, the district will require all applicants whose property fronts upon the main to pay to the district a pro rata share of the original cost of the main extension before rendering service to the applicant. Thereafter, the district will refund all such collections to the person who paid for the main extension, or his or her successors or assigns, provided the terms and conditions of such refund shall be set forth in a Main Extension Refund Agreement executed by the General Manager on behalf of the district. (See Appendix B.) The Agreement shall provide, among other things:

(1) The refund shall be collected from persons who connect to the main within ten (10) years from the date of acceptance of the main by the district; and

(2) The person entitled to receive the refund keeps the district fully informed as to his whereabouts.

The 10-year refund deadline may be extended for an additional ten (10) years upon written application to the board for such extension, presented at least sixty (60) days prior to the expiration of the first ten-year period.

(b) If the main is shown on an improvement plan of the district, indicating its proposed installation within a reasonable period of years, an agreement to refund the cost of the presently required section of the main may be entered into by the district, to be paid to the person entitled thereto, at such time as the main is scheduled for installation but, in no event, shall any such district refund be made more than ten (10) years after the district's acceptance of the section of the main constructed in accordance with these provisions.

### **3-3.206 SUBDIVISIONS: PRELIMINARY DESIGN**

An application for service to property to be subdivided shall not be acted upon until the **completion of a preliminary design at the applicant's expense, as a basis for the General Manager's recommendation to the Board as to the facilities required, and the estimated amount of any district participation in the proposed water system therefor.**

The General Manager shall also review the preliminary design to determine the feasibility of providing recycled water service to all or a portion of the proposed subdivision. The General Manager shall make his recommendations to the board as to such feasibility when the preliminary design report for the subdivision is presented to the board. The nature and extent of required recycled water system improvements based upon the criteria set forth in Title 4 of this Code.

To the extent feasible, the preliminary design shall use the criteria established for landscaping plans adopted by the city or county with jurisdiction by law under the Water Conservation in Landscaping Act. The preliminary design shall be at least as strict as the criteria established under the Water Conservation in Landscaping Act and may include additional water conservation requirements.

**3-3.207 SUBDIVISIONS: FINAL DESIGN**

The board shall consider the report and recommendation of the General Manager and the preliminary design report. The board shall thereupon approve the final design of the water system improvements for the subdivision.

**3-3.208 SUBDIVISIONS: INSTALLED BY SUBDIVIDER**

Subdividers shall install the complete water system shown in the final design report, including service connections to each lot. The timing of all district construction shall be at the sole discretion of the board.

**3-3.209 SUBDIVISIONS: IMPROVEMENT SECURITY REQUIRED**

Before the district will certify that it will furnish water to the subdivided lands, the subdivider shall provide the district with security sufficient to ensure the water improvements will be constructed. Such improvement security shall be one of the following at the option of and subject to the approval of the district:

- (a) "Performance" Bond or bonds by one or more duly authorized corporate sureties.
- (b) A deposit of money or negotiable bonds of the kind approved for securing deposits of public moneys.
- (c) An instrument of credit from one or more financial institutions subject to regulations by the state or federal government and pledging that the funds necessary to carry out the act or agreement are on deposit and guaranteed for payment.

Such security shall be in the amount of 100% of the total estimated cost of the improvement at the end of the period allowed for completion of the facilities plus such additional amount, if any, necessary to guarantee the work for a period of one year following its completion against any defects in workmanship, labor done, or defective materials, furnished. The amount of such service may be increased or decreased by the board upon the recommendation of the General Manager.

**3-3.210 SUBDIVISIONS: IMPROVEMENT SECURITY: CORPORATE SURETY BONDS**

When the subdivider provides a corporate surety bond, such bond shall be substantially the form required for improvement security bonds filed in connection with the Subdivision Map Act of the State of California.

**3-3.211 SUBDIVISIONS: IMPROVEMENT SECURITY: CASH OR NEGOTIABLE BONDS**

When the subdivider deposits cash or negotiable bonds as improvement security, such cash or bonds shall be deposited with the district or a responsible escrow agent or trust company, approved by the General Manager.

**3-3.212 SUBDIVISIONS: IMPROVEMENT SECURITY: INSTRUMENTS OF CREDIT**

When the subdivider deposits an instrument of credit from one or more financial institutions pledging that funds necessary to carry out the improvement are on deposit and guaranteed for payment, such instrument of credit shall be irrevocable and unconditional until the obligation secured thereby is performed to the satisfaction of the district and shall not be subject to levy or attachment by any creditors of the depositor or subdivider.

**3-3.213 SUBDIVISIONS: IMPROVEMENT SECURITY: COORDINATION WITH OTHER AGENCIES**

In the exercise of their sole discretion, the board may enter into the following written agreements with the local agency which administers the California Subdivision Map Act whereby the district and such other agency coordinate their respective improvement security requirements in order to eliminate duplication:

(a) When the subdivider provides improvement security pursuant to the Subdivision Map Act, the improvement security required herein may be reduced or eliminated when the agency which administers the Subdivision Map Act agrees that the water system improvements are subject to the approval of the district; or

(b) When the subdivider provides improvement security to the district, the Board of Directors may agree that the water system improvements are subject to the approval of the local agency which administers the Subdivision Map Act.

**3-3.214 SUBDIVISIONS: SYSTEM DEDICATED**

All subdivision distribution lines and service connections, including meters and other appurtenances, shall become and remain the property of the district and shall be dedicated to the district before the district will undertake water service to the subdivision. The total construction cost of the water system shall be certified to the district by the subdivider.

**3-3.215 SUBDIVISIONS: PAYMENTS PRIOR TO CONSTRUCTION**

Prior to approval of water system plans, the subdivider shall execute a deposit agreement for sufficient number of meters to serve each lot within the proposed subdivision.

If additional meters are required prior to completion of construction; or if any lots require an increase in meter size, then added fees and deposits shall be paid and any necessary revisions made in the deposit agreement. A credit will be allowed for any excess deposits previously made.

### **3-3.216      SUBDIVISIONS: CONSTRUCTION WATER**

Construction water will be provided through a temporary service that will be connected to **the district's metered facilities through** a main tap which will be designed to accommodate the permanent water system required to service the subdivision for which such temporary water is requested. Fire hydrant meters may be used only at the discretion of the General Manager

The subdivider may pay the water construction and water conservation fund fees for the size of such master meter in addition to the cost of the meter and installation, and obtain **water at the district's regular rates or pay only for the setting of the master meter and obtain** water at the district's temporary water rates.

Such temporary service connections shall be discontinued and terminated within six months after installation, unless, an extension of time is granted in writing by the General Manager. Upon discontinuance of such temporary service, a refund of the salvage value of the recovered meter will be made.

### **3-3.217      SUBDIVISIONS: SERVICE CHARGES: DEVELOPER**

(a) Prior to the acceptance by the district of the water system for a subdivision, the subdivider shall pay the master meter charges and bi-monthly service charges for each parcel within the subdivision which is approved for occupancy by the local agency with jurisdiction by law or which is actually occupied.

(b) Upon acceptance by the district of the water system for a subdivision and payment of the final bill, the master meter charges shall cease and the subdivider shall be no longer responsible for the payment of bi-monthly service charges for parcels within the subdivision.

(c) Upon acceptance by the district of a portion of the water system for a subdivision, the subdivider shall no longer be responsible for the payment of bi-monthly service charges for the parcels within the portion of the subdivision receiving service from the accepted portion of the water system. The district will set up and maintain meter reading routes for meters turned on in subdivision areas accepted by the board. The total water passing **through such turned on meters will be subtracted from the subdivider's Master Meter** reading, prior to the preparation of each master meter water bill to the subdivider.

### **3-3.218      SUBDIVISIONS: SERVICE CHARGES: INDIVIDUAL CUSTOMERS**

(a) A person who occupies property prior to the acceptance or partial acceptance of the water system by the district serving the property is not a customer of the district.

(b) Upon acceptance by the district of the water system serving all or a portion of a subdivision, service to individual parcels capable of receiving or receiving service from the accepted water system shall terminate unless application for water service is made and fees and deposits made in accordance with this Title.

### **3-3.219      SUBDIVISIONS: REFUNDING AGREEMENTS**

Subdividers who are required to bear the cost of the design and construction of off-site and peripheral water pipelines may utilize either of the two refund methods made available to individual applicants as set forth herein in order to recoup the costs of construction of said pipeline insofar as it benefits property located outside the subdivision.

### **3-3.220      DISTRICT PROJECTS: GENERAL**

Notwithstanding the foregoing, the district may undertake the expansion of all or a portion of the facilities necessary to serve the applicant's property to the extent they are of general district benefit.

### **3-3.221      DISTRICT PROJECTS: SIDE FRONTAGE**

When there is an existing distribution main in the public street or right-of-way, from which corner property may receive water service from the district, and a service connection is requested (except by a subdivider, who shall be required to pay the entire expense of the necessary main extension) beyond the corner property on the other frontage of the public street which passes the corner property, and the requested service connection requires an additional main extension fronting the subject property, under this Title, the district will install, at its expense, the necessary water main for the width of the said corner property or 150 feet, whichever is the shorter distance. Distances shall be measured from the front line of the corner property, projected if necessary to eliminate property returns, and so forth.

### **3-3.222      FINANCING OF OVERSIZED FACILITIES**

(a) Should the district desire to install facilities in excess of those needed to meet the applicant's service and fire flow demands, the cost of the excess facilities shall be borne by the district.

(b) Should an applicant desire the installation of a water main to meet specialized service or fire flow requirements, the costs of the extra work shall be borne by the applicant. In such a case, the district will not participate in the side frontage as provided in Section 3-3.221. However, the side frontage will be deducted from the total frontage prior to calculating the unit reimbursement amount for the serviceable frontage.

(c) Upon acceptance of the facility with excess capacity, the district will, for a period of ten years following such acceptance, require all subsequent applicants whose property fronts upon the facilities, to pay to the district the applicant's pro rata share of the original cost of the facilities before rendering service, and the district will refund all such collections to the person, his successors or assigns, who provided the excess capacity. If the subsequent applicant's water service and fire flow requirements could have been met without the facilities with excess capacity, the subsequent applicant shall only be required to pay the district his pro rata share of any outstanding un-reimbursed costs of the facilities without considering excess capacity.

### **3-3.223      WATER CONSTRUCTION FUND PROJECTS**

A water construction fund shall be maintained to provide for the installation of water facilities from time to time necessary to increase delivery capacity of the system to accommodate new customers and changed water demand beyond that which is required for a given applicant's property.

**3-3.224      DESIGN STANDARDS**

The size, type and quality of materials and location of the lines and appurtenances thereto shall be specified by the General Manager in accordance with Standard District Specifications for water system construction and design standards, as adopted by the board from time to time.

**3-3.225      APPLICANTS REQUIRED TO PROVIDE RIGHTS-OF-WAY**

An applicant for water service or a main extension shall dedicate or cause to be dedicated to the district an easement or easements for the installation, maintenance and replacement of water system facilities to provide service to the applicant.

**3-3.226      RELOCATIONS OF FACILITIES**

Any district facilities which are relocated for the convenience of someone other than the district shall be moved at the sole expense of the person requesting the relocation. If private construction is endangering the safety of a district facility, or is causing a facility to become a hazard, the facility will be relocated by the district, and the person causing the hazard shall pay for the full cost of the relocation.

**3-3.227      OWNERSHIP OF MAINS**

All mains and appurtenant facilities connected to the district's distribution system shall become the property of the district, and shall be operated and maintained by the district. Dedication of such mains and appurtenances to the district shall be made, in a form acceptable for recording, prior to commencement of service through the new system.

**3-3.228      ASSESSMENT DISTRICTS**

A group of applicants for service along a street or right-of-way in which a main could be installed which would provide for the frontage requirements of this Title, and who represent 60% or more of the owners of frontage along the proposed main, may join together to file an application with the District to form an assessment district for the purpose of financing the necessary improvement. All costs of forming the assessment district shall be advanced by the applicants, and prorated among all the beneficiaries of the improvement upon the successful completion of the proceedings. A deposit in an amount from time-to-time determined by the General Manager must be made to cover the costs of the preliminary design prior to further proceedings being instituted by the District. No refunds will be made of monies expended in the event the proceedings are terminated prior to completion.

**3-3.229      FIRE HYDRANTS**



(a) Fire hydrants shall be installed by the district in accordance with water system design reports or when requested by a property owner.

(b) If the fire hydrant is not located where the district may readily inspect for illegal connections or not constructed to district standards for public usage, a detector check valve shall be installed to detect illegal connections and water leaks. When a fire hydrant is constructed to district standards for public hydrants on a main constructed solely for this purpose and can be inspected for misuse from public vantage point by district personnel, the requirement for a detector check valve may be waived by the district, but in no event shall the requirement be waived for private-owned fire suppression sprinkler systems.

(c) The requirements for installation of a detector check valve may be waived by the district when it is not possible to install the valve due to a high water pressure. When the requirement for a detector check valve is waived for this reason, the applicant shall provide the district with perpetual access to the fire hydrant to make inspections to determine compliance with district rules and regulations and shall construct the hydrant in accordance with district standards for public fire hydrants. When both of these conditions cannot be met, the district may authorize the installation of a single service to provide both domestic and fire service complete with a pressure regulator and a compound meter to measure water delivered to the property. In this case, the main meter of the compound meter shall act as a detector check valve and be subject to all fees and penalties associated herein. The applicant shall pay the district the actual cost of installing the necessary facilities.

### **3-3.230**

#### **SIZE AND NUMBER OF WATER CONNECTIONS**

An applicant who desires service for commercial or industrial uses, including commercial offices, shall make application for the number, size and types of service connections which will serve the projected highest water use configuration of proposed or actual improvements to the applicant's property. Before service commences, the General Manager may require that the applicant obtain service connections which differ in number, size or type from the service connections requested by the applicant if the General Manager determines the application does not accurately portray the projected highest water use configuration of the improvements to the applicant's property. After service commences, the General Manager may also refuse to change the number, size or type of service connections if the General Manager determines the applicant negligently or intentionally failed to accurately describe the ultimate projected highest water use configuration of the improvements to the applicant's property. If the number, size or type of service connections is changed after service commences, the property owner shall pay for the changes at the rates prevailing at the time of the change.

**CHAPTER 4. CONTINUATION OF SERVICE**

**ARTICLE 1 - RATES: TIME AND MANNER OF PAYMENT**

**3-4.101      GENERAL**

A customer shall be entitled to continue to receive water service from the District by compliance with the provisions of this Chapter.

**3-4.101A<sup>8</sup>      WATER SCHEDULE OF ADJUSTMENTS**

(a) During the budget development process of each fiscal year, the board shall determine whether rates charged for water recover the reasonable cost of water service, including capital costs and operation and maintenance, to the maximum extent feasible and in accordance with the Municipal Water District Law of 1911. The board shall revise the rates, if necessary, to satisfy the foregoing criteria.

(b) The General Manager, with approval of the board of directors, shall change the rates for water service to reflect changes in the cost of water delivered to the District by The Metropolitan Water District of Southern California ("Metropolitan"). Rate changes by the General Manager shall be made as follows:

(1) The fiscal impact of the Metropolitan change shall be spread among rate tiers by the same dollar amount.

(2) A written report on the change shall be presented to the board by the General Manager before the proposed effective date of the change.

(3) The written report shall demonstrate the rate change did not exceed the amount of the rate increase or decrease adopted by Metropolitan.

(4) The rate change shall not be effective until at least thirty days after a notice of the change has been mailed to customers.

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<sup>8</sup> Amended by Ord. No. 11-09-259 on Nov. 24, 2009.

**3-4.102<sup>9</sup>      READINESS TO SERVE CHARGE**

A potable water customer shall pay the following bimonthly readiness to serve charge based upon the size of the meter serving the property and effective with the date of service. This charge is to offset the cost of providing facilities to serve the customer and shall be paid whether the customer takes delivery of water or not.

Meter Size	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
3/4"	\$ 28.77	\$ 30.21	\$ 31.73
<b>3/4" x 1"</b>	28.77	30.21	31.73
1"	42.37	44.49	46.72
1-1/2"	76.35	80.17	84.18
2"	117.60	123.48	129.66
3"	225.75	237.04	248.90
4"	348.60	366.03	384.34
6"	675.75	722.14	758.25
8"	1,096.20	1,151.01	1,208.57
10"	1,571.85	1,650.45	1,732.98

**3-4.103<sup>10</sup>      COMMODITY CHARGES**

(a) In addition to the readiness to serve charge, each customer shall pay a commodity charge for water delivered through each meter in a bimonthly period based on the class of customer, tier allotments, **and the elevation zone within which the customer's property is located** as follows.

(b) A tier allotment is the number of units of water allocated to a customer for a bimonthly billing period. Tier allotments, stated in billing units, for single-family class of customers are as follows:

	Single Family
Tier 1	First 16
Tier 2	Next 51
Tier 3	Next 133
Tier 4	Over 200

Tier allotments, stated in billing units, for a multi-family class of customers are as follows:

	Multi-Family per dwelling unit
Tier 1	First 12
Tier 2	Next 2
Tier 3	Next 10
Tier 4	Over 24

Tier allotments for commercial and irrigation classes of customers are determined by multiplying the single-family class tier allotments by the meter capacity ratio for the meter serving the property.

<sup>9</sup> Amended by Ord. No. 11-12-270 adopted on Nov 13, 2012, drafted by LV.

<sup>10</sup> Amended in Ord. No. 11-12-270 adopted on Nov 13, 2012, drafted by LV.

Meter Size	Meter Capacity Ratio
3/4"	1.0
1"	1.7
1-1/2"	3.3
2"	5.3
3"	10.7
4"	16.7
6"	33.3
8"	53.3
10"	76.7

(c) Each customer shall pay a charge for the units of water delivered to offset the cost of delivery, other than pumping above Zone 1, as follows:

Volume Charge Per Unit	Commencing with meter reads on or after:		
	1/1/2013 <sup>1</sup>	1/1/2014 <sup>2</sup>	1/1/2015 <sup>3</sup>
Tier 1	\$ 1.98	\$ 2.19	\$ 2.23
Tier 2	2.37	2.60	2.72
Tier 3	3.29	3.56	3.73
Tier 4	4.68	5.02	5.26

Notes:

- For tiers 1-4, includes \$0.11 MWD pass through.
- For tiers 1-4, includes \$0.11 NWD pass through added to 1/1/13 rates.
- No pass through included.

(d) Each customer shall pay a charge for each unit of water delivered to offset the cost of pumping above Zone 1 as follows:

Elevation Charge per Unit	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
Zone 2	\$ 0.38	\$ 0.40	\$ 0.42
Zone 3	0.66	0.70	0.74
Zone 4	1.15	1.21	1.28
Zone 5	2.30	2.42	2.55

Note: the elevation charge is determined by the highest zone the water is pumped to prior to reaching the customer.

### **3-4.104<sup>11</sup> TEMPORARY SERVICE RATES**

(a) A monthly readiness to serve charge shall be paid for each temporary meter to offset the cost of providing facilities to serve the customer and shall be paid following the installation of the meter and regardless of whether the customer takes delivery of water or not. Temporary potable water meter charges are calculated by multiplying the potable rate for the same size meter by 1.5 and then dividing by two because temporary accounts are billed monthly instead of bi-monthly as the potable accounts are.

<sup>11</sup> Amended by Ord. No. 11-12-270 adopted on Nov. 13, 2012, drafted by LV.

Meter Size	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
1"	\$ 31.78	\$ 33.37	\$ 35.04
2-1/2"	169.32	177.79	186.68
3"	169.32	177.79	186.68
4"	261.45	274.53	288.26
6"	515.82	541.62	568.71
8"	822.15	863.26	906.43
10"	1,178.89	1,237.84	1,299.74

(b) The monthly volume charge per unit of potable water delivered through temporary meters shall be 150% of the Tier 4 potable water volume and elevation zone charges for the site where the temporary meter is connected.

(c) An installation fee of \$50.00 shall be paid prior to installation of the temporary meter by district staff. In addition, a meter deposit of \$500.00 for a 1" meter or \$1,500.00 for a 2-1/2" meter shall be required prior to installation of the meter. Such meter deposit will be refunded, net any costs incurred by the district relative to the temporary meter. For meters larger than 2-1/2", the deposit shall be 2 times the cost of the meter.

(d) Prior to the installation of the temporary meter, the customer shall be required to pay a deposit in an amount sufficient to guarantee the payment of twelve months of water bills as estimated by the General Manager. Such deposit will be refunded, net any costs unpaid to the district for potable water usage.

### **3-4.105 PRIVATE FIRE PROTECTION SERVICE**

(a) Detector Check Valve - The bimonthly charge for private fire protection service shall be \$15.00.

(b) Detector Meter - The bimonthly charge for fire protection service shall be \$15.00.

(c) No Meter - The bimonthly charge for fire protection service shall be \$15.00.

### **3-4.106 SERVICE OUTSIDE OF DISTRICT**

(a) The rate for surplus water used on land or property located entirely outside of the district shall be the same rate as the rate for water sold through temporary meters unless the agreement for surplus water delivery approved by the Board establishes a rate in which case the rate set forth in the agreement shall apply.

(b) The rate for water used on land or property located both inside and outside the district shall be apportioned according to the place of use insofar as the General Manager can determine the amounts used on properties within and outside of the district.

### **3-4.107 BILLING ADJUSTMENTS**

For the purpose of computing water charges, each meter upon the customer's premises will be computed separately, and readings of two or more meters will not be combined as equivalent to measurement through one meter, except in those instances in which the district, for its operating convenience, substitutes two or more meters of a smaller size in battery for a single larger meter on the same service connection, in which event the total

equivalent capacity of the smaller meters shall be substituted for the size of a single meter of a similar capacity, in the application of the rate schedule.

**3-4.108 BILLS DUE WHEN PRESENTED**

Water meters shall be read as outlined below and the district, as soon after the meter reading date as practical, shall mail or deliver to each customer a statement of his bill for the preceding period. All bills and charges shall be due and payable at the office of the district, upon presentation. Accounts will become delinquent and services may be discontinued in accordance with requirements of this Title. A late charge of 2% per billing period shall be paid on past due balances.

**3-4.109 BILLING FREQUENCY**

(a) Normally, domestic services will be billed bimonthly. Exceptions will be made, if, at the discretion of the General Manager, more frequent billing is warranted. Temporary services will be billed monthly.

(b) A person who proposes to use at least 50 acre feet of water during a 30-day period for recreational uses, such as the filling of a lake, may request the billing for the water delivered to be spread over not more than twelve consecutive months next following the commencement of delivery of water for such purposes. Such a request shall be approved by the General Manager if the customer enters into a written agreement with the district setting forth the terms and conditions of payment.

**3-4.110 APPLICATION OF DEPOSITS TO DELINQUENT ACCOUNTS**

If a consumer who has made a deposit fails to pay his delinquent bill or bills, together with all added penalties, his deposit shall be applied on his account and the service may be discontinued until such time as the deposit is restored to the amount provided herein after all delinquencies and charges are paid.

**3-4.111 FAILURE TO RECEIVE A BILL**

Failure to receive a bill does not relieve a customer of liability for payment.

**3-4.112 NOTICE OF SERVICE DISCONTINUANCE REQUIRED**

Customers desiring to discontinue service should notify the District at least 24 hours prior to vacating the premises. A fee shall be added for discontinuance requested outside normal business hours. Unless discontinuance of service is ordered, the customer will be liable for the bimonthly service charges provided for herein, whether or not any water is used.

**3-4.113 MULTIPLE DISTRICT SERVICES**

The rates and charges for all services and facilities furnished by the district shall be collected with its water rates and charges. All such charges shall be included within the same bill and collected as one item. In the event of failure to pay the whole or any part of the bill, the district may discontinue any or all service for which the bill is rendered.

**3-4.114 MULTIPLE WATER SERVICE CONNECTIONS**

When water is furnished to one customer through more than one service connection at the

same or different locations or premises, all such services may be discontinued when a bill for any one of them becomes delinquent.

**3-4.115 PRORATION OF CHARGES FOR ODD PERIODS**

Bills for water service for periods of time less than one month will be prorated.

**3-4.116 ESTIMATED BILLS**

(a) If a meter in working condition cannot be read for any reason, an estimate shall be made of the quantity of water used and a bill rendered for the estimated quantity. Should the succeeding reading indicate that the estimate is materially in error, an adjustment shall be made in the succeeding bill.

(b) If a meter becomes inoperable, billing shall be based on the quantity used in a similar period, unless circumstances indicate clearly a material change in the rate of consumption, in which case the General Manager shall estimate the quantity used, considering all pertinent factors, and render a bill accordingly.

**3-4.117 CHANGE OF CUSTOMERS WITHOUT NOTICE**

A person taking possession of premises and using water from an active connection without having made application to the district for water service, shall be held liable for the water delivered from the date of the last recorded reading, and if the meter is found inoperative, the quantity consumed will be estimated by the General Manager. If proper application for water service is not made upon notification to do so by the district, and if accumulated bills for service and the fees herein provided are not paid immediately, the service may be discontinued by the district without further notice.

**3-4.118 DELINQUENT CUSTOMER AT SAME OR NEW ADDRESS**

Should any customer fail, or refuse to pay for service furnished and charged for in accordance with the rates herein specified, he shall not again be furnished service at the same or any other location until all of his delinquent bills plus the fees and charges herein provided have been paid; and he shall be required to make a deposit sufficient to cover future services as provided herein.

**3-4.119 DELINQUENT TENANTS WITH SERVICE IN OWNER'S NAME**

Should a customer who is the owner of property, whether occupied by the customer or a tenant, fail, or refuse to pay bills for service, service may be discontinued and may not again be resumed while the premises are in the same ownership until bills, plus the fees and deposit, have been paid.

**3-4.120 FIELD COLLECTIONS - DELINQUENT ACCOUNTS**

Any district employee possessing an authorized order for the immediate disconnection of service which is delinquent under these rules, may, at the time the employee calls to make such disconnection, accept and receipt for in the field the full amount of the water service

charges shown upon such disconnection order, plus all fees herein specified. The entire amount due shall be paid, even though the payment has been mailed. Upon collection of the amounts herein above specified, the service shall be left connected or reconnected, as the case may be, otherwise, it shall be disconnected as required in such order. The employee shall not make any rebate or adjust charges. Field collections and service restoration will not be made after 8:00 p.m.

### **3-4.121 CHECK NOT HONORED BY BANK**

(a) Applicants or customers who pay bills rendered for service, fees, deposits or penalties by check or electronic funds transfer (EFT) will be held responsible for the payment being honored by the Bank upon which it is drawn. If a check or EFT transaction is refused for payment by the Bank, the writer, upon notification, will be required to redeem the payment **in cash at the district's office within 24 hours and pay a redemption fee in the amount of \$20.00.** If a customer has three returned payments, all subsequent payments will be required to be made in cash for a period of thirteen months.

(b) Service shall not be undertaken until the customer or applicant complies with the requirements of this section. In those cases where the dishonored check relates to service already commenced, the procedure set forth herein for termination of service upon failure to pay district charges, deposits and penalties shall be invoked if the customer fails or refuses to redeem the dishonored check within the allotted time.

### **3-4.122 ELECTRONIC PAYMENTS**

(a) Customers may arrange electronic payment of bills.

(b) With the receipt of the signed authorization form, a voided check, and a pre-noting of their banking information, all future statements will be paid automatically from the bank account designated on the authorization form. When the form and voided check are received by Customer Service, the information will be input into the billing system and a test run will **be completed with the customer's** banking institution on the following Thursday. The customer will be notified when the test has been completed and advised *Autopay* will be effective with their next billing cycle.

(c) The Customer Service Technician will generate the automatic payment file with our **district bank the Thursday following the customer's billing and the payment amount will be** posted to the customer account. The bank will verify all file transmissions and if there are any discrepancies, Customer Service will be notified immediately by fax from the bank. In the case of a non-sufficient transaction, the district will remove the customer from *Autopay* and the customer will be required to make bi-monthly payments on their account.

(d) Customers **may arrange payment of bills via Credit Card by accessing the District's** website ([www.LVMWD.com](http://www.LVMWD.com)) or, from a touch-tone phone. Credit Card / EFT payments cannot be accepted at the LVMWD office or by customer service personnel over the phone. If you have any questions, contact Customer Service at 818-251-2200 during regular business hours (7:30 AM – 5:00 PM Monday through Thursday and 8:00 AM to 5:00 PM on Friday).



## **ARTICLE 2 - USAGE**

### **3-4.201 USE OF WATER - SUPPLYING ANOTHER PERSON**

- (a) Water shall not be supplied to any property other than described in the application for service except as provided in this section.
- (b) The General Manager may permit a customer to supply water to a holder of a public works contract or private contractor. Such permit shall be denied to any person who is indebted to the district for any prior water or damage charges, or who has failed to comply with the rules and regulations of the district or previously issued permit.
- (c) No customer of the district shall deliver or permit to be delivered any water outside of **this district's boundaries or for use outside of the boundaries, from** a service connection, or other facilities connected to the **district's facilities, without the consent of the Board.**
- (d) Service of water shall not be made through a single meter to two or more parcels of separately owned property. A temporary exception may be made to this rule if approved by the General Manager, provided that there is no main contiguous to the property from which separate service may be had, and provided further that the customer for whom the meter was installed shall give satisfactory guarantee of payment for all water delivered. Such service shall be charged as though separate meters existed for each separate use. Whenever a district main is installed from which separate service can be rendered, the General Manager will notify the parties and the common service will be discontinued after the time limit noted in the notices.

### **3-4.202 WASTE OF WATER PROHIBITED**

No customer shall knowingly permit waste or leaks of water. Where water is wastefully or negligently used on the customer's premises, the district may discontinue the service, if such conditions are not corrected within five days after the General Manager gives the customer written notice thereof.

### **3-4.203 UNAUTHORIZED USE OF FIRE HYDRANTS**

- (a) Except as provided herein, no person shall use water from a fire hydrant for any purpose other than fire suppression.
- (b) Temporary service may be provided through a fire hydrant under Section 3-2.210.
- (c) Water may be used to maintain or test a fire sprinkler system. Authorization to use water through a fire service connection for the purpose of maintaining or testing a fire sprinkler system will be granted up to four times per year with advance notification to the district. Exceptions may be made upon the estimated quantity of water to be used. The General Manager may restrict or prohibit such non-emergency flows as may be detrimental **to the district's system.**
- (d) When it is found that a fire service or a fire hydrant has been used for any purpose other than for suppression, or a single service has exceeded the allowable capacity of the by-pass meter, the district may charge the sum of \$200.00 for the first offense, \$300.00

for the second offense, and \$500.00 for the third and subsequent offenses; if warranted by the estimate of water usage for each and every incident of authorized use. (Each day of use may be construed as a separate incident.)

If the General Manager determines that leakage has occurred, totaling less than 0.03 units **of water per period delivered during 3 consecutive billing periods to the customer's fire service or fire hydrants**, the General Manager shall notify the customer of the usage and encourage customer to fix the leak.

If the General Manager determines that leakage has occurred, totaling less than 15 units but more than 0.03 units of water per period **have been delivered to the customer's fire system or fire hydrant**, the customer shall present satisfactory evidence that the leak has been repaired, or pay \$75.00 per billing period in addition to the regular charge described herein.

If the General Manager determines that leakage has occurred, totaling more than 15 units **of water per period during three consecutive billing periods to the customer's fire service or fire hydrant**, the customer shall be required either to present satisfactory evidence that the leakage has been fixed, or he must remove the detector check valve and purchase a water meter of the appropriate size. If the customer chooses to purchase a water meter, the customer shall pay all fees and charges normally associated with the purchase of the meter.

(e) If repeated unauthorized use of a fire service or hydrant occurs, the General Manager shall notify the fire department and the occupant of the properties served by the fire service or fire hydrant that within 10 days the fire service or fire hydrant shall be disconnected until all charges for each violation have been paid and until assurances, satisfactory to the General Manager, have been given that no further unauthorized use will occur.

### **3-4.204      OPERATION OF DISTRICT FACILITIES RESTRICTED**

No one except an employee or representative of the district shall at any time, in any manner, **operate service cocks or valves, main cocks, gates or valves of the district's system, or interfere with meters or their connections, water mains or other parts of the district's water system.**

### **3-4.205      DAMAGE TO PROPERTY**

(a) In no case will the district be liable for damages occasioned by water running from opened or faulty fixtures, or from opened or damaged pipes on the customer side of the meter.

(b) **The customer shall be liable for any damage to the district's service facilities when such damage is from any act or omission of the customer or his family, tenants, agents, employees, contractors, licensees, or permittees.**

### **3-4.206      FRAUD**

Service may be discontinued, if necessary, to protect the district against fraud or abuse.

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## **ARTICLE 3 - PROTECTIVE MEASURES**

### **3-4.301 RELIEF VALVE REQUIRED**

To protect the customer's plumbing system, when pressure regulating valves or other protective devices are connected to a water heater of any type, a suitable pressure relief valve shall be installed and maintained by the customer, in accordance with the Uniform Plumbing Code.

### **3-4.302 ISOLATION OF CERTAIN SERVICE CONNECTIONS REQUIRED**

(a) There shall be no connection between a private fire protection service and any other water distribution system on the premises.

(b) There shall be no connection between an irrigation service and any other water system on the premises.

### **3-4.303 METER REQUIRED**

All water furnished by the district, except as provided in this Code, must pass through a meter. No by-pass or connection around a meter between the customer's plumbing and the district's main shall be made or maintained.

### **3-4.304 CROSS CONNECTIONS**

(a) Cross-connection shall mean any unprotected connection between any part of the district's potable water supply system and any source or system which might potentially contain water or substance that is not, or cannot, be approved as potable for human consumption.

(b) The requirements of this district regarding cross-connections are covered in the Uniform Plumbing Code and Section 7583 through 7622 of Title 17 of the California Administrative Code, which are incorporated in this Code by reference.

(c) In addition to the other requirements herein, each customer must, at his own expense, comply with the requirements of this Section. Water service may be refused or discontinued to any premises where there exists a cross-connection in violation of these requirements.

(d) Whenever back flow protection has been found necessary on a water supply line entering a customer's premises, or when more than one Domestic and/or Irrigation Service Connection supplies water to a single premises, which, in the opinion of the General Manager, would not preclude the possibility of a circulating flow between the connections, then any and all water supply lines from the district's mains entering such premises, buildings or structures shall be protected by an approved back flow device, regardless of the use.

(e) Private fire protection services are excluded from the requirement of this section.

### **3-4.305 SERVICE CONNECTION SHUT-OFF VALVES**

(a) All district shut-off valves are installed by and for the use of the district and will usually be found immediately adjacent to the street side of the meter.

(b) The district provides a valve on the customer's side of each meter. This valve is for the customer's use, and may be operated at the customer's convenience.

**3-4.306**      **OWNERSHIP AND ACCESSIBILITY OF SERVICE CONNECTIONS**

All service connections and all water meters installed or accepted for use by the District shall remain the property of the district. Service connections shall be kept safely and readily accessible for district personnel. The expense of maintenance, repairs, and renewal of such service connections and meters, due to normal wear and tear, shall be borne by the district.

**3-4.307**      **CUSTOMER PLUMBING APPLIANCES SUBJECT TO APPROVAL**

Water service may be refused or discontinued to any premises where apparatus or appliances are in use which unreasonably endanger district facilities.

## **ARTICLE 4 - WATER CONSERVATION**

### **3-4.401      GENERAL**

The district will offer educational materials to its customers in the efficient use of water to help customers conserve water. The district will furnish customers with water conservation information and make water-conserving fixtures and equipment available. The district will assist cities and the county in the implementation of the Water Conservation in Landscaping Act. This Article sets forth water conservation measures which shall be followed by customers.

### **3-4.402      REQUIREMENTS**

(a) Customers shall conserve water supplied by the District by the prevention and elimination of all waste or leakage of water.

(b) All new plumbing fixtures installed within the District service area must conform to the following requirements:

- (1) Toilets shall use less than 1.6 gallons per flush.
- (2) Showerheads shall flow at less than 2.5 gallons per minute.
- (3) Non-residential lavatory faucets shall be metering or self-closing.
- (4) Urinals shall use not more than 1.5 gallons per flush.

(c) All fixtures must be approved by the State Department of Housing and Community Development, and toilets, urinals and showerheads must have a certification of volume by a reputable independent testing organization.

(1) Where requirements of this subsection would cause hardship or if suitable fixtures are not available, hot water re-circulating systems or point of use hot water heaters may be substituted as water conserving measures for up to two toilet installations per single family dwelling.

(2) In commercial uses, developers/owners may install fixtures that use up to 3.5 gallons per flush when rest room facilities must meet County handicapped use requirements and/or when vandalism of tank style toilets is likely.

(d) All water conserving fixture installations shall be subject to compliance inspection, prior to issuance of final occupancy permits, by one of the following agencies: Los Angeles County, City of Agoura Hills, City of Calabasas, City of Westlake Village, City of Hidden Hills, or the district. Inspection reports shall be supplied by the inspector to the district and the appropriate city or the county.

(e) For the benefit of the public, and to further the cause of water conservation in landscaping, one home in each model home display must be landscaped with water efficient (xeriscape) plant material and irrigated with appropriate water-conserving irrigation systems.

- (1) The landscaping for the Xeriscape model shall be designed to be drought tolerant. The use of irrigation intensive plantings shall be discouraged.
- (2) All turf areas shall be no more than 30% of the area landscaped.
- (3) The model home display shall draw attention to the specific landscape materials and irrigation techniques utilized.

### **3-4.403 RECYCLED WATER USE**

To conserve the district's potable water supply, recycled water shall be used as follows:

(a) Where recycled water is available and appropriate, the use of potable water for irrigation purposes shall be considered a waste of potable water. Upon written notice from the General Manager that recycled water is available and appropriate for use, the customer shall have 60 days to commence the use of recycled water. Thereafter, all potable water which is delivered to the property for irrigation shall be charged at a rate of 150% of the then current **potable water rate. As used in this section, "available" means a district recycled water main is contiguous to the site in question.**

**As used in this section, "appropriate" means that the proposed use is acceptable to the Department of Health Services and the Regional Water Quality Control Board.**

(b) Potable water shall not be used for construction activities such as compaction and dust control when recycled water is available and appropriate. As used in this paragraph, **"available" also means that the cost of required recycled water, when added to the cost of required recycled water conveyance facilities, is less than, or equal to, the cost of an equivalent amount of potable water priced at 150% of regular potable water rates, plus the cost of necessary potable water conveyance facilities.**

### **3-4.404<sup>12</sup> WATER CONSERVATION MEASURES**

- (a) Customers shall comply with the following water conservation measures:
  - (1) Potable water shall not be used to clean or sweep hard surfaces such as sidewalks, walkways, driveways or parking areas unless the washing is performed with an approved water conservation broom, and only as necessary to protect the public health and safety.
  - (2) Hotels, motels and other places for commercial transient occupancy shall offer guests who stay more than one night the opportunity to retain towels and linens during their stay.
  - (3) Car washing is permitted only with the use of a nozzle having an automatic shut-off.
- (b) Customers shall use the following irrigation practices:
  - (1) Irrigation shall occur after 5:00 p.m. and before 10:00 a.m., provided no irrigation is permitted during rainfall, provided further, irrigation is not permitted for 24 hours after rainfall in excess of 1 inch.
  - (2) Irrigation shall not run off to streets, gutters or adjacent properties.
  - (3) The District shall assist in the promotion of water efficient irrigation practices by monitoring compliance with landscaping plans approved by cities and the

<sup>12</sup> Amended Sec. 3-4.404 by Ord. No. 06-11-266 on June 14, 2011. (Formerly entitled "Violations".)

county under the Water Conservation in Landscaping Act. The District shall notify the city or county with jurisdiction by law if it is determined that a landscaping plan has been breached.

**3-4.405<sup>13</sup> CONSERVATION INCENTIVES**

Customers are encouraged to make the most efficient use of the potable and recycled water supplies. The district may by resolution offer financial and other incentives to customers who replace high volume water use equipment, appliances and devices with low volume water use equipment, appliances and devices.

**3-4.406<sup>14</sup> IRRIGATION PRACTICES**

REPEALED.

**3-4.407<sup>15</sup> WATER SHORTAGE RESPONSE – DROUGHT AND EMERGENCIES**

REPEALED.

**3-4.408<sup>16</sup> ENFORCEMENT**

(a) Customers shall be notified in writing when the first violation of this article is discovered by the District. The notice shall include a warning that further violations could result in stricter penalties as set forth below.

(b) Customers who violate this article for a second time within a twelve-month period have committed an infraction punishable by a fine of up to \$50.00.

(c) Customers who violate this article for a third time within a twelve-month period have committed an infraction punishable by a fine of up to \$100.00.

(d) Customers who violate this article for a fourth time within a twelve-month period have committed an infraction punishable by a fine of up to \$250.

(e) The District may install flow restrictors or terminate service to customers who have violated provisions of this article five times within a twelve-month period.

(f) Customers shall be encouraged to report violations of this article through the **District's water conservation "hot line"**.

(g) Fines collected pursuant to this section shall be deposited in a special fund and spent to provide assistance for water reduction appliances and processes.

**3-4.409<sup>17</sup> LONG-TERM WATER USE REDUCTIONS**

<sup>13</sup> Amended Sec. 3-4.405 by Ord. No. 07-09-257 on July 14, 2009. (Formerly entitled "Rebates").

<sup>14</sup> Sec. 3-4.406 repealed by Ord. No. 01-09-254 on Jan 27, 2009.

<sup>15</sup> Sec. 3-4.407 repealed by Ord. No. 06-11-266 on June 14, 2011.

<sup>16</sup> Sec. 3-4.408 added by Ord. No. 01-09-254 on January 27, 2009.

<sup>17</sup> Sec 3-4.409 amended by Ord. No. 06-11-266, on June 14, 2011. (Formerly "Water Shortage Response-Water Budgets)



The General Manager shall recommend appropriate programs and projects to achieve a **20% reduction in the District's water uses by the year 2020.**

**TITLE 3 - POTABLE WATER SERVICE****CHAPTER 1. GENERAL****ARTICLE 1 - PURPOSE AND SCOPE****3-1.101**      **PURPOSE**

~~Rules and regulations~~Regulations for potable water service ~~from the district,~~ are set forth in this Title.

**3-1.102**      **SCOPE**

~~The provisions of this~~This Title ~~apply~~applies to potable water service from the district; rates, fees and deposits to cover the cost thereof; ~~the rates for water delivered;~~ the time and manner of payment for services rendered; regulations regarding water usage; protection of the system from mechanical and health hazards; and rules and charges for extending mains and permitting connections to existing mains. This Title does not apply to recycled water service.

## ARTICLE 2 - DEFINITIONS

### **3-1.201      DEFINITIONS: GENERAL**

The definitions in this Article shall be used to interpret this Title, unless otherwise apparent from the context.

### **3-1.202      ACTIVESERVICE OR WATER SERVICE**

~~"Active Service" refers to or "water service to property thorough" means the delivery of potable water through a meter turned on by the district and District for which all fees, and charges and deposits have been paid. "Service" does not refer to the system of pipes and appurtenances to deliver water.~~

### **3-1.203      APPLICANT**

"Applicant" means a person applying for water service ~~to property within the district.~~

### ~~3-1.204      CUSTOMER~~

~~"Customer" means a person or persons who receive water service from the district.~~

### ~~3-1.205      DOMESTIC SERVICE~~

~~"Domestic Service" refers to the delivery of water for other than temporary service or fire protection service.~~

### ~~3-1.206      INACTIVE SERVICE~~

~~"Inactive Service" refers to a meter turned off by the district and for which all fees and deposits described herein have been paid.~~

### ~~3-1.207      SEALED SERVICE~~

~~"Sealed Service" refers to a service connection without a meter for which the fees, charges and deposits described herein are outstanding.~~

### ~~3-1.208      SERVICE, WATER SERVICE OR POTABLE WATER SERVICE~~

~~"Service" or "water service" refers to the furnishing of water to a customer.~~

### ~~3-1.209      SERVICE CONNECTION~~

~~"Service Connection" means the piping necessary to conduct water from the district's water main to the property including the meter, meter box, valves and appurtenant equipment~~

~~within the meter box.~~

### ~~3-1.210~~ UNIT

~~"Unit" means that quantity of water which is equivalent to one hundred cubic feet or 748 gallons.~~

### ~~3-1.211~~ CONNECTION FEES

~~"Connection Fees" means all of the various fees levied to offset the cost of constructing potable and recycled water system improvements, and connecting and installing meters to serve new customers and setting up the new accounts.~~

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### ~~3-1.212~~ SERVICE FEES

~~"Service Fees" means the fees levied to cover operating and maintenance costs incurred to provide water service such as meter service charges, commodity charges and pumping charges.~~

### ~~3-1.213~~<sup>†</sup> PLANNED COMMERCIAL DEVELOPMENT

~~Planned Commercial Development means a single development consisting of several individual lots and common area over which the Planning Agency has permitted the transfer of density among lots.~~

### ~~3-1.214~~<sup>‡</sup> MIXED USE DEVELOPMENT

~~Mixed Use Development means a single development consisting of a combination of residential and commercial development over individual lots and common areas over which the Planning Agency has permitted the development.~~

### ~~3-1.215~~<sup>‡</sup> CLASS OF SERVICE

"Class of Service" refers to the type of water service provided to a customer. There are four classes of service. "Single-Family Class" refers to service to one residential unit; or an individual unit within a multi-family dwelling complex served through a dedicated water meter. "Multi-family Class" refers to service to 2 or more combined residential units served by a single water meter. "Commercial Class" refers to service to business, institution or government agency. "Irrigation Class" refers to service solely for irrigation.

### 3-1.205 DOMESTIC SERVICE

"Domestic Service" refers to the delivery of water for other than temporary service or fire protection service.

<sup>†</sup>Added by Ord. No. 10-05-247 on Oct. 11, 2005.

<sup>‡</sup>Added by Ord. No. 10-05-247 on Oct. 11, 2005.

<sup>‡</sup>Added by Ord. No. 09-07-252 adopted on Sep 11, 2007.

**3-1.206 CONNECTION FEES**

"Connection Fees" means fees levied by the District to recover the cost of facilities needed to provide water service, including: "Capacity Fees" to recover the cost of the potable water system delivering water (distribution pipeline) up to a lateral pipeline connecting the distribution pipeline to a customer's meter; a "Conservation Fee" to pay for the cost of facilities to conserve potable water capacity; and "Meter Fees" to pay for the cost of the lateral pipeline from the distribution pipeline and the meter.

**3-1.207 CUSTOMER**

"Customer" means a person or persons receiving water service from the district.

**3-1.208 SERVICE FEES**

"Service Fees" means the fees levied to recover costs incurred to operate and maintain the water system

**3-1.209 TYPES OF SERVICE**

(a) District provides permanent, limited, temporary, private, fire, surplus, inactive or sealed water service.

(b) "Permanent Service" means service to property meeting the frontage requirements.

(c) "Limited Service" means service to property which does not otherwise meet the frontage requirements.

(d) "Temporary Service" means service which does not qualify for permanent status. Temporary service connections will be discontinued and terminated 6 months after the installation unless an extension of time granted in writing by the General Manager, or an agreement for service outside the district specifies some other period of time. Temporary service includes service to a subdivision, through a master meter, during its construction phase.

(e) "Private Fire Service" means service for emergency fire protection only.

(f) "Surplus Water Service" means service in excess of the current requirements of the district, its inhabitants to property outside the district boundaries.

(g) "Inactive Service" refers to a meter turned-off by the district and for which all fees and deposits described herein have been paid.

(h) "Sealed Service" refers to a service connection without a meter for which the fees, charges and deposits described herein are outstanding.

**3-1.210 UNIT**

"Unit" means one hundred cubic feet or 748 gallons.

**CHAPTER 2 - COMMENCEMENT OF SERVICE**

**ARTICLE 1 - APPLICATION FOR SERVICE**

**3-2.101 COMMENCEMENT OF SERVICE: GENERAL**

(a) ~~Each person desiring to initiate~~An applicant for water service or ~~for to~~ change an existing water service shall: execute appropriate application process, pay the required service initiation fees, make the deposits, and meet the conditions set forth herein.

(b) Each single-family dwelling shall be served through at least one water meter of at least 3/4" size and such additional meters as the property owner may request. Cross-connection control shall be ~~a condition especially required~~ if more than one meter is installed ~~or non-potable water or unregulated water is available to the property.~~

(c) Each unit of multi-family dwelling shall be served through at least one water meter of at least 5/8" in size and such additional meters as the property owner may request.

**3-2.102 COMMENCEMENT OF SERVICE: APPLICATIONS**

(a) The application ~~form(s)~~ shall include an agreement to abide by ~~all rules and regulations of the district and requires the furnishing of~~and such information as the General Manager may reasonably request. Such application shall be for service to a particular and identified property ~~and service is not assignable to other property.~~

(b) If the application is for service to property not previously served by the district, the applicant shall also present evidence of compliance with local ordinances implementing the Water Conservation in Landscaping Act. ~~In those cases where~~if the district is administering such an ordinance on behalf of a city within the district, the application for service shall be treated as an application for concurrent review of a landscape plan.

(c) If the application is for ~~a commercial~~an account in the name of a corporation or partnership, the applicant shall provide a personal guarantee from an owner or principal of the ~~applying~~entity, regardless of the form of organization, as follows:

"I hereby certify I am a principal/officer of the organization listed on the attached application. I accept full responsibility for all fees and charges related to water and sewer service for the organization.

\_\_\_\_\_  
Name and Title

### 3-2.103 APPLICANT'S RESPONSIBILITY

(a) The ~~rendering applicant shall pay for a minimum of one month~~ of service ~~obligates~~ if the applicant ~~to pay for service for a minimum of one month~~ is approved.

(b) ~~—The applicant is responsible for any expenditure made shall pay expenses incurred by the district~~ District as a result of ~~the submission of the application, even though the applicant withdraws the application prior to completion of the installation of the service connection.~~

~~(c) —If an applicant gives incorrect information as to the description of the property or the location where the service connection is desired, and as a result thereof, the service connection is installed at an incorrect location, the applicant shall pay all expenses incurred for any corrections necessitated by such error~~ on the application.

~~(d) —Two or more parties who join to make application for service to~~ (c) Multiple applicants for a commonly owned property shall be jointly and severally liable for water service, ~~and. A single periodic bills~~ bill shall be sent to their designee.

~~(e) —An application to change responsibility~~ (d) Responsibility for service may be ~~filed~~ claimed by a customer as follows:

(1) An account can be changed from two spouses to one spouse ~~upon provision of full~~ with information on the individual assuming billing responsibility. ~~There will be no initiation fee and the customer number will remain the same.~~

(2) An account can be changed to a family member if a new application is submitted and the \$20.00 initiation fee paid. ~~A new customer number will be generated.~~

~~(3) —An account can be changed to other than a spouse or family member upon the filing of a new application by the responsible party. The \$20.00 initiation fee will be charged.~~

~~(4~~ (3) A customer can direct billing information to a third party and bills will be sent "in care of" the party who will make the payment. ~~There will be no initiation fee for this service.~~

### 3-2.104 METER REQUIRED

All water furnished by the district, except as provided in this Code, must pass through a meter.

No by-pass or connection around a meter between the customer's plumbing and the district's main shall be made or maintained.

### 3-2.105 OWNERSHIP AND ACCESSIBILITY OF SERVICE CONNECTIONS

Service connections and water meters installed or accepted for use by the District are the property of the district. Service connections shall be kept safely and readily accessible for district personnel. The expense of maintenance, repairs, and renewal of such service connections and meters, due to normal wear and tear, shall be borne by the district. Water pipes and appurtenances downstream of the meter are the property of the customer who is responsible for operation and maintenance.



## ARTICLE 2 - FEES AND DEPOSITS

### **3-2.201 FEES AND DEPOSITS: GENERAL**

Service will be commenced after submittal of an application and ~~upon the payment to the district~~ of the applicable fees, ~~charges~~ and deposits as set forth in this Article.

### **3-2.202 SERVICE FROM EXISTING SERVICE CONNECTION**

~~If the applicant is not required to pay connection fees if the applicant's property can be served from an existing paid for but unused inactive service connection, the applicant's Outstanding connection fees and service fees shall not be required to pay connection fees. If the applicant requests a change in meter size, additional charges shall be assessed or credits allowed in accordance with Section 3-2.218. If be paid if the applicant requests that a sealed service be activated, the applicant shall pay all outstanding connection fees and/or service fees for the service.~~

### **3-2.203 SERVICE FROM NEW SERVICE CONNECTION ~~ON EXISTING MAIN~~**

If the applicant's property cannot be served from an existing ~~service~~ connection but can be served from an existing water main, the applicant shall ~~pay service fees~~ may deposit and deposits, pay connection fees and, ~~if applicable,~~ a pro rata share of the cost of the main in accordance with any existing main extension refund agreements, if any.

### **3-2.204 SERVICE FROM NEW MAIN**

(a) If the applicant's property cannot be served from an existing main, the applicant shall make deposits, pay connection fees; ~~security deposits and service fees;~~ and the cost of ~~all~~ improvements ~~necessary~~ to serve the ~~applicant's~~ property provided:

(1) If the water system improvements are identified in an improvement plan for a bond issue and ~~appropriate~~ bond proceeds are available, ~~the improvements shall be constructed by the district using~~ bond funds shall be used to pay for the cost of design and construction under the uniform policies of the district ~~for expenditure of bond funds~~.

(2) If the water system improvements are identified in the current water system capital improvement plan, the improvements shall be constructed by the district using construction fees accrued on or after July 1, 1990, to pay for the cost of design and construction ~~of the improvements~~. Water system improvements are identified in the current water system capital improvement plan, ~~within the meaning of this section,~~ if the improvements are described in the plan or if the ~~improvements are approved by the board~~ approves other improvements as a substitute for the improvements described in the plan.

(b) If the applicant pays for ~~the cost of~~ a pipeline extension to serve the applicant's property, the applicant may enter into a main extension refund agreement.

**3-2.205 FEES: INSTALLATION CHARGES**

(a) ~~Any~~ person ~~desiring to~~may obtain a connection to an existing district main ~~shall pay by~~ paying the following installation charges based upon the size of meter which is required for the service:

<u>Size of Meter</u>	<u>Installation Charge</u>
<u>3/4"</u>	<u>\$1,420.00</u>
<u>1"</u>	<u>\$1,430.00</u>
<u>1½" (or larger)</u>	<u>Actual Cost to District</u>

<u>Size of Meter</u>	<u>Installation Charge</u>
<u>3/4"</u>	<u>\$1,420.00</u>
<u>1"</u>	<u>\$1,430.00</u>
<u>1-1/2" (or larger)</u>	<u>Actual Cost to District</u>

If a pressure regulator or other special appurtenance is required, an additional charge will be paid for the regulator or special appurtenance.

(b) The above fees shall be deposited in a separate capital facilities account entitled "installation fee account", to avoid commingling of the fees with other revenues and funds of the district, except for temporary investments, and shall be expended solely for the purposes of connecting property to the district's water system and installing a water meter, as follows:

(1) For each connection, regardless of meter size, the sum of \$260.00 shall be paid to the general fund for the administrative cost of processing an application for service and establishing a new account.

(2) For each connection using a 3/4" or 1" meter, the sum of \$1,100 shall be paid to the general fund for the excavation of materials and installation of pipe lateral, meter box and fittings. For each larger connection, the amount paid to the general fund shall be based upon the time and materials expended to complete such work.

(3) For each 3/4" meter, the sum of \$60.00 shall be paid to the general fund. For each 1" meter, the sum of \$70.00 shall be paid to the general fund. For each larger meter, the actual cost of the meter shall be paid to the general fund.

(c) The above fees shall be transferred from the installation fee account to the general fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first.

**3-2.206 POTABLE WATER CAPACITY FEES**

(a) In addition to the other ~~charges set forth in this Code fees~~, an applicant for water service shall ~~also pay to the district~~ the following capacity fee, based upon the size of the applicant's water meter:

Size of Meter	Capacity Fee
5/8" x 3/4"	\$ 2,900
3/4"	4,350
1"	7,250
1 1/2"	14,500
2"	23,200
3"	46,400
4"	72,500
6"	145,000
8"	232,000
10"	362,500
12"	522,000

~~(b) — An applicant who requests a larger service for property, which is already served, shall be credited by the then current capacity fee for the size of meter to be replaced.~~

~~(c) — (b) Capital facilities fees imposed on a school district shall not exceed the construction cost of the portion of District facilities serving school district facilities prior to January 1, 1987, increased by the percentage increase in the Implicit Price Deflation for state and local government purchases determined by the California Department of Finance. Capital facilities fees initially imposed after July 21, 1986 or in excess of the amount set forth above, shall be imposed only after agreement with the school district.~~

**3-2.207 DEPOSITS: CAPACITY FEES**

~~(a) — The district shall invest, account for and expend capacity fees as follows:~~

~~(1) — Capacity fees shall be deposited in a separate capital facilities account, entitled "capacity fees," to avoid commingling **of the fees** with other revenue **and funds of the district**. The fees shall be expended solely for the purpose of planning, designing and constructing, including debt service, the water facilities described in the water system capital improvement plan: to the applicant's property.~~

~~(2) — The fees shall be expended solely for the purpose for which the fee is collected. **(d) —** Capacity fees shall be transferred from the **deferred** capacity fees account to the **potable water construction** general fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first. If prior to final inspection or issuance of the certificate of occupancy, the board finds the fees are for improvements for which the district has made expenditures or has adopted a construction schedule or plan, the fees shall be paid to the general fund. As used herein, "appropriated" means authorization by the Board to make expenditures and incur obligations for specific purposes.~~

The fees deposited on a lump sum basis for each dwelling in a residential property subdivision which contains more than one dwelling shall be paid to the general fund when the first dwelling in the development receives its final inspection or certificate of occupancy, whichever occurs first.

The applicant shall execute a deposit agreement before the issuance of a statement of service required for a building permit, if the fee is not fully deposited when the application is made or may not be fully deposited when service commences.

~~(c) Upon written request, the potable water capacity fees to be paid by a public agency for service to tax exempt property shall be reduced by the amount of the fee attributable to the cost of capital facilities.~~

### ~~3-2-207~~ DEPOSITS: CAPACITY FEES

~~(a) Upon receipt of capacity fees, the district shall invest, account for and expend the fees as follows:~~

~~(1) The fees shall be deposited in a separate capital facilities account to avoid any commingling of the fees with other revenues and funds of the district, except for temporary investments.~~

~~(2) The fees shall be expended solely for the purpose for which the fee is collected.~~

(3) ~~Any interest~~Interest earned by monies in this account shall also be deposited in the account and shall be expended only for the purpose for which the fee was originally collected.

(4) On or before September 1 of each year, the district shall make available to the public the beginning and ending balance for the prior fiscal year, and the fees, interest and other income, the amount of expenditures and the amount of refunds. The board shall review this information at the next regularly scheduled public meeting, not less than 15 days after the information is made available.

(b) The board shall make findings at least once each five years with respect to ~~any~~the portion of the fee remaining unexpended or uncommitted in the separate capital facilities account(s) five or more years after deposit of the fee to identify the purpose to which the fee is to be put and to demonstrate a reasonable relationship between the fee and the purpose for which it was charged. The findings required by this subsection shall only be made for monies in the possession of the district and need not be made with respect to instruments of credit taken to secure payment of the fee at a future date.

(c) The district shall refund to the then current record owner or owners of lots or units of the development project or projects on a ~~pro-rated~~prorated basis, the unexpended or uncommitted portion of the fee, and ~~any~~ interest accrued thereon, for which a need cannot be demonstrated pursuant to subsection (b) of this section, provided, if the administrative costs of refunding exceed the amount to be refunded, the district may determine the revenues shall be allocated for ~~some~~other purpose which serves the project(s) on which the fee was originally imposed. If the fees are not refunded to the record owner, the Board shall conduct a duly noticed public hearing before expending the fees for another purpose which serves the project(s).

~~(d) — A deposit toward the fees described herein, equal to the then current fees, shall be paid prior to the date of final inspection of water facilities or the date the certificate of occupancy is issued, whichever occurs first, provided, if prior to final inspection or issuance of the certificate of occupancy, the board finds the fees are for improvements or for which an account has been established and funds appropriated, or for which the district has made expenditures or has adopted a proposed construction schedule or plan, the fees shall be deposited on demand.~~

~~As used herein, "appropriated" means authorization by the Board to make expenditures and incur obligations for specific purposes. The fees shall be deposited on a lump sum basis for each dwelling in a residential property subdivision which contains more than one dwelling when the first dwelling in the development receives its final inspection or certificate of occupancy, whichever occurs first. The applicant shall execute a deposit agreement before the issuance of a statement of service required for a building permit, if the fee is not fully deposited when the application is made or may not be fully deposited when service commences.~~

**3-2.208<sup>4</sup> WATER CONSERVATION FEES**

(a) In addition to the other charges set forth in the Code, an applicant for water service shall ~~also~~ pay to the district the following water conservation fee based upon the size of the applicant's water meter:

Size of Meter	Conservation Fee
5/8" x 3/4"	\$ 2,033
3/4"	3,050
1"	5,083
1 1/2"	10,167
2"	16,167
3"	32,533
4"	50,833
6"	101,667
8"	162,667
10"	254,167
12"	366,000

(b) Conservation fees shall be deposited in a separate capital facilities account, entitled "~~deferred capacity~~water conservation fees" account to avoid commingling of the fees with other revenues and funds of the district, except for temporary investments and shall be expended solely for the purpose of planning, designing, constructing, including debt service, recycled water facilities and implementing water conservation programs.

The development of recycled water facilities allows the district to distribute available recycled water supplies, thereby avoiding the cost of constructing additional water system improvements to obtain a like amount of additional potable water from The Metropolitan Water District of Southern California. The water system capital improvement plan takes this into consideration by reducing the amount which would otherwise be charged to the water construction fee account.

(c) Water conservation fees shall be transferred from the deferred capacity fee account to the water conservation fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first.

<sup>4</sup> Amended by Ord. 07-06-250 on July 25, 2006. (Non-substantive changes were made throughout Title 3.)

(d) When an applicant for water service to a subdivision installs a recycled water distribution pipeline to serve the subdivision, which is separate and apart from the potable water distribution pipeline, the applicant shall be eligible for reimbursement of a portion of the costs of the recycled water distribution pipeline in an amount to be determined by the board, upon recommendation of the General Manager, provided such reimbursement shall not exceed 50% of the conservation fees paid by the applicant to the district for the subdivision.

~~(e) An applicant who requests a larger meter for property, which is already served, shall be credited by the then current water conservation fee for the size of meter to be replaced.~~

~~(f)~~ (e) Applicants for water service are not required to pay the water conservation fees if sewer capacity fees were paid for the proposed improvement between March 27, 1978, and November 11, 1982.

~~(g)~~ Upon written request, the water conservation fees to be paid by a public agency for service to tax exempt property shall be reduced by the amount of the fee attributable to the cost of capital facilities.

~~(g) Capital facilities fees imposed on a school district shall not exceed the construction cost of the portion of District facilities serving school district facilities prior to January 1, 1987, increased by the percentage increase in the Implicit Price Deflation for state and local government purchases determined by the California Department of Finance. Capital facilities fees initially imposed after July 21, 1986 or in excess of the amount set forth above, shall be imposed only after agreement with the school district.~~

### 3-2.209

#### **FEES: CHANGES IN AMOUNT**

~~Connection fees~~ Fees may be changed at any time in accordance with state law. An applicant shall pay the ~~connection~~ fees existent when service commences regardless of when the ~~connection~~ fees are deposited ~~or paid~~. As used herein, "service commences" when a request for service has been made and water can be ~~first~~ delivered to the applicant's property through district ~~owned~~ facilities and ~~the~~ monthly water service charges can be assessed. Service does not "commence" ~~for the purpose of this section~~ when construction water is provided through a temporary meter or prior to the acceptance by the district of the water system serving the applicant's property.

### 3-2.210 **ASSURANCES OF SERVICE**

When an applicant desires assurances ~~that~~ service will be provided ~~by the district~~ at a future date, such assurances will be given only if the applicant agrees to be bound by district regulations, including regulations for the payment of connection fees, existent when service commences and the applicant makes financial arrangements to pay connection fees in the future by depositing cash with the district and entering into a deposit agreement.

### 3-2.211 **FEES: SPECIAL SERVICES: ~~FIRE PROTECTION~~**

(a) In addition to the other fees and charges set forth herein, applicants for private fire protection service shall pay the total actual cost of installation of such service from the distribution main ~~of the district~~ to the applicant's property line, ~~including the costs of a suitable meter device.~~

(b) With the approval of the fire department, temporary service may be provided through an existing, metered fire hydrant. When a fire hydrant is not available for temporary service, a connection may be made to an existing district main at a location acceptable to the General Manager.

### 3-2.212 **FEES: WATER SYSTEM IMPROVEMENTS**

(a) An applicant for water service required to construct water system improvements shall pay ~~all~~ costs incurred by the District for:

(1) The preliminary design of the improvements: Before work on the preliminary design commences, the applicant shall deposit an amount equal to the General Manager's estimate of the preliminary design costs, including, if necessary, the cost of a water system design report and environmental documents.

(2) Review of the plans: ~~After a preliminary~~ Before review of the plans and specifications ~~and before the plans are returned to the applicant with comments,~~ the applicant shall deposit an amount equal to the General Manager's estimate of the costs which will be incurred by the district for plan ~~check services~~ review.

(3) Construct Improvements: Prior to construction, the applicant shall deposit an amount equal to the General Manager's estimate of the costs ~~which were to be~~ incurred by the district for inspection.

(b) As used herein, the term "costs incurred by the district" include: the costs of consulting services, if any, necessary to perform the tasks described above; 15% of the costs of consulting services, if any, necessary to perform such tasks to reflect administrative and overhead expenses; and amounts paid by the district to its employees working on an hourly rate. The hourly rate for district employees shall be established from time-to-time by the General Manager and shall include reasonable supervision costs, transportation costs, and so forth.

### 3-2.213<sup>5</sup> **MISCELLANEOUS FEES**

<sup>5</sup> Amended by Ord. 07-06-250 on July 25, 2006. (Non-substantive changes were made throughout Title 3.)

(a) If the district takes steps to discontinue service for failure to comply with this Code, the customer shall pay ~~in addition to any other fees,~~ the following additional charges before service charges is reinstated:

(1) \$10.00 for each trip ~~made~~ to the property to deliver notice of ~~future~~ disconnection of service.

(2) \$50.00 ~~for each trip to reactivate water service~~ the property during regular business hours at the request of the customer to reactivate water service previously disconnected for nonpayment.

(3) \$75.00 for each trip made to the property after regular business hours at the request of the customer. ~~In no event shall service be reactivated after regular business hours if the request is made after 8:00 p.m. After-hours' fee must be paid prior to reactivation of service.~~

(b) The turning on or off of water service, other than in (a) above, for the convenience of the customer will be made during regular working hours of ~~district's field personnel on any day at no charge. At any other time, the customer shall pay a charge equal to the cost of compensation paid to district personnel (including overtime pay) to perform such service and the cost of equipment.~~ field personnel at no charge.

(c) Service connections are inspected prior to acceptance to assure ~~that~~ they meet district specifications. ~~Any~~ A person ~~thereafter~~ connecting to the service connections system must do so in a business-like manner so that proper alignment of the facilities will not be changed. The district will not adjust customer plumbing ~~which has been hooked up~~ connected improperly. Meters will not be set by the district if, upon removal of the temporary spacer, the customer valve moves appreciably out of alignment, or if any part of the service connection, including the meter box, has been moved or altered. In either of these cases, the district will leave the facilities where found, and will not again return to set the meter until the applicant has made corrections and paid a fee in the amount of \$40.00 per extra trip.

\_\_\_\_\_  
(d) Any person who receives water without prior authorization ~~through a metered connection shall pay one hundred dollars (\$100.00) for each day's use.~~

~~(e) Any person who receives water without prior authorization through an un-metered connection shall pay two hundred dollars (\$200.00) for the first offense within one year, three hundred (\$300.00) dollars for the second offense within one year, and five hundred dollars (\$500.00) for each subsequent offense within one year.~~

~~(fe)~~ The district will shop-test a water meter in the presence of the customer at the request of the customer if a few \_\_\_\_\_ to cover the required deposit ~~cost of testing~~ is tendered. The General Manager ~~is authorized to make adjustments in the~~ adjusts bills rendered to customers of the district in those instances where tests of the district's meters establish that ~~such~~ if tested meter is found to be in error more than 2% at medium to high test flows as prescribed by American Water Works Association ("AWWA") specifications. The adjustments ~~referred to above shall be~~ are limited to a period of six months, or to the time the customer can establish to the General Manager's satisfaction that the meter was inaccurate, whichever is less. If a meter is found to be registering outside prescribed AWWA specifications, the meter will be replaced.

Meter Size \_\_\_\_\_ Amount



3/4"	\$ 50.00
1"	50.00
1-1/2"	100.00
2"	125.00
2-1/2"	125.00
3"	125.00
4"	125.00
6"	125.00
8"	150.00
10"	150.00
12"	150.00

Meter Size	Test Fee
<u>3/4"</u>	<u>\$ 50.00</u>
<u>1"</u>	<u>\$ 50.00</u>
<u>1-1/2"</u>	<u>\$100.00</u>
<u>2"</u>	<u>\$125.00</u>
<u>2-1/2"</u>	<u>\$125.00</u>
<u>3"</u>	<u>\$125.00</u>
<u>4"</u>	<u>\$125.00</u>
<u>6"</u>	<u>\$125.00</u>
<u>8"</u>	<u>\$150.00</u>
<u>10"</u>	<u>\$150.00</u>
<u>12"</u>	<u>\$150.00</u>

(f) Property

~~(g) Whenever backflow prevention is necessary, any property receiving both domestic water service and recycled water service shall have a reduced pressure principle backflow device or other appropriate backflow protection installed and shall pay for the purchase and installation of the device. Annual customer's expense, but an annual inspection of backflow protection for recycled water services are fee is not charged to the customer.~~

~~(h) Whenever (g) If a backflow prevention device is required to protect against contamination by other than recycled water served by the district, the customer shall pay an annual inspection fee of \$50.00. The district will do minor repairs when the device fails the test. The customer must make major repairs or replacements to achieve a passing grade on their device.~~

(h) If the review of a landscape plan under the Water Conservation in Landscaping Act is not reimbursed by the jurisdiction which adopted the regulations, the applicant shall ~~deposit~~ pay a landscape plan check fee in the amount of \$500 for projects with proposed landscaping of under one half acre; \$750 for projects between one half acre and one acre of proposed landscaping; and \$1,000 for projects of an acre or more of proposed landscaping.

**3-2.214**

**DEPOSITS: SERVICE FROM EXISTING SERVICE CONNECTION**

(a) If ~~at the~~ residential applicant has not promptly paid previous water bills or has ~~not been determined by the General Manager to have a credit history which indicates~~ indicating the applicant is a credit risk, ~~and the service connection has been installed and the charges therefor paid at the time of such application for service, no deposit shall be required before rendering service.~~

~~(b) — If the residential applicant has not promptly paid previous water bills or has been determined by the General Manager to have a credit history which indicates the applicant is a credit risk, and the service connection has already been installed and charges therefor paid at the time of such application for service, the applicant shall make a cash deposit of the greater of the applicant shall make a cash deposit of twice the amount of the normal maximum bill for such property, as determined by the General Manager, or \$50.00.~~

~~(e)b) If the commercial or industrial applicant owns the property where service is requested and has not been determined by the General Manager to have a credit history which indicatesindicating the applicant is a credit risk, and the service connection has been installed and the charges therefor paid at the time of such application for service, no deposit shall be required before giving such service.~~

~~(d) — If the commercial or industrial applicant owns the property where service is requested and has been determined by the General Manager to have a credit history which indicates the applicant is a credit risk, and the service connection has been installed and the charges therefor paid at the time of such application service, the applicant shall make a cash deposit of the greater of twice the amount of the normal maximum bill for such property, as determined by the General Manager, or \$100.00.~~

~~(ec) If the commercial or industrial applicant is not the owner of the property where service is requested, and the service connection has been installed and the charges therefor paid at the time of such application for service, the applicant shall make a cash deposit of the greater of twice the amount of the normal maximum bill for such property, as determined by the General Manager, or \$100.00.~~

### ~~3-2-215~~ DEPOSITS: MISCELLANEOUS

~~(a, d)~~ A deposit shall be ~~required from all~~ made by customers who ~~receive~~have received a final notice ~~five~~ or more times within ~~any~~ two-year period, and from every customer whose service is disconnected for nonpayment of water charges. The deposit for the first disconnection for non-payment of water charges is \$50.00.

~~(b) — Other deposits required shall be established by the General Manager, as prescribed herein, up to an amount twice the maximum bill for the given property.~~

~~(e)~~ Deposits may be refunded to a customer after one year of service ~~during which time~~ nowwithout more than one final notice ~~has been sent to said customer.~~ Refunds shall be made by a draft upon the district unless the customer expressly requests, ~~in his refund application,~~ that the refund be made by crediting the amount of the deposit to ~~his~~the account.

~~(d) —~~ In the absence of a deposit refund application ~~as set forth herein,~~ the refund of deposits will be made upon discontinuance of service and settlement of the closing bill.

~~(e) Public agencies, and public utilities, shall pay the charges herein provided, however, such agencies shall not be~~ are not required to make the deposits ~~herein provided~~required by this section.

**3-2.216215 CREDITS: NO CHANGE IN EXISTING SERVICE**

~~When water service is applied for through any 3/4" or 1" sealed service to property which was can be serviced by an existing 3/4" or 1" connection not installed at district expense, and which is of a size that the General Manager determines will adequately serve the applicant's needs, the district will allow a credit shall pay an installation charge of \$1,050.00 upon less than the regular installation charge as set forth herein.~~

**3-2.217216 CREDITS: CHANGE OF EXISTING SERVICE**

~~Upon written application, the size of an existing meter will may be reduced in size at no charge. Connection fees shall not be refunded.~~

**3-2.218217 CAPACITY FEES: DEPOSIT AGREEMENT**

~~(a) — An applicant who does not desire or is not required to make a cash deposit for capacity fees, shall enter into a deposit agreement.~~

~~(b) — The General Manager shall present a form of the deposit agreement to the board for approval.~~

~~(c) — The deposit agreement shall be recorded and constitutes a lien against the property for which service is sought.~~

**3-2.219218 DEPOSITS:**

(a) Whenever a deposit is required, the General Manager shall establish the amount of deposit by estimating the district's cost of providing the materials, equipment or services for which the deposit is made. The deposit shall be tendered ~~to the district before any work is undertaken by the district.~~

The amount of deposit may be increased by ~~order of~~ the General Manager, if ~~it appears that~~ the original estimate is inadequate. If the applicant fails to increase the amount of deposit when requested ~~by the General Manager,~~ in writing to do so, ~~then work on the project by the district~~ shall cease.

At the conclusion of the project, the General Manager shall refund any amounts deposited in excess of costs incurred.

(b) If the applicant abandons the construction of the improvements, or the recording of a subdivision for which installation and connection charges were paid, the installation and connection charges shall be refunded, with interest, to the applicant upon the applicant's written request, provided if the facilities necessary to serve the applicant's property have been installed or direct expenses incurred by the district toward such service installation, the refund ~~permitted under this Section~~ shall be reduced by the amount of such expenditure.

(c) Installation or connection fees paid prior to June 22, 1978, will be considered as a deposit toward the fee or charge which exists at the time service commences. Connection fees paid on or after June 22, 1979, but before March 26, 1990, shall be considered full payment of the fee existent at the time service commences.

~~3-2-220~~ ~~DELINQUENT CONNECTION FEES~~

~~3-2.219~~ ~~SANITATION~~

(a) The district may collect delinquent water or sanitation ~~connection~~ fees pursuant to this section if a water customer owns and occupies the property for which the water or sanitation connection fees are delinquent.

(b) A water customer shall be provided at least 15 days prior written notice of the district's intention to ~~recommend collection of~~ collect delinquent ~~connections~~ sanitation fees as a part of the customer's water bill. The notice shall invite the customer's comments, including opportunity to protest the existence or amount of the debt, the manner of payment and whether installment payments will be permitted.

(c) The General Manager shall consider the recommendations of staff, the comments of the customer, if any, and determine whether the ~~connections~~ sanitation fees should be collected as part of the customer's water bill. The decision of the General Manager shall be presented to the customer in writing at least 15 days prior to including delinquent ~~connections~~ sanitation fees as part of the water bill.

(d) Delinquent ~~connections~~ sanitation fees included on the water bill shall be treated the same ~~as~~ other water charges.

## CHAPTER 3. CONDITIONS OF SERVICE

### ARTICLE 1 - GENERAL

#### **3-3.101      GENERAL**

~~All applicants and customers shall accept such conditions of pressure and service as are provided by the distribution system of the district at the location of the proposed service connection, and hold the district harmless for any damage arising out of low pressure or high pressure conditions or interruptions in service.~~

The district will exercise reasonable diligence and care to deliver a continuous and adequate supply of water to the customer at a reasonable constant pressure and to avoid shortage or interruption in delivery. The district offers water at its system pressure, and the applicant must install adequate plumbing and protective devices in accordance with the current Uniform Plumbing Code in order to utilize the available water at whatever reasonable constant pressure is available in the system. The district is not responsible for the maintenance of pressure and reserves the right to discontinue service while making repairs required in the operation of the water system. Customers depending upon a continuous supply should provide for their own emergency storage.

#### **3-3.102      AREAS SERVED**

(a) Lands lying within the boundaries of the district are eligible to receive water service ~~from the district.~~

(b) Lands lying outside the district may receive surplus water service ~~from the district provided~~ if there exists an agreement with the governmental agency or franchised utility serving such area.

#### **3-3.103<sup>6</sup>      MAIN FRONTAGE REQUIRED**

(a) Except for planned commercial or mixed use developments, permanent water service shall not be provided unless a district water main of adequate size extends across the entire frontage of each lot to be served or unless a limited services agreement is approved ~~by the General Manager.~~

(b) A District main shall extend across the entire frontage of a planned commercial or mixed use development, but need not extend across the frontage of each lot within a planned commercial or mixed use development if the General Manager determines arrangements have been made to ensure adequate service to lots without frontage.

(c) Multiple commercial or residential units may be served through a single meter, but such individual buildings ~~or~~ and units will be individually sub-metered for water conservation purposes. Accounting of water through sub-meters is the responsibility of the property owner.

#### **3-3.104      CUSTOMERS WITHOUT FRONTAGE - PRESENTLY RECEIVING SERVICE**

<sup>6</sup> Sec. 3-3.103 amended by Ord. No. 10-05-247 on Oct 11, 2005.

Property presently receiving service, but not immediately adjacent to a district water main, may continue to receive service ~~in compliance with these rules~~, until such time a ~~district~~ water main is installed ~~immediately~~ adjacent to such property. At that time, the General Manager will give written notice to customers and the property owners without limited service agreements that the ~~service water~~ connection will be relocated to the new main at the expense of the district.

~~Any installation~~ Installation or connection charges ~~and/or~~ water conservation fees paid in conjunction with the original service location will be ~~transferred~~ credited to the ~~credit of the~~ new service connection. The district will pay ~~any~~ "frontage fees" ~~required~~ if the new main is being privately financed. The abandoned service will thereafter be treated as a "Sealed Service," ~~requiring payment of water construction and conservation fees and installation and administrative charges prior to its reactivation.~~

The parties will have 120 days after the notices are mailed within which to connect their plumbing to the new service connection, at their own expense. Failure to comply ~~with the above provisions~~ may result in the discontinuance of ~~all~~ service to the property, ~~pending compliance~~.

### **3-3.105 LOCATING AND SIZING SERVICE CONNECTIONS**

Water service connections will be installed within the projection of his side property lines as near as possible to the location desired by the applicant, ~~within the projection of his side property lines~~, and shall meet the minimum size determined by local plumbing code requirements, ~~the Uniform Building Code or the General Manager~~. Service connections will be made only adjacent to ~~the district's distribution mains~~, at locations readily accessible by public streets, alleys, or other rights-of-way capable of accommodating District vehicles and equipment.

### **3-3.106 TYPES OF SERVICE**

~~(a) District provides permanent, limited, temporary, private, fire, surplus, inactive or sealed water service.~~

~~(b) Permanent service includes service to property meeting the frontage requirements, except temporary classes.~~

~~(c) Limited service includes service to property not adjacent to the main from which service is received, or which does not otherwise meet the frontage requirements.~~

~~(d) Temporary Service means service requested for a period of time which does not, through the payment of appropriate connection fees and charges, qualify for permanent status. Temporary service includes all customers who require service for less than 6 months, or who do not otherwise qualify for permanent domestic service. Temporary service connections will be discontinued and terminated 6 months after the installation thereof unless an application is made and an extension of time granted in writing by the General Manager, or an agreement for service outside the district specifies some other period of time. Temporary service also includes interim service which shall mean water service to a subdivision, through a master meter, during its construction phase.~~

~~(e) Private fire service includes service requested for emergency fire protection only and which will not be used for any other purpose.~~

~~(f) Surplus water service means service under special contracts for delivery of water available to the district in excess of the current requirements of the district, its inhabitants and property outside the district boundaries.~~

### ~~3-3.107~~ **ELEVATION ZONES**

~~The elevation zones for water delivered by the District are:~~

~~(a) Zone I, which includes domestic water customers receiving water that does not require pumping above a hydraulic gradient of 1235' prior to delivery to the customer. As used in this Title, Hydraulic Gradient (or H.G.) shall mean the maximum water elevation represented by the pressure in the water system, or the maximum surface elevation of the water in the reservoir serving the system.~~

~~(b) Zone II, which includes domestic water customers receiving water that requires pumping to elevations between 1235' and 1700' prior to delivery to the customer.~~

~~(c) Zone III, which includes domestic water customers receiving water that requires pumping to elevations between 1700' and 2200' prior to delivery to the customer.~~

~~(d) Zone IV, which includes domestic water customers receiving water that requires pumping to elevations greater than 2200' prior to delivery to the customer.~~

~~(e) Zone V, which includes domestic water customers who are served water purchased by the District from other than the Metropolitan Water District of Southern California.~~

### ~~3-3.108~~ **PRESSURE, SUPPLY AND EMERGENCY STORAGE**

The district will exercise reasonable diligence and care to deliver a continuous and adequate supply of water to the customer at a reasonable constant pressure and to avoid ~~any~~ shortage or interruption in delivery. The district offers water at its system pressure, and the applicant must install adequate plumbing and protective devices in accordance with the current Uniform Plumbing Code in order to utilize the available water at whatever reasonable constant pressure is available in the system. The district is not responsible for the maintenance of pressure and reserves the right to discontinue service while making repairs required in the operation of the water system. Customers depending upon a continuous supply should provide for their own emergency storage.

### ~~3-3.109~~ **MAXIMUM-107 SYSTEM PRESSURE**

~~(a) Regulators will be required ahead of the district's meter where static pressures are in excess of 150 psi. Applicants for service will be charged for the district's costs of furnishing and installing the regulator. The district will set the regulator at 75 psi unless a signed waiver is received from the customer specifying a desired pressure, not to exceed 145 psi. The district assumes no liability for the accuracy of the regulator pressure setting, nor the reliability of the regulator.~~

### ~~3-3.110~~ **MINIMUM SYSTEM PRESSURE**

~~The nominal hydraulic gradient at the point of use for the system is 43 psi static pressure.~~

<sup>7</sup> Amended by Ord. No. 09-07-252 on Sep 11, 2007. (formerly entitled "Classes of Service.")

~~If the minimum expected hydraulic gradient at the point of use is between 43 and 35 psi, the applicant may install a service connection at least one size larger than would be needed if the pressure were 43 psi, and the applicant may execute an elevation agreement. If the minimum gradient at the point of use is lower than 35 psi, the applicant must execute an elevation agreement.~~ (b) Applicant shall execute an elevation agreement if the minimum gradient at the average elevation of the building foundation is lower than 35 psi. The form for elevation agreements shall be as from time-to-time approved by the board.



## **ARTICLE 2 - EXTENSION OF FACILITIES**

### **3-3.201      GENERAL**

If the applicant's property cannot be served from an existing water main, then the applicant shall provide for the extension of the facilities necessary to provide such service in the manner set forth in this Article.

### **3-3.202      TYPES OF EXTENSIONS**

Depending upon the underlying facts, an applicant may provide for the extension of facilities by one or more of the following: (1) entering into a special contract; (2) construction of an individual main extension; or (3) installing and dedicating a subdivision main extension.

### **3-3.203      SPECIAL CONTRACTS**

(a) If an applicant is otherwise required to provide for a main extension because a district water main is not contiguous to the entire frontage of the applicant's property, the General Manager may in the exercise of his sole discretion enter into a "Limited Service Agreement" with the applicant in lieu of the main extension.

(b) If an applicant is otherwise required to provide for special facilities because the existing facilities do not deliver a sufficient water pressure to the applicant's property, the General Manager may, in the exercise of his sole discretion, enter into an "Elevation Agreement" with the applicant, in lieu of requiring the installation of the special facilities.

(c) If an applicant is otherwise required to provide for the extension of District facilities but may obtain service from facilities operated by another water purveyor, the General Manager may, in the exercise of his sole discretion, enter into a "Water Purveyor Agreement" with the other water purveyor to provide such service.

(d) The "Limited Service Agreement," "Elevation Agreement," and "Water Purveyor Agreement" approved by the General Manager shall be in the form approved by the board from time-to-time.

### **3-3.204      INDIVIDUAL MAIN EXTENSION: PRIVATELY FINANCED**

An applicant shall pay the cost of the main extension necessary to satisfy the appropriate frontage requirements. The necessary main extension may be accomplished in either of the following two ways:

(a) The applicant may contract for the installation of the main extension by private contractor. The design, construction, collection of fees and deposits, inspection and acceptance of the work shall be in the same amounts and in the same manner as are provided for subdivision construction herein. If refunding agreements are to be set up, the applicant must furnish satisfactory evidence on the cost of the work, including that of at least two legitimate bids were received for the work. Completion bonds will be required if the applicant requires that the district certify to the County that water service will be available to the premises.

(b) The applicant may have the district undertake the installation of the main extension. Deposits for design and inspection will be collected as provided herein. Deposit for the construction of the main extension will be provided in accordance with the schedule of costs from time-to-time promulgated by the General Manager and available at the district office in accordance with the procedure established in Chapter 2 of the Title. The deposit schedule shall reflect the district's costs for the pipeline, necessary appurtenances thereto, and administration, construction drawings and surveying fees.

### **3-3.205 INDIVIDUAL MAIN EXTENSIONS: REFUNDING AGREEMENTS**

Two methods are available to partially refund the cost of an individually financed main extension:

(a) Upon acceptance of an individual main extension by the district, the district will require all applicants whose property fronts upon the main to pay to the district a pro rata share of the original cost of the main extension before rendering service to the applicant. Thereafter, the district will refund all such collections to the person who paid for the main extension, or his or her successors or assigns, provided the terms and conditions of such refund shall be set forth in a Main Extension Refund Agreement executed by the General Manager on behalf of the district. (See Appendix B.) The Agreement shall provide, among other things:

(1) The refund shall be collected from persons who connect to the main within ten (10) years from the date of acceptance of the main by the district; and

(2) The person entitled to receive the refund keeps the district fully informed as to his whereabouts.

The 10-year refund deadline may be extended for an additional ten (10) years upon written application to the board for such extension, presented at least sixty (60) days prior to the expiration of the first ten-year period.

(b) If the main is shown on an improvement plan of the district, indicating its proposed installation within a reasonable period of years, an agreement to refund the cost of the presently required section of the main may be entered into by the district, to be paid to the person entitled thereto, at such time as the main is scheduled for installation but, in no event, shall any such district refund be made more than ten (10) years after the district's acceptance of the section of the main constructed in accordance with these provisions.

### **3-3.206 SUBDIVISIONS: PRELIMINARY DESIGN**

An application for service to property to be subdivided shall not be acted upon until the completion of a preliminary design at the applicant's expense, as a basis for the General Manager's recommendation to the Board as to the facilities required, and the estimated amount of any district participation in the proposed water system therefor.

The General Manager shall also review the preliminary design to determine the feasibility of providing recycled water service to all or a portion of the proposed subdivision. The General Manager shall make his recommendations to the board as to such feasibility when the preliminary design report for the subdivision is presented to the board. The nature and extent of required recycled water system improvements based upon the criteria set forth in Title 4 of this Code.

To the extent feasible, the preliminary design shall use the criteria established for landscaping plans adopted by the city or county with jurisdiction by law under the Water Conservation in Landscaping Act. The preliminary design shall be at least as strict as the criteria established under the Water Conservation in Landscaping Act and may include additional water conservation requirements.

**3-3.207 SUBDIVISIONS: FINAL DESIGN**

The board shall consider the report and recommendation of the General Manager and the preliminary design report. The board shall thereupon approve the final design of the water system improvements for the subdivision.

**3-3.208 SUBDIVISIONS: INSTALLED BY SUBDIVIDER**

Subdividers shall install the complete water system shown in the final design report, including service connections to each lot. The timing of all district construction shall be at the sole discretion of the board.

**3-3.209 SUBDIVISIONS: IMPROVEMENT SECURITY REQUIRED**

Before the district will certify that it will furnish water to the subdivided lands, the subdivider shall provide the district with security sufficient to ensure the water improvements will be constructed. Such improvement security shall be one of the following at the option of and subject to the approval of the district:

- (a) "Performance" Bond or bonds by one or more duly authorized corporate sureties.
- (b) A deposit of money or negotiable bonds of the kind approved for securing deposits of public moneys.
- (c) An instrument of credit from one or more financial institutions subject to regulations by the state or federal government and pledging that the funds necessary to carry out the act or agreement are on deposit and guaranteed for payment.

Such security shall be in the amount of 100% of the total estimated cost of the improvement at the end of the period allowed for completion of the facilities plus such additional amount, if any, necessary to guarantee the work for a period of one year following its completion against any defects in workmanship, labor done, or defective materials, furnished. The amount of such service may be increased or decreased by the board upon the recommendation of the General Manager.

**3-3.210 SUBDIVISIONS: IMPROVEMENT SECURITY: CORPORATE SURETY BONDS**

When the subdivider provides a corporate surety bond, such bond shall be substantially the form required for improvement security bonds filed in connection with the Subdivision Map Act of the State of California.

**3-3.211 SUBDIVISIONS: IMPROVEMENT SECURITY: CASH OR NEGOTIABLE BONDS**

When the subdivider deposits cash or negotiable bonds as improvement security, such cash or bonds shall be deposited with the district or a responsible escrow agent or trust company, approved by the General Manager.

**3-3.212 SUBDIVISIONS: IMPROVEMENT SECURITY: INSTRUMENTS OF CREDIT**

When the subdivider deposits an instrument of credit from one or more financial institutions pledging that funds necessary to carry out the improvement are on deposit and guaranteed for payment, such instrument of credit shall be irrevocable and unconditional until the obligation secured thereby is performed to the satisfaction of the district and shall not be subject to levy or attachment by any creditors of the depositor or subdivider.

**3-3.213 SUBDIVISIONS: IMPROVEMENT SECURITY: COORDINATION WITH OTHER AGENCIES**

In the exercise of their sole discretion, the board may enter into the following written agreements with the local agency which administers the California Subdivision Map Act whereby the district and such other agency coordinate their respective improvement security requirements in order to eliminate duplication:

(a) When the subdivider provides improvement security pursuant to the Subdivision Map Act, the improvement security required herein may be reduced or eliminated when the agency which administers the Subdivision Map Act agrees that the water system improvements are subject to the approval of the district; or

(b) When the subdivider provides improvement security to the district, the Board of Directors may agree that the water system improvements are subject to the approval of the local agency which administers the Subdivision Map Act.

**3-3.214 SUBDIVISIONS: SYSTEM DEDICATED**

All subdivision distribution lines and service connections, including meters and other appurtenances, shall become and remain the property of the district and shall be dedicated to the district before the district will undertake water service to the subdivision. The total construction cost of the water system shall be certified to the district by the subdivider.

**3-3.215 SUBDIVISIONS: PAYMENTS PRIOR TO CONSTRUCTION**

Prior to approval of water system plans, the subdivider shall execute a deposit agreement for sufficient number of meters to serve each lot within the proposed subdivision.

If additional meters are required prior to completion of construction; or if any lots require an increase in meter size, then added fees and deposits shall be paid and any necessary revisions made in the deposit agreement. A credit will be allowed for any excess deposits previously made.

**3-3.216      SUBDIVISIONS: CONSTRUCTION WATER**

Construction water will be provided through a temporary service that will be connected to the district's metered facilities through a main tap which will be designed to accommodate the permanent water system required to service the subdivision for which such temporary water is requested. Fire hydrant meters may be used only at the discretion of the General Manager

The subdivider may pay the water construction and water conservation fund fees for the size of such master meter in addition to the cost of the meter and installation, and obtain water at the district's regular rates or pay only for the setting of the master meter and obtain water at the district's temporary water rates.

Such temporary service connections shall be discontinued and terminated within six months after installation, unless, an extension of time is granted in writing by the General Manager. Upon discontinuance of such temporary service, a refund of the salvage value of the recovered meter will be made.

**3-3.217      SUBDIVISIONS: SERVICE CHARGES: DEVELOPER**

(a) Prior to the acceptance by the district of the water system for a subdivision, the subdivider shall pay the master meter charges and bi-monthly service charges for each parcel within the subdivision which is approved for occupancy by the local agency with jurisdiction by law or which is actually occupied.

(b) Upon acceptance by the district of the water system for a subdivision and payment of the final bill, the master meter charges shall cease and the subdivider shall be no longer responsible for the payment of bi-monthly service charges for parcels within the subdivision.

(c) Upon acceptance by the district of a portion of the water system for a subdivision, the subdivider shall no longer be responsible for the payment of bi-monthly service charges for the parcels within the portion of the subdivision receiving service from the accepted portion of the water system. The district will set up and maintain meter reading routes for meters turned on in subdivision areas accepted by the board. The total water passing through such turned on meters will be subtracted from the subdivider's Master Meter reading, prior to the preparation of each master meter water bill to the subdivider.

**3-3.218      SUBDIVISIONS: SERVICE CHARGES: INDIVIDUAL CUSTOMERS**

(a) A person who occupies property prior to the acceptance or partial acceptance of the water system by the district serving the property is not a customer of the district.

(b) Upon acceptance by the district of the water system serving all or a portion of a subdivision, service to individual parcels capable of receiving or receiving service from the accepted water system shall terminate unless application for water service is made and fees and deposits made in accordance with this Title.

**3-3.219      SUBDIVISIONS: REFUNDING AGREEMENTS**

Subdividers who are required to bear the cost of the design and construction of off-site and peripheral water pipelines may utilize either of the two refund methods made available to individual applicants as set forth herein in order to recoup the costs of construction of said pipeline insofar as it benefits property located outside the subdivision.

**3-3.220      DISTRICT PROJECTS: GENERAL**

Notwithstanding the foregoing, the district may undertake the expansion of all or a portion of the facilities necessary to serve the applicant's property to the extent they are of general district benefit.

**3-3.221      DISTRICT PROJECTS: SIDE FRONTAGE**

When there is an existing distribution main in the public street or right-of-way, from which corner property may receive water service from the district, and a service connection is requested (except by a subdivider, who shall be required to pay the entire expense of the necessary main extension) beyond the corner property on the other frontage of the public street which passes the corner property, and the requested service connection requires an additional main extension fronting the subject property, under this Title, the district will install, at its expense, the necessary water main for the width of the said corner property or 150 feet, whichever is the shorter distance. Distances shall be measured from the front line of the corner property, projected if necessary to eliminate property returns, and so forth.

**3-3.222      FINANCING OF OVERSIZED FACILITIES**

(a) Should the district desire to install facilities in excess of those needed to meet the applicant's service and fire flow demands, the cost of the excess facilities shall be borne by the district.

(b) Should an applicant desire the installation of a water main to meet specialized service or fire flow requirements, the costs of the extra work shall be borne by the applicant. In such a case, the district will not participate in the side frontage as provided in Section 3-3.221. However, the side frontage will be deducted from the total frontage prior to calculating the unit reimbursement amount for the serviceable frontage.

(c) Upon acceptance of the facility with excess capacity, the district will, for a period of ten years following such acceptance, require all subsequent applicants whose property fronts upon the facilities, to pay to the district the applicant's pro rata share of the original cost of the facilities before rendering service, and the district will refund all such collections to the person, his successors or assigns, who provided the excess capacity. If the subsequent applicant's water service and fire flow requirements could have been met without the facilities with excess capacity, the subsequent applicant shall only be required to pay the district his pro rata share of any outstanding un-reimbursed costs of the facilities without considering excess capacity.

**3-3.223      WATER CONSTRUCTION FUND PROJECTS**

A water construction fund shall be maintained to provide for the installation of water facilities from time to time necessary to increase delivery capacity of the system to accommodate new customers and changed water demand beyond that which is required for a given applicant's property.

**3-3.224 DESIGN STANDARDS**

The size, type and quality of materials and location of the lines and appurtenances thereto shall be specified by the General Manager in accordance with Standard District Specifications for water system construction and design standards, as adopted by the board from time to time.

**3-3.225 APPLICANTS REQUIRED TO PROVIDE RIGHTS-OF-WAY**

An applicant for water service or a main extension shall dedicate or cause to be dedicated to the district an easement or easements for the installation, maintenance and replacement of water system facilities to provide service to the applicant.

**3-3.226 RELOCATIONS OF FACILITIES**

Any district facilities which are relocated for the convenience of someone other than the district shall be moved at the sole expense of the person requesting the relocation. If private construction is endangering the safety of a district facility, or is causing a facility to become a hazard, the facility will be relocated by the district, and the person causing the hazard shall pay for the full cost of the relocation.

**3-3.227 OWNERSHIP OF MAINS**

All mains and appurtenant facilities connected to the district's distribution system shall become the property of the district, and shall be operated and maintained by the district. Dedication of such mains and appurtenances to the district shall be made, in a form acceptable for recording, prior to commencement of service through the new system.

**3-3.228 ASSESSMENT DISTRICTS**

A group of applicants for service along a street or right-of-way in which a main could be installed which would provide for the frontage requirements of this Title, and who represent 60% or more of the owners of frontage along the proposed main, may join together to file an application with the District to form an assessment district for the purpose of financing the necessary improvement. All costs of forming the assessment district shall be advanced by the applicants, and prorated among all the beneficiaries of the improvement upon the successful completion of the proceedings. A deposit in an amount from time-to-time determined by the General Manager must be made to cover the costs of the preliminary design prior to further proceedings being instituted by the District. No refunds will be made of monies expended in the event the proceedings are terminated prior to completion.

**3-3.229 FIRE HYDRANTS**

(a) Fire hydrants shall be installed by the district in accordance with water system design reports or when requested by a property owner.

(b) If the fire hydrant is not located where the district may readily inspect for illegal connections or not constructed to district standards for public usage, a detector check valve shall be installed to detect illegal connections and water leaks. When a fire hydrant is constructed to district standards for public hydrants on a main constructed solely for this purpose and can be inspected for misuse from public vantage point by district personnel, the requirement for a detector check valve may be waived by the district, but in no event shall the requirement be waived for private-owned fire suppression sprinkler systems.

(c) The requirements for installation of a detector check valve may be waived by the district when it is not possible to install the valve due to a high water pressure. When the requirement for a detector check valve is waived for this reason, the applicant shall provide the district with perpetual access to the fire hydrant to make inspections to determine compliance with district rules and regulations and shall construct the hydrant in accordance with district standards for public fire hydrants. When both of these conditions cannot be met, the district may authorize the installation of a single service to provide both domestic and fire service complete with a pressure regulator and a compound meter to measure water delivered to the property. In this case, the main meter of the compound meter shall act as a detector check valve and be subject to all fees and penalties associated herein. The applicant shall pay the district the actual cost of installing the necessary facilities.

### **3-3.230**

#### **SIZE AND NUMBER OF WATER CONNECTIONS**

An applicant who desires service for commercial or industrial uses, including commercial offices, shall make application for the number, size and types of service connections which will serve the projected highest water use configuration of proposed or actual improvements to the applicant's property. Before service commences, the General Manager may require that the applicant obtain service connections which differ in number, size or type from the service connections requested by the applicant if the General Manager determines the application does not accurately portray the projected highest water use configuration of the improvements to the applicant's property. After service commences, the General Manager may also refuse to change the number, size or type of service connections if the General Manager determines the applicant negligently or intentionally failed to accurately describe the ultimate projected highest water use configuration of the improvements to the applicant's property. If the number, size or type of service connections is changed after service commences, the property owner shall pay for the changes at the rates prevailing at the time of the change.



**CHAPTER 4. CONTINUATION OF SERVICE****ARTICLE 1 - RATES: TIME AND MANNER OF PAYMENT****3-4.101 GENERAL**

A customer shall be entitled to continue to receive water service from the District by compliance with the provisions of this Chapter.

**3-4.101A<sup>8</sup> WATER SCHEDULE OF ADJUSTMENTS**

(a) During the budget development process of each fiscal year, the board shall determine whether rates charged for water recover the reasonable cost of water service, including capital costs and operation and maintenance, to the maximum extent feasible and in accordance with the Municipal Water District Law of 1911. The board shall revise the rates, if necessary, to satisfy the foregoing criteria.

(b) The General Manager, with approval of the board of directors, shall change the rates for water service to reflect changes in the cost of water delivered to the District by The Metropolitan Water District of Southern California ("Metropolitan"). Rate changes by the General Manager shall be made as follows:

(1) The fiscal impact of the Metropolitan change shall be spread among rate tiers by the same dollar amount.

(2) A written report on the change shall be presented to the board by the General Manager before the proposed effective date of the change.

(3) The written report shall demonstrate the rate change did not exceed the amount of the rate increase or decrease adopted by Metropolitan.

(4) The rate change shall not be effective until at least thirty days after a notice of the change has been mailed to customers.

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<sup>8</sup> Amended by Ord. No. 11-09-259 on Nov. 24, 2009.

**3-4.102<sup>9</sup>      READINESS TO SERVE CHARGE**

A potable water customer shall pay the following bimonthly readiness to serve charge based upon the size of the meter serving the property and effective with the date of service. This charge is to offset the cost of providing facilities to serve the customer and shall be paid whether the customer takes delivery of water or not.

Meter Size	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
3/4"	\$ 28.77	\$ 30.21	\$ 31.73
¾" x 1"	28.77	30.21	31.73
1"	42.37	44.49	46.72
1-1/2"	76.35	80.17	84.18
2"	117.60	123.48	129.66
3"	225.75	237.04	248.90
4"	348.60	366.03	384.34
6"	675.75	722.14	758.25
8"	1,096.20	1,151.01	1,208.57
10"	1,571.85	1,650.45	1,732.98

**3-4.103<sup>10</sup>      COMMODITY CHARGES**

(a) In addition to the readiness to serve charge, each customer shall pay a commodity charge for water delivered through each meter in a bimonthly period based on the class of customer, tier allotments, and the elevation zone within which the customer's property is located as follows.

(b) A tier allotment is the number of units of water allocated to a customer for a bimonthly billing period. Tier allotments, stated in billing units, for single-family class of customers are as follows:

	Single Family
Tier 1	First 16
Tier 2	Next 51
Tier 3	Next 133
Tier 4	Over 200

Tier allotments, stated in billing units, for a multi-family class of customers are as follows:

	Multi-Family per dwelling unit
Tier 1	First 12
Tier 2	Next 2
Tier 3	Next 10
Tier 4	Over 24

<sup>9</sup> Amended by Ord. No. 11-12-270 adopted on Nov 13, 2012, drafted by LV.

<sup>10</sup> Amended in Ord. No. 11-12-270 adopted on Nov 13, 2012, drafted by LV.

Tier allotments for commercial and irrigation classes of customers are determined by multiplying the single-family class tier allotments by the meter capacity ratio for the meter serving the property.

Meter Size	Meter Capacity Ratio
3/4"	1.0
1"	1.7
1-1/2"	3.3
2"	5.3
3"	10.7
4"	16.7
6"	33.3
8"	53.3
10"	76.7

(c) Each customer shall pay a charge for the units of water delivered to offset the cost of delivery, other than pumping above Zone 1, as follows:

Volume Charge Per Unit	Commencing with meter reads on or after:		
	1/1/2013 <sup>1</sup>	1/1/2014 <sup>2</sup>	1/1/2015 <sup>3</sup>
Tier 1	\$ 1.98	\$ 2.19	\$ 2.23
Tier 2	2.37	2.60	2.72
Tier 3	3.29	3.56	3.73
Tier 4	4.68	5.02	5.26

Notes:

- For tiers 1-4, includes \$0.11 MWD pass through.
- For tiers 1-4, includes \$0.11 NWD pass through added to 1/1/13 rates.
- No pass through included.

(d) Each customer shall pay a charge for each unit of water delivered to offset the cost of pumping above Zone 1 as follows:

Elevation Charge per Unit	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
Zone 2	\$ 0.38	\$ 0.40	\$ 0.42
Zone 3	0.66	0.70	0.74
Zone 4	1.15	1.21	1.28
Zone 5	2.30	2.42	2.55

Note: the elevation charge is determined by the highest zone the water is pumped to prior to reaching the customer.

As used herein, the elevation zones are:

(a) Zone I, which includes domestic water customers receiving water that does not require pumping above a hydraulic gradient of 1235' prior to delivery to the customer. As used in this Title, Hydraulic Gradient (or H.G.) shall mean the maximum water elevation represented by the pressure in the water system, or the maximum surface elevation of the water in the reservoir serving the system.

(b) Zone II, which includes domestic water customers receiving water that requires pumping to elevations between 1235' and 1700' prior to delivery to the customer.

(c) Zone III, which includes domestic water customers receiving water that requires pumping to elevations between 1700' and 2200' prior to delivery to the customer.

(d) Zone IV, which includes domestic water customers receiving water that requires pumping to elevations greater than 2200' prior to delivery to the customer.

(e) Zone V, which includes domestic water customers who are served water purchased by the District from other than the Metropolitan Water District of Southern California.

### 3-4.104<sup>11</sup>

#### **TEMPORARY SERVICE RATES**

(a) A monthly readiness to serve charge shall be paid for each temporary meter to offset the cost of providing facilities to serve the customer and shall be paid following the installation of the meter and regardless of whether the customer takes delivery of water or not. Temporary potable water meter charges are calculated by multiplying the potable rate for the same size meter by 1.5 and then dividing by two because temporary accounts are billed monthly instead of bi-monthly~~monthly~~ as the potable accounts are.

Meter Size	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
1"	\$ 31.78	\$ 33.37	\$ 35.04
2-1/2"	169.32	177.79	186.68
3"	169.32	177.79	186.68
4"	261.45	274.53	288.26
6"	515.82	541.62	568.71
8"	822.15	863.26	906.43
10"	1,178.89	1,237.84	1,299.74

(b) The monthly volume charge per unit of potable water delivered through temporary meters shall be 150% of the Tier 4 potable water volume and elevation zone charges for the site where the temporary meter is connected.

(c) An installation fee of \$50.00 shall be paid prior to installation of the temporary meter by district staff. In addition, a meter deposit of \$500.00 for a 1" meter or \$1,500.00 for a 2-1/2" meter shall be required prior to installation of the meter. Such meter deposit will be refunded, net any costs incurred by the district relative to the temporary meter. For meters larger than 2-1/2", the deposit shall be 2 times the cost of the meter.

(d) Prior to the installation of the temporary meter, the customer shall be required to pay a deposit in an amount sufficient to guarantee the payment of twelve months of water bills as estimated by the General Manager. Such deposit will be refunded, net any costs unpaid to the district for potable water usage.

<sup>11</sup> Amended by Ord. No. 11-12-270 adopted on Nov. 13, 2012, drafted by LV.

**3-4.105 PRIVATE FIRE PROTECTION SERVICE**

- (a) Detector Check Valve - The bimonthly charge for private fire protection service shall be \$15.00.
- (b) Detector Meter - The bimonthly charge for fire protection service shall be \$15.00.
- (c) No Meter - The bimonthly charge for fire protection service shall be \$15.00.

**3-4.106 SERVICE OUTSIDE OF DISTRICT**

- (a) The rate for surplus water used on land or property located entirely outside of the district shall be the same rate as the rate for water sold through temporary meters unless the agreement for surplus water delivery approved by the Board establishes a rate in which case the rate set forth in the agreement shall apply.
- (b) The rate for water used on land or property located both inside and outside the district shall be apportioned according to the place of use insofar as the General Manager can determine the amounts used on properties within and outside of the district.

**3-4.107 BILLING ADJUSTMENTS**

(a) For the purpose of computing water charges, each meter upon the customer's premises will be computed separately, and readings of two or more meters will not be combined as equivalent to measurement through one meter, except in those instances in which the district, for its operating convenience, substitutes two or more meters of a smaller size in battery for a single larger meter on the same service connection, in which event the total equivalent capacity of the smaller meters shall be substituted for the size of a single meter of a similar capacity, in the application of the rate schedule.

(b) Single family residential customers which have not had a delinquency are eligible for one leak adjustment every ten years provided:

(1) The adjustment shall be requested within one year of discovery of the leak;

(2) The adjustment shall apply to one billing period; and

(3) The credit shall be one-half the difference between the bill in question and the same period one-year earlier or \$1,500, whichever is less.

**3-4.108 BILLS DUE WHEN PRESENTED**

Water meters shall be read as outlined below and the district, as soon after the meter reading date as practical, shall mail or deliver to each customer a statement of his bill for the preceding period. All bills and charges shall be due and payable at the office of the district, upon presentation. Accounts will become delinquent and services may be discontinued in accordance with requirements of this Title. A late charge of 2% per billing period shall be paid on past due balances.

**3-4.109 BILLING FREQUENCY**

(a) Normally, domestic services will be billed bimonthly. Exceptions will be made, if, at the discretion of the General Manager, more frequent billing is warranted. Temporary services will be billed monthly.

(b) A person who proposes to use at least 50 acre feet of water during a 30-day period for recreational uses, such as the filling of a lake, may request the billing for the water delivered to be spread over not more than twelve consecutive months next following the commencement of delivery of water for such purposes. Such a request shall be approved by the General Manager if the customer enters into a written agreement with the district setting forth the terms and conditions of payment.

**3-4.110 APPLICATION OF DEPOSITS TO DELINQUENT ACCOUNTS**

If a consumer who has made a deposit fails to pay his delinquent bill or bills, together with all added penalties, his deposit shall be applied on his account and the service may be discontinued until such time as the deposit is restored to the amount provided herein after all delinquencies and charges are paid.

**3-4.111 FAILURE TO RECEIVE A BILL**

Failure to receive a bill does not relieve a customer of liability for payment.

**3-4.112 NOTICE OF SERVICE DISCONTINUANCE REQUIRED**

Customers desiring to discontinue service should notify the District at least 24 hours prior to vacating the premises. A fee shall be added for discontinuance requested outside normal business hours. Unless discontinuance of service is ordered, the customer will be liable for the bimonthly service charges provided for herein, whether or not any water is used.

**3-4.113 MULTIPLE DISTRICT SERVICES**

The rates and charges for all services and facilities furnished by the district shall be collected with its water rates and charges. All such charges shall be included within the same bill and collected as one item. In the event of failure to pay the whole or any part of the bill, the district may discontinue any or all service for which the bill is rendered.

**3-4.114 MULTIPLE WATER SERVICE CONNECTIONS**

When water is furnished to one customer through more than one service connection at the same or different locations or premises, all such services may be discontinued when a bill for any one of them becomes delinquent.

**3-4.115 PRORATION OF CHARGES FOR ODD PERIODS**

Bills for water service for periods of time less than one month will be prorated.

**3-4.116**      **ESTIMATED BILLS**

(a) If a meter in working condition cannot be read for any reason, an estimate shall be made of the quantity of water used and a bill rendered for the estimated quantity. Should the succeeding reading indicate that the estimate is materially in error, an adjustment shall be made in the succeeding bill.

(b) If a meter becomes inoperable, billing shall be based on the quantity used in a similar period, unless circumstances indicate clearly a material change in the rate of consumption, in which case the General Manager shall estimate the quantity used, considering all pertinent factors, and render a bill accordingly.

**3-4.117**      **CHANGE OF CUSTOMERS WITHOUT NOTICE**

A person taking possession of premises and using water from an active connection without having made application to the district for water service, shall be held liable for the water delivered from the date of the last recorded reading, and if the meter is found inoperative, the quantity consumed will be estimated by the General Manager. If proper application for water service is not made upon notification to do so by the district, and if accumulated bills for service and the fees herein provided are not paid immediately, the service may be discontinued by the district without further notice.

**3-4.118**      **DELINQUENT CUSTOMER AT SAME OR NEW ADDRESS**

Should any customer fail, or refuse to pay for service furnished and charged for in accordance with the rates herein specified, he shall not again be furnished service at the same or any other location until all of his delinquent bills plus the fees and charges herein provided have been paid; and he shall be required to make a deposit sufficient to cover future services as provided herein.

**3-4.119**      **DELINQUENT TENANTS WITH SERVICE IN OWNER'S NAME**

Should a customer who is the owner of property, whether occupied by the customer or a tenant, fail, or refuse to pay bills for service, service may be discontinued and may not again be resumed while the premises are in the same ownership until bills, plus the fees and deposit, have been paid.

**3-4.120**      **FIELD COLLECTIONS - DELINQUENT ACCOUNTS**

Any district employee possessing an authorized order for the immediate disconnection of service which is delinquent under these rules, may, at the time the employee calls to make such disconnection, accept and receipt for in the field the full amount of the water service charges shown upon such disconnection order, plus all fees herein specified. The entire amount due shall be paid, even though the payment has been mailed. Upon collection of the amounts herein above specified, the service shall be left connected or reconnected, as the case may be, otherwise, it shall be disconnected as required in such order. The employee shall not make any rebate or adjust charges. Field collections and service restoration will

not be made after 8:00 p.m.

### **3-4.121 CHECK NOT HONORED BY BANK**

(a) Applicants or customers who pay bills rendered for service, fees, deposits or penalties by check or electronic funds transfer (EFT) will be held responsible for the payment being honored by the Bank upon which it is drawn. If a check or EFT transaction is refused for payment by the Bank, the writer, upon notification, will be required to redeem the payment in cash at the district's office within 24 hours and pay a redemption fee in the amount of \$20.00. If a customer has three returned payments, all subsequent payments will be required to be made in cash for a period of thirteen months.

(b) Service shall not be undertaken until the customer or applicant complies with the requirements of this section. In those cases where the dishonored check relates to service already commenced, the procedure set forth herein for termination of service upon failure to pay district charges, deposits and penalties shall be invoked if the customer fails or refuses to redeem the dishonored check within the allotted time.

### **3-4.122 ELECTRONIC PAYMENTS**

~~(a) Customers may arrange electronic payment of bills.~~

~~(b) With the receipt of the signed authorization form, a voided check, and a pre-noting of their banking information, all future statements will be paid automatically from the bank account designated on the authorization form. When the form and voided check are received by Customer Service, the information will be input into the billing system and a test run will be completed with the customer's banking institution on the following Thursday. The customer will be notified when the test has been completed and advised *Autopay* will be effective with their next billing cycle.~~

~~(c) The Customer Service Technician will generate the automatic payment file with our district bank the Thursday following the customer's billing and the payment amount will be posted to the customer account. The bank will verify all file transmissions and if there are any discrepancies, Customer Service will be notified immediately by fax from the bank. In the case of a non-sufficient transaction, the district will remove the customer from *Autopay* and the customer will be required to make bi-monthly payments on their account.~~

~~(d) Customers may arrange payment of bills via Credit Card by accessing the District's website ([www.LVMWD.com](http://www.LVMWD.com)) or, from a touch tone phone. Credit Card / EFT payments cannot be accepted at the LVMWD office or by customer service personnel over the phone. If you have any questions, contact Customer Service at 818-251-2200 during regular business hours (7:30 AM — 5:00 PM Monday through Thursday and 8:00 AM to 5:00 PM on Friday).~~

Bills shall by legal tender or equivalent approved by the general manager including electronic transfer.



## **ARTICLE 2 - USAGE**

### **3-4.201 USE OF WATER - SUPPLYING ANOTHER PERSON**

- (a) Water shall not be supplied to any property other than described in the application for service except as provided in this section.
- (b) The General Manager may permit a customer to supply water to a holder of a public works contract or private contractor. Such permit shall be denied to any person who is indebted to the district for any prior water or damage charges, or who has failed to comply with the rules and regulations of the district or previously issued permit.
- (c) No customer of the district shall deliver or permit to be delivered any water outside of this district's boundaries or for use outside of the boundaries, from a service connection, or other facilities connected to the district's facilities, without the consent of the Board.
- (d) Service of water shall not be made through a single meter to two or more parcels of separately owned property. A temporary exception may be made to this rule if approved by the General Manager, provided that there is no main contiguous to the property from which separate service may be had, and provided further that the customer for whom the meter was installed shall give satisfactory guarantee of payment for all water delivered. Such service shall be charged as though separate meters existed for each separate use. Whenever a district main is installed from which separate service can be rendered, the General Manager will notify the parties and the common service will be discontinued after the time limit noted in the notices.

### **3-4.202 WASTE OF WATER PROHIBITED**

No customer shall knowingly permit waste or leaks of water. Where water is wastefully or negligently used on the customer's premises, the district may discontinue the service, if such conditions are not corrected within five days after the General Manager gives the customer written notice ~~thereof~~.

### **3-4.203 UNAUTHORIZED USE OF FIRE HYDRANTS**

- (a) Except as provided herein, no person shall use water from a fire hydrant for any purpose other than fire suppression.
- (b) Temporary service may be provided through a fire hydrant under Section 3-2.210.
- (c) Water may be used to maintain or test a fire sprinkler system. Authorization to use water through a fire service connection for the purpose of maintaining or testing a fire sprinkler system will be granted up to four times per year with advance notification to the district. Exceptions may be made upon the estimated quantity of water to be used. The General Manager may restrict or prohibit such non-emergency flows as may be detrimental to the district's system.
- (d) When it is found that a fire service or a fire hydrant has been used for any purpose other than for suppression, or a single service has exceeded the allowable capacity of the by-pass meter, the district may charge the sum of \$200.00 for the first offense, \$300.00

for the second offense, and \$500.00 for the third and subsequent offenses; if warranted by the estimate of water usage for each and every incident of authorized use. (Each day of use may be construed as a separate incident.)

If the General Manager determines that leakage has occurred, totaling less than 0.03 units of water per period delivered during 3 consecutive billing periods to the customer's fire service or fire hydrants, the General Manager shall notify the customer of the usage and encourage customer to fix the leak.

If the General Manager determines that leakage has occurred, totaling less than 15 units but more than 0.03 units of water per period have been delivered to the customer's fire system or fire hydrant, the customer shall present satisfactory evidence that the leak has been repaired, or pay \$75.00 per billing period in addition to the regular charge described herein.

If the General Manager determines that leakage has occurred, totaling more than 15 units of water per period during three consecutive billing periods to the customer's fire service or fire hydrant, the customer shall be required either to present satisfactory evidence that the leakage has been fixed, or he must remove the detector check valve and purchase a water meter of the appropriate size. If the customer chooses to purchase a water meter, the customer shall pay all fees and charges normally associated with the purchase of the meter.

(e) If repeated unauthorized use of a fire service or hydrant occurs, the General Manager shall notify the fire department and the occupant of the properties served by the fire service or fire hydrant that within 10 days the fire service or fire hydrant shall be disconnected until all charges for each violation have been paid and until assurances, satisfactory to the General Manager, have been given that no further unauthorized use will occur.

### **3-4.204      OPERATION OF DISTRICT FACILITIES RESTRICTED**

No one except an employee or representative of the district shall at any time, in any manner, operate service cocks or valves, main cocks, gates or valves of the district's system, or interfere with meters or their connections, water mains or other parts of the district's water system.

### **3-4.205      DAMAGE TO PROPERTY**

(a) In no case will the district be liable for damages occasioned by water running from opened or faulty fixtures, or from opened or damaged pipes on the customer side of the meter.

(b) The customer shall be liable for any damage to the district's service facilities when such damage is from any act or omission of the customer or his family, tenants, agents, employees, contractors, licensees, or permittees.

### **3-4.206      FRAUD**

Service may be discontinued, if necessary, to protect the district against fraud or abuse.

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## **ARTICLE 3 - PROTECTIVE MEASURES**

### **3-4.301 RELIEF VALVE REQUIRED**

To protect the customer's plumbing system, when pressure regulating valves or other protective devices are connected to a water heater of any type, a suitable pressure relief valve shall be installed and maintained by the customer, in accordance with the Uniform Plumbing Code.

### **3-4.302 ISOLATION OF CERTAIN SERVICE CONNECTIONS REQUIRED**

(a) There shall be no connection between a private fire protection service and any other water distribution system on the premises.

(b) There shall be no connection between an irrigation service and any other water system on the premises.

### ~~**3-4.303 METER REQUIRED**~~

~~All water furnished by the district, except as provided in this Code, must pass through a meter. No by-pass or connection around a meter between the customer's plumbing and the district's main shall be made or maintained.~~

### ~~**3-4.304**~~ **CROSS CONNECTIONS**

(a) Cross-connection shall mean any unprotected connection between any part of the district's potable water supply system and any source or system which might potentially contain water or substance that is not, or cannot, be approved as potable for human consumption.

(b) The requirements of this district regarding cross-connections are covered in the Uniform Plumbing Code and Section 7583 through 7622 of Title 17 of the California Administrative Code, which are incorporated in this Code by reference.

(c) In addition to the other requirements herein, each customer must, at his own expense, comply with the requirements of this Section. Water service may be refused or discontinued to any premises where there exists a cross-connection in violation of these requirements.

(d) Whenever back flow protection has been found necessary on a water supply line entering a customer's premises, or when more than one Domestic and/or Irrigation Service Connection supplies water to a single premises, which, in the opinion of the General Manager, would not preclude the possibility of a circulating flow between the connections, then any and all water supply lines from the district's mains entering such premises, buildings or structures shall be protected by an approved back flow device, regardless of the use.

(e) Private fire protection services are excluded from the requirement of this section.

### ~~**3-4.305**~~ **304 SERVICE CONNECTION SHUT-OFF VALVES**

- (a) ~~All-district~~District shut-off valves are installed by and for the use of the district and will usually be ~~found~~located immediately adjacent to the street side of the meter.
- (b) The district provides a valve on the customer's side of each meter. This valve is for the customer's use, and may be operated at the customer's convenience.

### ~~3-4.306~~ OWNERSHIP AND ACCESSIBILITY OF SERVICE CONNECTIONS

~~All service connections and all water meters installed or accepted for use by the District shall remain the property of the district.~~

~~**3-4.305** Service connections shall be kept safely and readily accessible for district personnel. The expense of maintenance, repairs, and renewal of such service connections and meters, due to normal wear and tear, shall be borne by the district.~~

### ~~3-4.307~~ CUSTOMER PLUMBING APPLIANCES SUBJECT TO APPROVAL

Water service may be refused or discontinued to any premises where apparatus or appliances are in use which unreasonably endanger district facilities.

## **ARTICLE 4 - WATER CONSERVATION**

### **3-4.401      GENERAL**

The district will offer educational materials to its customers in the efficient use of water to help customers conserve water. The district will furnish customers with water conservation information and make water-conserving fixtures and equipment available. The district will assist cities and the county in the implementation of the Water Conservation in Landscaping Act. This Article sets forth water conservation measures which shall be followed by customers.

### **3-4.402      REQUIREMENTS**

(a) Customers shall conserve water supplied by the District by the prevention and elimination of all waste or leakage of water.

(b) All new plumbing fixtures installed within the District service area must conform to the following requirements:

- (1) Toilets shall use less than 1.6 gallons per flush.
- (2) Showerheads shall flow at less than 2.5 gallons per minute.
- (3) Non-residential lavatory faucets shall be metering or self-closing.
- (4) Urinals shall use not more than 1.5 gallons per flush.

(c) All fixtures must be approved by the State Department of Housing and Community Development, and toilets, urinals and showerheads must have a certification of volume by a reputable independent testing organization.

(1) Where requirements of this subsection would cause hardship or if suitable fixtures are not available, hot water re-circulating systems or point of use hot water heaters may be substituted as water conserving measures for up to two toilet installations per single family dwelling.

(2) In commercial uses, developers/owners may install fixtures that use up to 3.5 gallons per flush when rest room facilities must meet County handicapped use requirements and/or when vandalism of tank style toilets is likely.

(d) All water conserving fixture installations shall be subject to compliance inspection, prior to issuance of final occupancy permits, by one of the following agencies: Los Angeles County, City of Agoura Hills, City of Calabasas, City of Westlake Village, City of Hidden Hills, or the district. Inspection reports shall be supplied by the inspector to the district and the appropriate city or the county.

(e) For the benefit of the public, and to further the cause of water conservation in landscaping, one home in each model home display must be landscaped with water efficient (xeriscape) plant material and irrigated with appropriate water-conserving irrigation systems.

- (1) The landscaping for the Xeriscape model shall be designed to be drought tolerant. The use of irrigation intensive plantings shall be discouraged.
- (2) All turf areas shall be no more than 30% of the area landscaped.
- (3) The model home display shall draw attention to the specific landscape materials and irrigation techniques utilized.

### **3-4.403 RECYCLED WATER USE**

To conserve the district's potable water supply, recycled water shall be used as follows:

(a) Where recycled water is available and appropriate, the use of potable water for irrigation purposes shall be considered a waste of potable water. Upon written notice from the General Manager that recycled water is available and appropriate for use, the customer shall have 60 days to commence the use of recycled water. Thereafter, all potable water which is delivered to the property for irrigation shall be charged at a rate of 150% of the then current potable water rate. As used in this section, "available" means a district recycled water main is contiguous to the site in question.

As used in this section, "appropriate" means that the proposed use is acceptable to the Department of Health Services and the Regional Water Quality Control Board.

(b) Potable water shall not be used for construction activities such as compaction and dust control when recycled water is available and appropriate. As used in this paragraph, "available" also means that the cost of required recycled water, when added to the cost of required recycled water conveyance facilities, is less than, or equal to, the cost of an equivalent amount of potable water priced at 150% of regular potable water rates, plus the cost of necessary potable water conveyance facilities.

### **3-4.404<sup>12</sup> WATER CONSERVATION MEASURES**

(a) Customers shall comply with the following water conservation measures:

(1) Potable water shall not be used to clean or sweep hard surfaces such as sidewalks, walkways, driveways or parking areas unless the washing is performed with an approved water conservation broom, and only as necessary to protect the public health and safety.

(2) Hotels, motels and other places for commercial transient occupancy shall offer guests who stay more than one night the opportunity to retain towels and linens during their stay.

(3) Car washing is permitted only with the use of a nozzle having an automatic shut-off.

(b) Customers shall use the following irrigation practices:

<sup>12</sup> Amended Sec. 3-4.404 by Ord. No. 06-11-266 on June 14, 2011. (Formerly entitled "Violations".)

(1) Irrigation shall occur after 5:00 p.m. and before 10:00 a.m., provided no irrigation is permitted during rainfall, provided further, irrigation is not permitted for 24 hours after rainfall in excess of 1 inch.

(2) Irrigation shall not run off to streets, gutters or adjacent properties.

(3) The District shall assist in the promotion of water efficient irrigation practices by monitoring compliance with landscaping plans approved by cities and the county under the Water Conservation in Landscaping Act. The District shall notify the city or county with jurisdiction by law if it is determined that a landscaping plan has been breached.

### **3-4.405<sup>13</sup> CONSERVATION INCENTIVES**

Customers are encouraged to make the most efficient use of the potable and recycled water supplies. The district may by resolution offer financial and other incentives to customers who replace high volume water use equipment, appliances and devices with low volume water use equipment, appliances and devices.

### ~~3-4.406<sup>14</sup> IRRIGATION PRACTICES~~

~~REPEALED-~~

### ~~3-4.407<sup>15</sup> WATER SHORTAGE RESPONSE — DROUGHT AND EMERGENCIES~~

~~REPEALED-~~

### **3-4.408<sup>16</sup> ENFORCEMENT**

(a) Customers shall be notified in writing when the first violation of this article is discovered by the District. The notice shall include a warning that further violations could result in stricter penalties as set forth below.

(b) Customers who violate this article for a second time within a twelve-month period have committed an infraction punishable by a fine of up to \$50.00.

(c) Customers who violate this article for a third time within a twelve-month period have committed an infraction punishable by a fine of up to \$100.00.

(d) Customers who violate this article for a fourth time within a twelve-month period have committed an infraction punishable by a fine of up to \$250.

(e) The District may install flow restrictors or terminate service to customers who have violated provisions of this article five times within a twelve-month period.

(f) Customers shall be encouraged to report violations of this article through the District's water conservation "hot line".

(g) Fines collected pursuant to this section shall be deposited in a special fund and

<sup>13</sup> Amended Sec. 3-4.405 by Ord. No. 07-09-257 on July 14, 2009. (Formerly entitled "Rebates").

~~<sup>14</sup> Sec. 3-4.406 repealed by Ord. No. 01-09-254 on Jan 27, 2009.~~

~~<sup>15</sup> Sec. 3-4.407 repealed by Ord. No. 06-11-266 on June 14, 2011.~~

<sup>16</sup> Sec. 3-4.408 added by Ord. No. 01-09-254 on January 27, 2009.



spent to provide assistance for water reduction appliances and processes.

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**3-4. ~~409~~407<sup>17</sup> LONG-TERM WATER USE REDUCTIONS**

The General Manager shall recommend appropriate programs and projects to achieve a 20% reduction in the District's water uses by the year 2020.

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<sup>17</sup> Sec 3-4.409 amended by Ord. No. 06-11-266, on June 14, 2011. (Formerly "Water Shortage Response-Water Budgets)

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**TITLE 3 - POTABLE WATER SERVICE****CHAPTER 1. GENERAL****ARTICLE 1 - PURPOSE AND SCOPE****3-1.101**      **PURPOSE**

Regulations for potable water service are set forth in this Title.

**3-1.102**      **SCOPE**

This Title applies to potable water service from the district; rates, fees and deposits to cover the cost thereof; the time and manner of payment for services rendered; regulations regarding water usage; protection of the system from mechanical and health hazards; and rules and charges for extending mains and permitting connections to existing mains. This Title does not apply to recycled water service.

## **ARTICLE 2 - DEFINITIONS**

### **3-1.201 DEFINITIONS: GENERAL**

The definitions in this Article shall be used to interpret this Title, unless otherwise apparent from the context.

### **3-1.202 SERVICE OR WATER SERVICE**

"Service" or "water service" means the delivery of potable water through a meter turned on by the District for which fees and charges have been paid. "Service" does not refer to the system of pipes and appurtenances to deliver water.

### **3-1.203 APPLICANT**

"Applicant" means a person applying for water service from the district.

### **3-1.204 CLASS OF SERVICE**

"Class of Service" refers to the type of water service provided to a customer. There are four classes of service. "Single-Family Class" refers to service to one residential unit; or an individual unit within a multi-family dwelling complex served through a dedicated water meter. "Multi-family Class" refers to service to 2 or more combined residential units served by a single water meter. "Commercial Class" refers to service to business, institution or government agency. "Irrigation Class" refers to service solely for irrigation.

### **3-1.205 DOMESTIC SERVICE**

"Domestic Service" refers to the delivery of water for other than temporary service or fire protection service.

### **3-1.206 CONNECTION FEES**

"Connection Fees" means fees levied by the District to recover the cost of facilities needed to provide water service, including: "Capacity Fees" to recover the cost of the potable water system delivering water (distribution pipeline) up to a lateral pipeline connecting the distribution pipeline to a customer's meter; a "Conservation Fee" to pay for the cost of facilities to conserve potable water capacity; and "Meter Fees" to pay for the cost of the lateral pipeline from the distribution pipeline and the meter.

### **3-1.207 CUSTOMER**

"Customer" means a person or persons receiving water service from the district.

**3-1.208**      **SERVICE FEES**

"Service Fees" means the fees levied to recover costs incurred to operate and maintain the water system

**3-1.209**      **TYPES OF SERVICE**

(a) District provides permanent, limited, temporary, private, fire, surplus, inactive or sealed water service.

(b) "Permanent Service" means service to property meeting the frontage requirements.

(c) "Limited Service" means service to property which does not otherwise meet the frontage requirements.

(d) "Temporary Service" means service which does not qualify for permanent status. Temporary service connections will be discontinued and terminated 6 months after the installation unless an extension of time granted in writing by the General Manager, or an agreement for service outside the district specifies some other period of time. Temporary service includes service to a subdivision, through a master meter, during its construction phase.

(e) "Private Fire Service" means service for emergency fire protection only.

(f) "Surplus Water Service" means service in excess of the current requirements of the district, its inhabitants to property outside the district boundaries.

(g) "Inactive Service" refers to a meter turned-off by the district and for which all fees and deposits described herein have been paid.

(h) "Sealed Service" refers to a service connection without a meter for which the fees, charges and deposits described herein are outstanding.

**3-1.210**      **UNIT**

"Unit" means one hundred cubic feet or 748 gallons.

## **CHAPTER 2 - COMMENCEMENT OF SERVICE**

### **ARTICLE 1 - APPLICATION FOR SERVICE**

#### **3-2.101      COMMENCEMENT OF SERVICE: GENERAL**

(a) An applicant for water service or for to change an existing water service shall: execute appropriate application process, pay the required service initiation fees, make the deposits, and meet the conditions set forth herein.

(b) Each single-family dwelling shall be served through at least one water meter of at least 3/4" size and such additional meters as the property owner may request. Cross-connection control shall be required if more than one meter is installed or non-potable water or unregulated water is available to the property.

(c) Each unit of multi-family dwelling shall be served through at least one water meter of at least 5/8" in size and such additional meters as the property owner may request.

#### **3-2.102      COMMENCEMENT OF SERVICE: APPLICATIONS**

(a) The application shall include an agreement to abide by regulations and such information as the General Manager may reasonably request. Such application shall be for service to a particular and identified property.

(b) If the application is for service to property not previously served by the district, the applicant shall also present evidence of compliance with local ordinances implementing the Water Conservation in Landscaping Act. If the district is administering such an ordinance on behalf of a city within the district, the application for service shall be treated as an application for concurrent review of a landscape plan.

(c) If the application is for an account in the name of a corporation or partnership, the applicant shall provide a personal guarantee from an owner or principal of the entity, regardless of the form of organization, as follows:

"I hereby certify I am a principal/officer of the organization listed on the attached application. I accept full responsibility for all fees and charges related to water and sewer service for the organization.

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Name and Title

**3-2.103      APPLICANT'S RESPONSIBILITY**

- (a) The applicant shall pay for a minimum of one month of service if the applicant is approved.
- (b) The applicant shall pay expenses incurred by the District as a result of incorrect information on the application.
- (c) Multiple applicants for a commonly owned property shall be jointly and severally liable for water service. A single bill shall be sent to their designee.
- (d) Responsibility for service may be claimed by a customer as follows:
- (1) An account can be changed from two spouses to one spouse with information on the individual assuming billing responsibility.
  - (2) An account can be changed to a family member if a new application is submitted and the \$20.00 initiation fee paid.
  - (3) A customer can direct billing information to a third party and bills will be sent "in care of" the party who will make the payment.

**3-2.104      METER REQUIRED**

All water furnished by the district, except as provided in this Code, must pass through a meter. No by-pass or connection around a meter between the customer's plumbing and the district's main shall be made or maintained.

**3-2.105      OWNERSHIP AND ACCESSIBILITY OF SERVICE CONNECTIONS**

Service connections and water meters installed or accepted for use by the District are the property of the district. Service connections shall be kept safely and readily accessible for district personnel. The expense of maintenance, repairs, and renewal of such service connections and meters, due to normal wear and tear, shall be borne by the district. Water pipes and appurtenances downstream of the meter are the property of the customer who is responsible for operation and maintenance.



## **ARTICLE 2 - FEES AND DEPOSITS**

### **3-2.201 FEES AND DEPOSITS: GENERAL**

Service will be commenced after submittal of an application and payment of the applicable fees and deposits as set forth in this Article.

### **3-2.202 SERVICE FROM EXISTING SERVICE CONNECTION**

The applicant is not required to pay connection fees if the applicant's property can be served from an inactive service connection. Outstanding connection fees and service fees shall be paid if the applicant requests that a sealed service be activated.

### **3-2.203 SERVICE FROM NEW SERVICE CONNECTION**

If the applicant's property cannot be served from an existing connection but can be served from an existing water main, the applicant shall may deposit and pay connection fees and a pro rata share of the cost of the main in accordance with any existing main extension refund agreements, if any.

### **3-2.204 SERVICE FROM NEW MAIN**

(a) If the applicant's property cannot be served from an existing main, the applicant shall make deposits; pay connection fees; and the cost of improvements to serve the property provided:

(1) If the water system improvements are identified in an improvement plan for a bond issue and bond proceeds are available, bond funds shall be used to pay for the cost of design and construction under the uniform policies of the district.

(2) If the water system improvements are identified in the current water system capital improvement plan, the improvements shall be constructed by the district using construction fees accrued on or after July 1, 1990, to pay for the cost of design and construction of the improvements. Water system improvements are identified in the current water system capital improvement plan, if the improvements are described in the plan or if the board approves other improvements as a substitute for the improvements described in the plan.

(b) If the applicant pays for a pipeline extension to serve the applicant's property, the applicant may enter into a main extension refund agreement.

**3-2.205 FEES: INSTALLATION CHARGES**

(a) A person may obtain a connection to an existing district main by paying the following installation charges based upon the size of meter which is required for the service:

Size of Meter	Installation Charge
3/4"	\$1,420.00
1"	\$1,430.00
1-1/2" (or larger)	Actual Cost to District

If a pressure regulator or other special appurtenance is required, an additional charge will be paid for the regulator or special appurtenance.

(b) The above fees shall be deposited in a separate capital facilities account entitled "installation fee account", to avoid commingling of the fees with other revenues and funds of the district, except for temporary investments, and shall be expended solely for the purposes of connecting property to the district's water system and installing a water meter, as follows:

(1) For each connection, regardless of meter size, the sum of \$260.00 shall be paid to the general fund for the administrative cost of processing an application for service and establishing a new account.

(2) For each connection using a 3/4" or 1" meter, the sum of \$1,100 shall be paid to the general fund for the excavation of materials and installation of pipe lateral, meter box and fittings. For each larger connection, the amount paid to the general fund shall be based upon the time and materials expended to complete such work.

(3) For each 3/4" meter, the sum of \$60.00 shall be paid to the general fund. For each 1" meter, the sum of \$70.00 shall be paid to the general fund. For each larger meter, the actual cost of the meter shall be paid to the general fund.

(c) The above fees shall be transferred from the installation fee account to the general fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first.

**3-2.206 CAPACITY FEES**

(a) In addition to the other fees, an applicant for water service shall pay the following capacity fee, based upon the size of the applicant's water meter:

Size of Meter	Capacity Fee
5/8" x 3/4"	\$ 2,900
3/4"	4,350
1"	7,250
1 1/2"	14,500
2"	23,200
3"	46,400
4"	72,500
6"	145,000
8"	232,000
10"	362,500
12"	522,000

(b) Capital facilities fees imposed on a school district shall not exceed the construction cost of the portion of District facilities serving school district facilities prior to January 1, 1987, increased by the percentage increase in the Implicit Price Deflation for state and local government purchases determined by the California Department of Finance. Capital facilities fees initially imposed after July 21, 1986 or in excess of the amount set forth above, shall be imposed only after agreement with the school district.

**3-2.207 DEPOSITS: CAPACITY FEES**

(a) The district shall invest, account for and expend capacity fees as follows:

(1) Capacity fees shall be deposited in a separate capital facilities account, entitled "capacity fees," to avoid commingling with other revenue. The fees shall be expended solely for the purpose of planning, designing and constructing, including debt service, the water facilities described in the water system capital improvement plan to the applicant's property.

(2) The fees shall be expended solely for the purpose for which the fee is collected. Capacity fees shall be transferred from the capacity fees account to the general fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first. If prior to final inspection or issuance of the certificate of occupancy, the board finds the fees are for improvements for which the district has made expenditures or has adopted a construction schedule or plan, the fees shall be paid to the general fund. As used herein, "appropriated" means authorization by the Board to make expenditures and incur obligations for specific purposes.

The fees deposited on a lump sum basis for each dwelling in a residential property subdivision which contains more than one dwelling shall be paid to the general fund when the first dwelling in the development receives its final inspection or certificate of occupancy, whichever occurs first.

The applicant shall execute a deposit agreement before the issuance of a statement of service required for a building permit, if the fee is not fully deposited when the application is made or may not be fully deposited when service commences.

(3) Interest earned by monies in this account shall also be deposited in the account and shall be expended only for the purpose for which the fee was originally collected.

(4) On or before September 1 of each year, the district shall make available to the public the beginning and ending balance for the prior fiscal year, and the fees, interest and other income, the amount of expenditures and the amount of refunds. The board shall review this information at the next regularly scheduled public meeting, not less than 15 days after the information is made available.

(b) The board shall make findings at least once each five years with respect to the portion of the fee remaining unexpended or uncommitted in the separate capital facilities account(s) five or more years after deposit of the fee to identify the purpose to which the fee is to be put and to demonstrate a reasonable relationship between the fee and the purpose for which it was charged. The findings required by this subsection shall only be made for monies in the possession of the district and need not be made with respect to instruments of credit taken to secure payment of the fee at a future date.

(c) The district shall refund to the then current record owner or owners of lots or units of the development project or projects on a prorated basis, the unexpended or uncommitted portion of the fee, and interest accrued thereon, for which a need cannot be demonstrated pursuant to subsection (b) of this section, provided, if the administrative costs of refunding exceed the amount to be refunded, the district may determine the revenues shall be allocated for other purpose which serves the project(s) on which the fee was originally imposed. If the fees are not refunded to the record owner, the Board shall conduct a duly noticed public hearing before expending the fees for another purpose which serves the project(s).

**3-2.208<sup>1</sup> WATER CONSERVATION FEES**

(a) In addition to the other charges set forth in the Code, an applicant for water service shall pay to the district the following water conservation fee based upon the size of the applicant's water meter:

Size of Meter	Conservation Fee
5/8" x 3/4"	\$ 2,033
3/4"	3,050
1"	5,083
1 1/2"	10,167
2"	16,167
3"	32,533
4"	50,833
6"	101,667
8"	162,667

<sup>1</sup> Amended by Ord. 07-06-250 on July 25, 2006. (Non-substantive changes were made throughout Title 3.)

10"	254,167
12"	366,000

(b) Conservation fees shall be deposited in a separate capital facilities account, entitled "water conservation fees" account to avoid commingling of the fees with other revenues and funds of the district, except for temporary investments and shall be expended solely for the purpose of planning, designing, constructing, including debt service, recycled water facilities and implementing water conservation programs.

The development of recycled water facilities allows the district to distribute available recycled water supplies, thereby avoiding the cost of constructing additional water system improvements to obtain a like amount of additional potable water from The Metropolitan Water District of Southern California. The water system capital improvement plan takes this into consideration by reducing the amount which would otherwise be charged to the water construction fee account.

(c) Water conservation fees shall be transferred from the deferred capacity fee account to the water conservation fund when the above-described work is performed, when a certificate of occupancy is issued, or on the date of final inspection, whichever occurs first.

(d) When an applicant for water service to a subdivision installs a recycled water distribution pipeline to serve the subdivision, which is separate and apart from the potable water distribution pipeline, the applicant shall be eligible for reimbursement of a portion of the costs of the recycled water distribution pipeline in an amount to be determined by the board, upon recommendation of the General Manager, provided such reimbursement shall not exceed 50% of the conservation fees paid by the applicant to the district for the subdivision.

(e) Applicants for water service are not required to pay the water conservation fees if sewer capacity fees were paid for the proposed improvement between March 27, 1978, and November 11, 1982.

(f) Upon written request, the water conservation fees to be paid by a public agency for service to tax exempt property shall be reduced by the amount of the fee attributable to the cost of capital facilities.

(g) Capital facilities fees imposed on a school district shall not exceed the construction cost of the portion of District facilities serving school district facilities prior to January 1, 1987, increased by the percentage increase in the Implicit Price Deflation for state and local government purchases determined by the California Department of Finance. Capital facilities fees initially imposed after July 21, 1986 or in excess of the amount set forth above, shall be imposed only after agreement with the school district.

### **3-2.209 FEES: CHANGES IN AMOUNT**

Fees may be changed at any time in accordance with state law. An applicant shall pay the fees existent when service commences regardless of when the fees are deposited. As used herein, "service commences" when a request for service has been made and water can be delivered to the applicant's property through district facilities and monthly water service charges can be assessed. Service does not "commence" when construction water is provided through a temporary meter or prior to the acceptance by the district of the water system serving the applicant's property.



**3-2.210 ASSURANCES OF SERVICE**

When an applicant desires assurances service will be provided at a future date, such assurances will be given only if the applicant agrees to be bound by district regulations, including regulations for the payment of connection fees, existent when service commences and the applicant makes financial arrangements to pay connection fees in the future by depositing cash with the district and entering into a deposit agreement.

**3-2.211 FEES: SPECIAL SERVICES**

(a) In addition to the other fees and charges set forth herein, applicants for private fire protection service shall pay the total actual cost of installation of such service from the distribution main to the applicant's property line.

(b) With the approval of the fire department, temporary service may be provided through an existing, metered fire hydrant. When a fire hydrant is not available for temporary service, a connection may be made to an existing district main at a location acceptable to the General Manager.

**3-2.212 FEES: WATER SYSTEM IMPROVEMENTS**

(a) An applicant for water service required to construct water system improvements shall pay costs incurred by the District for:

(1) The preliminary design of the improvements: Before work on the preliminary design commences, the applicant shall deposit an amount equal to the General Manager's estimate of the preliminary design costs, including, if necessary, the cost of a water system design report and environmental documents.

(2) Review of the plans: Before review of the plans and specifications, the applicant shall deposit an amount equal to the General Manager's estimate of the costs which will be incurred by the district for plan review.

(3) Construct Improvements: Prior to construction, the applicant shall deposit an amount equal to the General Manager's estimate of the costs to be incurred by the district for inspection.

(b) As used herein, the term "costs incurred by the district" include: the costs of consulting services, if any, necessary to perform the tasks described above; 15% of the costs of consulting services, if any, necessary to perform such tasks to reflect administrative and overhead expenses; and amounts paid by the district to its employees working on an hourly rate. The hourly rate for district employees shall be established from time-to-time by the General Manager and shall include reasonable supervision costs, transportation costs, and so forth.

**3-2.213<sup>2</sup> MISCELLANEOUS FEES**

(a) If the district takes steps to discontinue service for failure to comply with this Code, the customer shall pay the following additional charges before service is reinstated:

<sup>2</sup> Amended by Ord. 07-06-250 on July 25, 2006. (Non-substantive changes were made throughout Title 3.)

(1) \$10.00 for each trip to the property to deliver notice of disconnection of service.

(2) \$50.00 for each trip to the property during regular business hours at the request of the customer to reactivate water service previously disconnected for nonpayment.

(3) \$75.00 for each trip made to the property after regular business hours at the request of the customer.

(b) The turning on or off of water service, other than in (a) above, for the convenience of the customer will be made during regular working hours of field personnel at no charge.

(c) Service connections are inspected prior to acceptance to assure they meet district specifications. A person connecting to the system must do so in a business-like manner so that proper alignment of the facilities will not be changed. The district will not adjust customer plumbing connected improperly. Meters will not be set by the district if, upon removal of the temporary spacer, the customer valve moves appreciably out of alignment, or if any part of the service connection, including the meter box, has been moved or altered. In either of these cases, the district will leave the facilities where found, and will not again return to set the meter until the applicant has made corrections and paid a fee in the amount of \$40.00 per extra trip.

(d) Any person who receives water without prior authorization shall pay two hundred dollars (\$200.00) for the first offense within one year, three hundred (\$300.00) dollars for the second offense within one year, and five hundred dollars (\$500.00) for each subsequent offense within one year.

(e) The district will shop-test a water meter in the presence of the customer at the request of the customer if a fee \_\_\_\_\_ to cover the cost of testing is tendered. The General Manager adjusts bills if tested meter is found to be in error more than 2% at medium to high test flows as prescribed by American Water Works Association ("AWWA") specifications. The adjustments are limited to a period of six months, or to the time the customer can establish to the General Manager's satisfaction that the meter was inaccurate, whichever is less. If a meter is found to be registering outside prescribed AWWA specifications, the meter will be replaced.

Meter Size	Test Fee
3/4"	\$ 50.00
1"	\$ 50.00
1-1/2"	\$100.00
2"	\$125.00
2-1/2"	\$125.00
3"	\$125.00
4"	\$125.00
6"	\$125.00
8"	\$150.00
10"	\$150.00
12"	\$150.00

(f) Property receiving both domestic water service and recycled water service shall have a reduced pressure principle backflow device or other appropriate backflow protection installed at the customer's expense, but an annual inspection fee is not charged.

(g) If a backflow prevention device is required to protect against contamination by other



than recycled water served by the district, the customer shall pay an annual inspection fee of \$50.00.

(h) If the review of a landscape plan under the Water Conservation in Landscaping Act is not reimbursed by the jurisdiction which adopted the regulations, the applicant shall pay a landscape plan check fee in the amount of \$500 for projects with proposed landscaping of under one half acre; \$750 for projects between one half acre and one acre of proposed landscaping; and \$1,000 for projects of an acre or more of proposed landscaping.

**3-2.214 DEPOSITS: SERVICE FROM EXISTING SERVICE CONNECTION**

(a) If the residential applicant has not promptly paid previous water bills or has a credit history indicating the applicant is a credit risk, the applicant shall make a cash deposit of twice the amount of the normal maximum bill for such property.

(b) If the commercial or industrial applicant owns the property where service is requested and has a credit history indicating the applicant is a credit risk, the applicant shall make a cash deposit of twice the amount of the normal maximum bill for such property.

(c) If the commercial or industrial applicant is not the owner of the property where service is requested, the applicant shall make a cash deposit of twice the amount of the normal maximum bill for such property. (d) A deposit shall be made by customers who have received a final notice five or more times within a two-year period, and from every customer whose service is disconnected for nonpayment of water charges. The deposit for the first disconnection for non-payment of water charges is \$50.00.

(e) Deposits may be refunded to a customer after one year of service without more than one final notice. Refunds shall be made by a draft upon the district unless the customer expressly requests that the refund be made by crediting the amount of the deposit to the account. In the absence of a deposit refund application, the refund of deposits will be made upon discontinuance of service and settlement of the closing bill.

(e) Public agencies and public utilities are not required to make the deposits required by this section.

**3-2.215 CREDITS: NO CHANGE IN EXISTING SERVICE**

An applicant for service to property which can be serviced by an existing ¾" or 1" connection not installed at district expense shall pay an installation charge of \$1,050 less than the regular installation charge.

**3-2.216 CREDITS: CHANGE OF EXISTING SERVICE**

An existing meter may be reduced in size at no charge. Connection fees shall not be refunded.

**3-2.217 CAPACITY FEES: DEPOSIT AGREEMENT**

An applicant who does not desire or is not required to make a cash deposit for capacity fees, shall enter into a deposit agreement. The General Manager shall present a form of the deposit agreement to the board for approval. The deposit agreement shall be recorded and constitutes a lien against the property for which service is sought.

**3-2.218 DEPOSITS:**

(a) Whenever a deposit is required, the General Manager shall establish the amount of deposit by estimating the district's cost of providing the materials, equipment or services for which the deposit is made. The deposit shall be tendered before work is undertaken.

The amount of deposit may be increased by the General Manager, if the original estimate is inadequate. If the applicant fails to increase the amount of deposit when requested in writing to do so, work on the project shall cease.

At the conclusion of the project, the General Manager shall refund any amounts deposited in excess of costs incurred.

(b) If the applicant abandons the construction of the improvements, or the recording of a subdivision for which installation and connection charges were paid, the installation and connection charges shall be refunded, with interest, to the applicant upon the applicant's written request, provided if the facilities necessary to serve the applicant's property have been installed or direct expenses incurred by the district toward such service installation, the refund shall be reduced by the amount of such expenditure.

(c) Installation or connection fees paid prior to June 22, 1978, will be considered as a deposit toward the fee or charge which exists at the time service commences. Connection fees paid on or after June 22, 1979, but before March 26, 1990, shall be considered full payment of the fee existent at the time service commences.

**3-2.219 SANITATION**

(a) The district may collect delinquent water or sanitation fees pursuant to this section if a water customer owns and occupies the property for which the water or sanitation connection fees are delinquent.

(b) A water customer shall be provided at least 15 days prior written notice of the

district's intention to collect delinquent sanitation fees as a part of the customer's water bill. The notice shall invite the customer's comments, including opportunity to protest the existence or amount of the debt, the manner of payment and whether installment payments will be permitted.

(c) The General Manager shall consider the recommendations of staff, the comments of the customer, if any, and determine whether the sanitation fees should be collected as part of the customer's water bill. The decision of the General Manager shall be presented to the customer in writing at least 15 days prior to including delinquent sanitation fees as part of the water bill.

(d) Delinquent sanitation fees included on the water bill shall be treated the same as other water charges.

## **CHAPTER 3. CONDITIONS OF SERVICE**

### **ARTICLE 1 - GENERAL**

#### **3-3.101      GENERAL**

The district will exercise reasonable diligence and care to deliver a continuous and adequate supply of water to the customer at a reasonable constant pressure and to avoid shortage or interruption in delivery. The district offers water at its system pressure, and the applicant must install adequate plumbing and protective devices in accordance with the current Uniform Plumbing Code in order to utilize the available water at whatever reasonable constant pressure is available in the system. The district is not responsible for the maintenance of pressure and reserves the right to discontinue service while making repairs required in the operation of the water system. Customers depending upon a continuous supply should provide for their own emergency storage.

#### **3-3.102      AREAS SERVED**

- (a) Lands lying within the boundaries of the district are eligible to receive water service.
- (b) Lands lying outside the district may receive surplus water service if there exists an agreement with the governmental agency or franchised utility serving such area.

#### **3-3.103<sup>3</sup>      MAIN FRONTAGE REQUIRED**

- (a) Except for planned commercial or mixed use developments, permanent water service shall not be provided unless a district water main of adequate size extends across the entire frontage of each lot to be served or unless a limited services agreement is approved.
- (b) A District main shall extend across the entire frontage of a planned commercial or mixed use development, but need not extend across the frontage of each lot within a planned commercial or mixed use development if the General Manager determines arrangements have been made to ensure adequate service to lots without frontage.
- (c) Multiple commercial or residential units may be served through a single meter, but such individual buildings and units will be individually sub-metered for water conservation purposes. Accounting of water through sub-meters is the responsibility of the property owner.

#### **3-3.104      CUSTOMERS WITHOUT FRONTAGE - PRESENTLY RECEIVING SERVICE**

Property presently receiving service, but not immediately adjacent to a district water main, may continue to receive service, until such time a water main is installed adjacent to such property. At that time, the General Manager will give written notice to customers and the property owners without limited service agreements that the water connection will be relocated to the new main at the expense of the district.

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<sup>3</sup> Sec. 3-3.103 amended by Ord. No. 10-05-247 on Oct 11, 2005.

Installation or connection charges or water conservation fees paid in conjunction with the original service location will be credited to the new service connection. The district will pay "frontage fees" if the new main is being privately financed. The abandoned service will thereafter be treated as a "Sealed Service."

The parties will have 120 days after the notices are mailed within which to connect their plumbing to the new service connection, at their own expense. Failure to comply may result in the discontinuance of service to the property.

### **3-3.105 LOCATING AND SIZING SERVICE CONNECTIONS**

Water service connections will be installed within the projection of his side property lines as near as possible to the location desired by the applicant, and shall meet the minimum size determined by local plumbing code requirements. Service connections will be made only adjacent to mains readily accessible by public streets, alleys, or other rights-of-way capable of accommodating District vehicles and equipment.

### **3-3.106 PRESSURE, SUPPLY AND EMERGENCY STORAGE**

The district will exercise reasonable diligence and care to deliver a continuous and adequate supply of water to the customer at a reasonable constant pressure and to avoid shortage or interruption in delivery. The district offers water at its system pressure, and the applicant must install adequate plumbing and protective devices in accordance with the current Uniform Plumbing Code in order to utilize the available water at whatever reasonable constant pressure is available in the system. The district is not responsible for the maintenance of pressure and reserves the right to discontinue service while making repairs required in the operation of the water system. Customers depending upon a continuous supply should provide for their own emergency storage.

### **3-3.107 SYSTEM PRESSURE**

(a) Regulators will be required ahead of the district's meter where static pressures are in excess of 150 psi. Applicants for service will be charged for the district's costs of furnishing and installing the regulator. The district will set the regulator at 75 psi unless a signed waiver is received from the customer specifying a desired pressure, not to exceed 145 psi. The district assumes no liability for the accuracy of the regulator pressure setting, nor the reliability of the regulator.

(b) Applicant shall execute an elevation agreement if the minimum gradient at the average elevation of the building foundation is lower than 35 psi. The form for elevation agreements shall be as from time-to-time approved by the board.

## **ARTICLE 2 - EXTENSION OF FACILITIES**

### **3-3.201      GENERAL**

If the applicant's property cannot be served from an existing water main, then the applicant shall provide for the extension of the facilities necessary to provide such service in the manner set forth in this Article.

### **3-3.202      TYPES OF EXTENSIONS**

Depending upon the underlying facts, an applicant may provide for the extension of facilities by one or more of the following: (1) entering into a special contract; (2) construction of an individual main extension; or (3) installing and dedicating a subdivision main extension.

### **3-3.203      SPECIAL CONTRACTS**

(a) If an applicant is otherwise required to provide for a main extension because a district water main is not contiguous to the entire frontage of the applicant's property, the General Manager may in the exercise of his sole discretion enter into a "Limited Service Agreement" with the applicant in lieu of the main extension.

(b) If an applicant is otherwise required to provide for special facilities because the existing facilities do not deliver a sufficient water pressure to the applicant's property, the General Manager may, in the exercise of his sole discretion, enter into an "Elevation Agreement" with the applicant, in lieu of requiring the installation of the special facilities.

(c) If an applicant is otherwise required to provide for the extension of District facilities but may obtain service from facilities operated by another water purveyor, the General Manager may, in the exercise of his sole discretion, enter into a "Water Purveyor Agreement" with the other water purveyor to provide such service.

(d) The "Limited Service Agreement," "Elevation Agreement," and "Water Purveyor Agreement" approved by the General Manager shall be in the form approved by the board from time-to-time.

### **3-3.204      INDIVIDUAL MAIN EXTENSION: PRIVATELY FINANCED**

An applicant shall pay the cost of the main extension necessary to satisfy the appropriate frontage requirements. The necessary main extension may be accomplished in either of the following two ways:

(a) The applicant may contract for the installation of the main extension by private contractor. The design, construction, collection of fees and deposits, inspection and acceptance of the work shall be in the same amounts and in the same manner as are provided for subdivision construction herein. If refunding agreements are to be set up, the applicant must furnish satisfactory evidence on the cost of the work, including that of at least two legitimate bids were received for the work. Completion bonds will be required if the applicant requires that the district certify to the County that water service will be available to the premises.

(b) The applicant may have the district undertake the installation of the main extension. Deposits for design and inspection will be collected as provided herein. Deposit for the construction of the main extension will be provided in accordance with the schedule of costs from time-to-time promulgated by the General Manager and available at the district office in accordance with the procedure established in Chapter 2 of the Title. The deposit schedule shall reflect the district's costs for the pipeline, necessary appurtenances thereto, and administration, construction drawings and surveying fees.

### **3-3.205 INDIVIDUAL MAIN EXTENSIONS: REFUNDING AGREEMENTS**

Two methods are available to partially refund the cost of an individually financed main extension:

(a) Upon acceptance of an individual main extension by the district, the district will require all applicants whose property fronts upon the main to pay to the district a pro rata share of the original cost of the main extension before rendering service to the applicant. Thereafter, the district will refund all such collections to the person who paid for the main extension, or his or her successors or assigns, provided the terms and conditions of such refund shall be set forth in a Main Extension Refund Agreement executed by the General Manager on behalf of the district. (See Appendix B.) The Agreement shall provide, among other things:

(1) The refund shall be collected from persons who connect to the main within ten (10) years from the date of acceptance of the main by the district; and

(2) The person entitled to receive the refund keeps the district fully informed as to his whereabouts.

The 10-year refund deadline may be extended for an additional ten (10) years upon written application to the board for such extension, presented at least sixty (60) days prior to the expiration of the first ten-year period.

(b) If the main is shown on an improvement plan of the district, indicating its proposed installation within a reasonable period of years, an agreement to refund the cost of the presently required section of the main may be entered into by the district, to be paid to the person entitled thereto, at such time as the main is scheduled for installation but, in no event, shall any such district refund be made more than ten (10) years after the district's acceptance of the section of the main constructed in accordance with these provisions.

### **3-3.206 SUBDIVISIONS: PRELIMINARY DESIGN**

An application for service to property to be subdivided shall not be acted upon until the completion of a preliminary design at the applicant's expense, as a basis for the General Manager's recommendation to the Board as to the facilities required, and the estimated amount of any district participation in the proposed water system therefor.

The General Manager shall also review the preliminary design to determine the feasibility of providing recycled water service to all or a portion of the proposed subdivision. The General Manager shall make his recommendations to the board as to such feasibility when the preliminary design report for the subdivision is presented to the board. The nature and extent of required recycled water system improvements based upon the criteria set forth in Title 4 of this Code.

To the extent feasible, the preliminary design shall use the criteria established for landscaping plans adopted by the city or county with jurisdiction by law under the Water Conservation in Landscaping Act. The preliminary design shall be at least as strict as the criteria established under the Water Conservation in Landscaping Act and may include additional water conservation requirements.

**3-3.207      SUBDIVISIONS: FINAL DESIGN**

The board shall consider the report and recommendation of the General Manager and the preliminary design report. The board shall thereupon approve the final design of the water system improvements for the subdivision.

**3-3.208      SUBDIVISIONS: INSTALLED BY SUBDIVIDER**

Subdividers shall install the complete water system shown in the final design report, including service connections to each lot. The timing of all district construction shall be at the sole discretion of the board.

**3-3.209      SUBDIVISIONS: IMPROVEMENT SECURITY REQUIRED**

Before the district will certify that it will furnish water to the subdivided lands, the subdivider shall provide the district with security sufficient to ensure the water improvements will be constructed. Such improvement security shall be one of the following at the option of and subject to the approval of the district:

- (a) "Performance" Bond or bonds by one or more duly authorized corporate sureties.
- (b) A deposit of money or negotiable bonds of the kind approved for securing deposits of public moneys.
- (c) An instrument of credit from one or more financial institutions subject to regulations by the state or federal government and pledging that the funds necessary to carry out the act or agreement are on deposit and guaranteed for payment.

Such security shall be in the amount of 100% of the total estimated cost of the improvement at the end of the period allowed for completion of the facilities plus such additional amount, if any, necessary to guarantee the work for a period of one year following its completion against any defects in workmanship, labor done, or defective materials, furnished. The amount of such service may be increased or decreased by the board upon the recommendation of the General Manager.

**3-3.210      SUBDIVISIONS: IMPROVEMENT SECURITY: CORPORATE SURETY BONDS**

When the subdivider provides a corporate surety bond, such bond shall be substantially the form required for improvement security bonds filed in connection with the Subdivision Map Act of the State of California.



**3-3.211 SUBDIVISIONS: IMPROVEMENT SECURITY: CASH OR NEGOTIABLE BONDS**

When the subdivider deposits cash or negotiable bonds as improvement security, such cash or bonds shall be deposited with the district or a responsible escrow agent or trust company, approved by the General Manager.

**3-3.212 SUBDIVISIONS: IMPROVEMENT SECURITY: INSTRUMENTS OF CREDIT**

When the subdivider deposits an instrument of credit from one or more financial institutions pledging that funds necessary to carry out the improvement are on deposit and guaranteed for payment, such instrument of credit shall be irrevocable and unconditional until the obligation secured thereby is performed to the satisfaction of the district and shall not be subject to levy or attachment by any creditors of the depositor or subdivider.

**3-3.213 SUBDIVISIONS: IMPROVEMENT SECURITY: COORDINATION WITH OTHER AGENCIES**

In the exercise of their sole discretion, the board may enter into the following written agreements with the local agency which administers the California Subdivision Map Act whereby the district and such other agency coordinate their respective improvement security requirements in order to eliminate duplication:

(a) When the subdivider provides improvement security pursuant to the Subdivision Map Act, the improvement security required herein may be reduced or eliminated when the agency which administers the Subdivision Map Act agrees that the water system improvements are subject to the approval of the district; or

(b) When the subdivider provides improvement security to the district, the Board of Directors may agree that the water system improvements are subject to the approval of the local agency which administers the Subdivision Map Act.

**3-3.214 SUBDIVISIONS: SYSTEM DEDICATED**

All subdivision distribution lines and service connections, including meters and other appurtenances, shall become and remain the property of the district and shall be dedicated to the district before the district will undertake water service to the subdivision. The total construction cost of the water system shall be certified to the district by the subdivider.

**3-3.215 SUBDIVISIONS: PAYMENTS PRIOR TO CONSTRUCTION**

Prior to approval of water system plans, the subdivider shall execute a deposit agreement for sufficient number of meters to serve each lot within the proposed subdivision.

If additional meters are required prior to completion of construction; or if any lots require an increase in meter size, then added fees and deposits shall be paid and any necessary revisions made in the deposit agreement. A credit will be allowed for any excess deposits previously made.

**3-3.216      SUBDIVISIONS: CONSTRUCTION WATER**

Construction water will be provided through a temporary service that will be connected to the district's metered facilities through a main tap which will be designed to accommodate the permanent water system required to service the subdivision for which such temporary water is requested. Fire hydrant meters may be used only at the discretion of the General Manager

The subdivider may pay the water construction and water conservation fund fees for the size of such master meter in addition to the cost of the meter and installation, and obtain water at the district's regular rates or pay only for the setting of the master meter and obtain water at the district's temporary water rates.

Such temporary service connections shall be discontinued and terminated within six months after installation, unless, an extension of time is granted in writing by the General Manager. Upon discontinuance of such temporary service, a refund of the salvage value of the recovered meter will be made.

**3-3.217      SUBDIVISIONS: SERVICE CHARGES: DEVELOPER**

(a) Prior to the acceptance by the district of the water system for a subdivision, the subdivider shall pay the master meter charges and bi-monthly service charges for each parcel within the subdivision which is approved for occupancy by the local agency with jurisdiction by law or which is actually occupied.

(b) Upon acceptance by the district of the water system for a subdivision and payment of the final bill, the master meter charges shall cease and the subdivider shall be no longer responsible for the payment of bi-monthly service charges for parcels within the subdivision.

(c) Upon acceptance by the district of a portion of the water system for a subdivision, the subdivider shall no longer be responsible for the payment of bi-monthly service charges for the parcels within the portion of the subdivision receiving service from the accepted portion of the water system. The district will set up and maintain meter reading routes for meters turned on in subdivision areas accepted by the board. The total water passing through such turned on meters will be subtracted from the subdivider's Master Meter reading, prior to the preparation of each master meter water bill to the subdivider.

**3-3.218      SUBDIVISIONS: SERVICE CHARGES: INDIVIDUAL CUSTOMERS**

(a) A person who occupies property prior to the acceptance or partial acceptance of the water system by the district serving the property is not a customer of the district.

(b) Upon acceptance by the district of the water system serving all or a portion of a subdivision, service to individual parcels capable of receiving or receiving service from the accepted water system shall terminate unless application for water service is made and fees and deposits made in accordance with this Title.

**3-3.219      SUBDIVISIONS: REFUNDING AGREEMENTS**

Subdividers who are required to bear the cost of the design and construction of off-site and peripheral water pipelines may utilize either of the two refund methods made available to individual applicants as set forth herein in order to recoup the costs of construction of said pipeline insofar as it benefits property located outside the subdivision.

**3-3.220      DISTRICT PROJECTS: GENERAL**

Notwithstanding the foregoing, the district may undertake the expansion of all or a portion of the facilities necessary to serve the applicant's property to the extent they are of general district benefit.

**3-3.221      DISTRICT PROJECTS: SIDE FRONTAGE**

When there is an existing distribution main in the public street or right-of-way, from which corner property may receive water service from the district, and a service connection is requested (except by a subdivider, who shall be required to pay the entire expense of the necessary main extension) beyond the corner property on the other frontage of the public street which passes the corner property, and the requested service connection requires an additional main extension fronting the subject property, under this Title, the district will install, at its expense, the necessary water main for the width of the said corner property or 150 feet, whichever is the shorter distance. Distances shall be measured from the front line of the corner property, projected if necessary to eliminate property returns, and so forth.

**3-3.222      FINANCING OF OVERSIZED FACILITIES**

(a) Should the district desire to install facilities in excess of those needed to meet the applicant's service and fire flow demands, the cost of the excess facilities shall be borne by the district.

(b) Should an applicant desire the installation of a water main to meet specialized service or fire flow requirements, the costs of the extra work shall be borne by the applicant. In such a case, the district will not participate in the side frontage as provided in Section 3-3.221. However, the side frontage will be deducted from the total frontage prior to calculating the unit reimbursement amount for the serviceable frontage.

(c) Upon acceptance of the facility with excess capacity, the district will, for a period of ten years following such acceptance, require all subsequent applicants whose property fronts upon the facilities, to pay to the district the applicant's pro rata share of the original cost of the facilities before rendering service, and the district will refund all such collections to the person, his successors or assigns, who provided the excess capacity. If the subsequent applicant's water service and fire flow requirements could have been met without the facilities with excess capacity, the subsequent applicant shall only be required to pay the district his pro rata share of any outstanding un-reimbursed costs of the facilities without considering excess capacity.

**3-3.223      WATER CONSTRUCTION FUND PROJECTS**

A water construction fund shall be maintained to provide for the installation of water facilities from time to time necessary to increase delivery capacity of the system to accommodate new customers and changed water demand beyond that which is required for a given applicant's property.

**3-3.224      DESIGN STANDARDS**

The size, type and quality of materials and location of the lines and appurtenances thereto shall be specified by the General Manager in accordance with Standard District Specifications for water system construction and design standards, as adopted by the board from time to time.

**3-3.225      APPLICANTS REQUIRED TO PROVIDE RIGHTS-OF-WAY**

An applicant for water service or a main extension shall dedicate or cause to be dedicated to the district an easement or easements for the installation, maintenance and replacement of water system facilities to provide service to the applicant.

**3-3.226      RELOCATIONS OF FACILITIES**

Any district facilities which are relocated for the convenience of someone other than the district shall be moved at the sole expense of the person requesting the relocation. If private construction is endangering the safety of a district facility, or is causing a facility to become a hazard, the facility will be relocated by the district, and the person causing the hazard shall pay for the full cost of the relocation.

**3-3.227      OWNERSHIP OF MAINS**

All mains and appurtenant facilities connected to the district's distribution system shall become the property of the district, and shall be operated and maintained by the district. Dedication of such mains and appurtenances to the district shall be made, in a form acceptable for recording, prior to commencement of service through the new system.

**3-3.228      ASSESSMENT DISTRICTS**

A group of applicants for service along a street or right-of-way in which a main could be installed which would provide for the frontage requirements of this Title, and who represent 60% or more of the owners of frontage along the proposed main, may join together to file an application with the District to form an assessment district for the purpose of financing the necessary improvement. All costs of forming the assessment district shall be advanced by the applicants, and prorated among all the beneficiaries of the improvement upon the successful completion of the proceedings. A deposit in an amount from time-to-time determined by the General Manager must be made to cover the costs of the preliminary design prior to further proceedings being instituted by the District. No refunds will be made of monies expended in the event the proceedings are terminated prior to completion.

**3-3.229      FIRE HYDRANTS**

(a) Fire hydrants shall be installed by the district in accordance with water system design reports or when requested by a property owner.

(b) If the fire hydrant is not located where the district may readily inspect for illegal connections or not constructed to district standards for public usage, a detector check valve shall be installed to detect illegal connections and water leaks. When a fire hydrant is constructed to district standards for public hydrants on a main constructed solely for this purpose and can be inspected for misuse from public vantage point by district personnel, the requirement for a detector check valve may be waived by the district, but in no event shall the requirement be waived for private-owned fire suppression sprinkler systems.

(c) The requirements for installation of a detector check valve may be waived by the district when it is not possible to install the valve due to a high water pressure. When the requirement for a detector check valve is waived for this reason, the applicant shall provide the district with perpetual access to the fire hydrant to make inspections to determine compliance with district rules and regulations and shall construct the hydrant in accordance with district standards for public fire hydrants. When both of these conditions cannot be met, the district may authorize the installation of a single service to provide both domestic and fire service complete with a pressure regulator and a compound meter to measure water delivered to the property. In this case, the main meter of the compound meter shall act as a detector check valve and be subject to all fees and penalties associated herein. The applicant shall pay the district the actual cost of installing the necessary facilities.

### **3-3.230**

#### **SIZE AND NUMBER OF WATER CONNECTIONS**

An applicant who desires service for commercial or industrial uses, including commercial offices, shall make application for the number, size and types of service connections which will serve the projected highest water use configuration of proposed or actual improvements to the applicant's property. Before service commences, the General Manager may require that the applicant obtain service connections which differ in number, size or type from the service connections requested by the applicant if the General Manager determines the application does not accurately portray the projected highest water use configuration of the improvements to the applicant's property. After service commences, the General Manager may also refuse to change the number, size or type of service connections if the General Manager determines the applicant negligently or intentionally failed to accurately describe the ultimate projected highest water use configuration of the improvements to the applicant's property. If the number, size or type of service connections is changed after service commences, the property owner shall pay for the changes at the rates prevailing at the time of the change.

**CHAPTER 4. CONTINUATION OF SERVICE****ARTICLE 1 - RATES: TIME AND MANNER OF PAYMENT****3-4.101 GENERAL**

A customer shall be entitled to continue to receive water service from the District by compliance with the provisions of this Chapter.

**3-4.101A<sup>4</sup> WATER SCHEDULE OF ADJUSTMENTS**

(a) During the budget development process of each fiscal year, the board shall determine whether rates charged for water recover the reasonable cost of water service, including capital costs and operation and maintenance, to the maximum extent feasible and in accordance with the Municipal Water District Law of 1911. The board shall revise the rates, if necessary, to satisfy the foregoing criteria.

(b) The General Manager, with approval of the board of directors, shall change the rates for water service to reflect changes in the cost of water delivered to the District by The Metropolitan Water District of Southern California ("Metropolitan"). Rate changes by the General Manager shall be made as follows:

(1) The fiscal impact of the Metropolitan change shall be spread among rate tiers by the same dollar amount.

(2) A written report on the change shall be presented to the board by the General Manager before the proposed effective date of the change.

(3) The written report shall demonstrate the rate change did not exceed the amount of the rate increase or decrease adopted by Metropolitan.

(4) The rate change shall not be effective until at least thirty days after a notice of the change has been mailed to customers.

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<sup>4</sup> Amended by Ord. No. 11-09-259 on Nov. 24, 2009.

**3-4.102<sup>5</sup>      READINESS TO SERVE CHARGE**

A potable water customer shall pay the following bimonthly readiness to serve charge based upon the size of the meter serving the property and effective with the date of service. This charge is to offset the cost of providing facilities to serve the customer and shall be paid whether the customer takes delivery of water or not.

Meter Size	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
3/4"	\$ 28.77	\$ 30.21	\$ 31.73
¾" x 1"	28.77	30.21	31.73
1"	42.37	44.49	46.72
1-1/2"	76.35	80.17	84.18
2"	117.60	123.48	129.66
3"	225.75	237.04	248.90
4"	348.60	366.03	384.34
6"	675.75	722.14	758.25
8"	1,096.20	1,151.01	1,208.57
10"	1,571.85	1,650.45	1,732.98

**3-4.103<sup>6</sup>      COMMODITY CHARGES**

(a) In addition to the readiness to serve charge, each customer shall pay a commodity charge for water delivered through each meter in a bimonthly period based on the class of customer, tier allotments, and the elevation zone within which the customer's property is located as follows.

(b) A tier allotment is the number of units of water allocated to a customer for a bimonthly billing period. Tier allotments, stated in billing units, for single-family class of customers are as follows:

	Single Family
Tier 1	First 16
Tier 2	Next 51
Tier 3	Next 133
Tier 4	Over 200

Tier allotments, stated in billing units, for a multi-family class of customers are as follows:

	Multi-Family per dwelling unit
Tier 1	First 12
Tier 2	Next 2
Tier 3	Next 10
Tier 4	Over 24

<sup>5</sup> Amended by Ord. No. 11-12-270 adopted on Nov 13, 2012, drafted by LV.

<sup>6</sup> Amended in Ord. No. 11-12-270 adopted on Nov 13, 2012, drafted by LV.

Tier allotments for commercial and irrigation classes of customers are determined by multiplying the single-family class tier allotments by the meter capacity ratio for the meter serving the property.

Meter Size	Meter Capacity Ratio
3/4"	1.0
1"	1.7
1-1/2"	3.3
2"	5.3
3"	10.7
4"	16.7
6"	33.3
8"	53.3
10"	76.7

(c) Each customer shall pay a charge for the units of water delivered to offset the cost of delivery, other than pumping above Zone 1, as follows:

Volume Charge Per Unit	Commencing with meter reads on or after:		
	1/1/2013 <sup>1</sup>	1/1/2014 <sup>2</sup>	1/1/2015 <sup>3</sup>
Tier 1	\$ 1.98	\$ 2.19	\$ 2.23
Tier 2	2.37	2.60	2.72
Tier 3	3.29	3.56	3.73
Tier 4	4.68	5.02	5.26

Notes:

- For tiers 1-4, includes \$0.11 MWD pass through.
- For tiers 1-4, includes \$0.11 NWD pass through added to 1/1/13 rates.
- No pass through included.

(d) Each customer shall pay a charge for each unit of water delivered to offset the cost of pumping above Zone 1 as follows:

Elevation Charge per Unit	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
Zone 2	\$ 0.38	\$ 0.40	\$ 0.42
Zone 3	0.66	0.70	0.74
Zone 4	1.15	1.21	1.28
Zone 5	2.30	2.42	2.55

Note: the elevation charge is determined by the highest zone the water is pumped to prior to reaching the customer.

As used herein, the elevation zones are:

(a) Zone 1, which includes domestic water customers receiving water that does not require pumping above a hydraulic gradient of 1235' prior to delivery to the customer. As used in this Title, Hydraulic Gradient (or H.G.) shall mean the maximum water elevation represented by the pressure in the water system, or the maximum surface elevation of the water in the reservoir serving the system.



- (b) Zone II, which includes domestic water customers receiving water that requires pumping to elevations between 1235' and 1700' prior to delivery to the customer.
- (c) Zone III, which includes domestic water customers receiving water that requires pumping to elevations between 1700' and 2200' prior to delivery to the customer.
- (d) Zone IV, which includes domestic water customers receiving water that requires pumping to elevations greater than 2200' prior to delivery to the customer.
- (e) Zone V, which includes domestic water customers who are served water purchased by the District from other than the Metropolitan Water District of Southern California.

**3-4.104<sup>7</sup>****TEMPORARY SERVICE RATES**

(a) A monthly readiness to serve charge shall be paid for each temporary meter to offset the cost of providing facilities to serve the customer and shall be paid following the installation of the meter and regardless of whether the customer takes delivery of water or not. Temporary potable water meter charges are calculated by multiplying the potable rate for the same size meter by 1.5 and then dividing by two because temporary accounts are billed monthly instead of bi-monthly as the potable accounts are.

Meter Size	Commencing with meter reads on or after:		
	1/1/2013	1/1/2014	1/1/2015
1"	\$ 31.78	\$ 33.37	\$ 35.04
2-1/2"	169.32	177.79	186.68
3"	169.32	177.79	186.68
4"	261.45	274.53	288.26
6"	515.82	541.62	568.71
8"	822.15	863.26	906.43
10"	1,178.89	1,237.84	1,299.74

- (b) The monthly volume charge per unit of potable water delivered through temporary meters shall be 150% of the Tier 4 potable water volume and elevation zone charges for the site where the temporary meter is connected.
- (c) An installation fee of \$50.00 shall be paid prior to installation of the temporary meter by district staff. In addition, a meter deposit of \$500.00 for a 1" meter or \$1,500.00 for a 2-1/2" meter shall be required prior to installation of the meter. Such meter deposit will be refunded, net any costs incurred by the district relative to the temporary meter. For meters larger than 2-1/2", the deposit shall be 2 times the cost of the meter.
- (d) Prior to the installation of the temporary meter, the customer shall be required to pay a deposit in an amount sufficient to guarantee the payment of twelve months of water bills as estimated by the General Manager. Such deposit will be refunded, net any costs unpaid to the district for potable water usage.

<sup>7</sup> Amended by Ord. No. 11-12-270 adopted on Nov. 13, 2012, drafted by LV.

**3-4.105 PRIVATE FIRE PROTECTION SERVICE**

- (a) Detector Check Valve - The bimonthly charge for private fire protection service shall be \$15.00.
- (b) Detector Meter - The bimonthly charge for fire protection service shall be \$15.00.
- (c) No Meter - The bimonthly charge for fire protection service shall be \$15.00.

**3-4.106 SERVICE OUTSIDE OF DISTRICT**

- (a) The rate for surplus water used on land or property located entirely outside of the district shall be the same rate as the rate for water sold through temporary meters unless the agreement for surplus water delivery approved by the Board establishes a rate in which case the rate set forth in the agreement shall apply.
- (b) The rate for water used on land or property located both inside and outside the district shall be apportioned according to the place of use insofar as the General Manager can determine the amounts used on properties within and outside of the district.

**3-4.107 BILLING ADJUSTMENTS**

- (a) For the purpose of computing water charges, each meter upon the customer's premises will be computed separately, and readings of two or more meters will not be combined as equivalent to measurement through one meter, except in those instances in which the district, for its operating convenience, substitutes two or more meters of a smaller size in battery for a single larger meter on the same service connection, in which event the total equivalent capacity of the smaller meters shall be substituted for the size of a single meter of a similar capacity, in the application of the rate schedule.
- (b) Single family residential customers which have not had a delinquency are eligible for one leak adjustment every ten years provided:
  - (1) The adjustment shall be requested within one year of discovery of the leak;
  - (2) The adjustment shall apply to one billing period; and
  - (3) The credit shall be one-half the difference between the bill in question and the same period one-year earlier or \$1,500, whichever is less.

**3-4.108 BILLS DUE WHEN PRESENTED**

Water meters shall be read as outlined below and the district, as soon after the meter reading date as practical, shall mail or deliver to each customer a statement of his bill for the preceding period. All bills and charges shall be due and payable at the office of the district, upon presentation. Accounts will become delinquent and services may be discontinued in accordance with requirements of this Title. A late charge of 2% per billing period shall be paid on past due balances.

**3-4.109 BILLING FREQUENCY**

(a) Normally, domestic services will be billed bimonthly. Exceptions will be made, if, at the discretion of the General Manager, more frequent billing is warranted. Temporary services will be billed monthly.

(b) A person who proposes to use at least 50 acre feet of water during a 30-day period for recreational uses, such as the filling of a lake, may request the billing for the water delivered to be spread over not more than twelve consecutive months next following the commencement of delivery of water for such purposes. Such a request shall be approved by the General Manager if the customer enters into a written agreement with the district setting forth the terms and conditions of payment.

**3-4.110 APPLICATION OF DEPOSITS TO DELINQUENT ACCOUNTS**

If a consumer who has made a deposit fails to pay his delinquent bill or bills, together with all added penalties, his deposit shall be applied on his account and the service may be discontinued until such time as the deposit is restored to the amount provided herein after all delinquencies and charges are paid.

**3-4.111 FAILURE TO RECEIVE A BILL**

Failure to receive a bill does not relieve a customer of liability for payment.

**3-4.112 NOTICE OF SERVICE DISCONTINUANCE REQUIRED**

Customers desiring to discontinue service should notify the District at least 24 hours prior to vacating the premises. A fee shall be added for discontinuance requested outside normal business hours. Unless discontinuance of service is ordered, the customer will be liable for the bimonthly service charges provided for herein, whether or not any water is used.

**3-4.113 MULTIPLE DISTRICT SERVICES**

The rates and charges for all services and facilities furnished by the district shall be collected with its water rates and charges. All such charges shall be included within the same bill and collected as one item. In the event of failure to pay the whole or any part of the bill, the district may discontinue any or all service for which the bill is rendered.

**3-4.114 MULTIPLE WATER SERVICE CONNECTIONS**

When water is furnished to one customer through more than one service connection at the same or different locations or premises, all such services may be discontinued when a bill for any one of them becomes delinquent.

**3-4.115 PRORATION OF CHARGES FOR ODD PERIODS**

Bills for water service for periods of time less than one month will be prorated.

**3-4.116**      **ESTIMATED BILLS**

(a) If a meter in working condition cannot be read for any reason, an estimate shall be made of the quantity of water used and a bill rendered for the estimated quantity. Should the succeeding reading indicate that the estimate is materially in error, an adjustment shall be made in the succeeding bill.

(b) If a meter becomes inoperable, billing shall be based on the quantity used in a similar period, unless circumstances indicate clearly a material change in the rate of consumption, in which case the General Manager shall estimate the quantity used, considering all pertinent factors, and render a bill accordingly.

**3-4.117**      **CHANGE OF CUSTOMERS WITHOUT NOTICE**

A person taking possession of premises and using water from an active connection without having made application to the district for water service, shall be held liable for the water delivered from the date of the last recorded reading, and if the meter is found inoperative, the quantity consumed will be estimated by the General Manager. If proper application for water service is not made upon notification to do so by the district, and if accumulated bills for service and the fees herein provided are not paid immediately, the service may be discontinued by the district without further notice.

**3-4.118**      **DELINQUENT CUSTOMER AT SAME OR NEW ADDRESS**

Should any customer fail, or refuse to pay for service furnished and charged for in accordance with the rates herein specified, he shall not again be furnished service at the same or any other location until all of his delinquent bills plus the fees and charges herein provided have been paid; and he shall be required to make a deposit sufficient to cover future services as provided herein.

**3-4.119**      **DELINQUENT TENANTS WITH SERVICE IN OWNER'S NAME**

Should a customer who is the owner of property, whether occupied by the customer or a tenant, fail, or refuse to pay bills for service, service may be discontinued and may not again be resumed while the premises are in the same ownership until bills, plus the fees and deposit, have been paid.

**3-4.120**      **FIELD COLLECTIONS - DELINQUENT ACCOUNTS**

Any district employee possessing an authorized order for the immediate disconnection of service which is delinquent under these rules, may, at the time the employee calls to make such disconnection, accept and receipt for in the field the full amount of the water service charges shown upon such disconnection order, plus all fees herein specified. The entire amount due shall be paid, even though the payment has been mailed. Upon collection of the amounts herein above specified, the service shall be left connected or reconnected, as the case may be, otherwise, it shall be disconnected as required in such order. The employee shall not make any rebate or adjust charges. Field collections and service restoration will

not be made after 8:00 p.m.

**3-4.121**      **CHECK NOT HONORED BY BANK**

(a) Applicants or customers who pay bills rendered for service, fees, deposits or penalties by check or electronic funds transfer (EFT) will be held responsible for the payment being honored by the Bank upon which it is drawn. If a check or EFT transaction is refused for payment by the Bank, the writer, upon notification, will be required to redeem the payment in cash at the district's office within 24 hours and pay a redemption fee in the amount of \$20.00. If a customer has three returned payments, all subsequent payments will be required to be made in cash for a period of thirteen months.

(b) Service shall not be undertaken until the customer or applicant complies with the requirements of this section. In those cases where the dishonored check relates to service already commenced, the procedure set forth herein for termination of service upon failure to pay district charges, deposits and penalties shall be invoked if the customer fails or refuses to redeem the dishonored check within the allotted time.

**3-4.122**      **PAYMENTS**

Bills shall be by legal tender or equivalent approved by the general manager including electronic transfer.

## **ARTICLE 2 - USAGE**

### **3-4.201 USE OF WATER - SUPPLYING ANOTHER PERSON**

- (a) Water shall not be supplied to any property other than described in the application for service except as provided in this section.
- (b) The General Manager may permit a customer to supply water to a holder of a public works contract or private contractor. Such permit shall be denied to any person who is indebted to the district for any prior water or damage charges, or who has failed to comply with the rules and regulations of the district or previously issued permit.
- (c) No customer of the district shall deliver or permit to be delivered any water outside of this district's boundaries or for use outside of the boundaries, from a service connection, or other facilities connected to the district's facilities, without the consent of the Board.
- (d) Service of water shall not be made through a single meter to two or more parcels of separately owned property. A temporary exception may be made to this rule if approved by the General Manager, provided that there is no main contiguous to the property from which separate service may be had, and provided further that the customer for whom the meter was installed shall give satisfactory guarantee of payment for all water delivered. Such service shall be charged as though separate meters existed for each separate use. Whenever a district main is installed from which separate service can be rendered, the General Manager will notify the parties and the common service will be discontinued after the time limit noted in the notices.

### **3-4.202 WASTE OF WATER PROHIBITED**

No customer shall knowingly permit waste or leaks of water. Where water is wastefully or negligently used on the customer's premises, the district may discontinue the service, if such conditions are not corrected within five days after the General Manager gives the customer written notice .

### **3-4.203 UNAUTHORIZED USE OF FIRE HYDRANTS**

- (a) Except as provided herein, no person shall use water from a fire hydrant for any purpose other than fire suppression.
- (b) Temporary service may be provided through a fire hydrant under Section 3-2.210.
- (c) Water may be used to maintain or test a fire sprinkler system. Authorization to use water through a fire service connection for the purpose of maintaining or testing a fire sprinkler system will be granted up to four times per year with advance notification to the district. Exceptions may be made upon the estimated quantity of water to be used. The General Manager may restrict or prohibit such non-emergency flows as may be detrimental to the district's system.
- (d) When it is found that a fire service or a fire hydrant has been used for any purpose other than for suppression, or a single service has exceeded the allowable capacity of the by-pass meter, the district may charge the sum of \$200.00 for the first offense, \$300.00

for the second offense, and \$500.00 for the third and subsequent offenses; if warranted by the estimate of water usage for each and every incident of authorized use. (Each day of use may be construed as a separate incident.)

If the General Manager determines that leakage has occurred, totaling less than 0.03 units of water per period delivered during 3 consecutive billing periods to the customer's fire service or fire hydrants, the General Manager shall notify the customer of the usage and encourage customer to fix the leak.

If the General Manager determines that leakage has occurred, totaling less than 15 units but more than 0.03 units of water per period have been delivered to the customer's fire system or fire hydrant, the customer shall present satisfactory evidence that the leak has been repaired, or pay \$75.00 per billing period in addition to the regular charge described herein.

If the General Manager determines that leakage has occurred, totaling more than 15 units of water per period during three consecutive billing periods to the customer's fire service or fire hydrant, the customer shall be required either to present satisfactory evidence that the leakage has been fixed, or he must remove the detector check valve and purchase a water meter of the appropriate size. If the customer chooses to purchase a water meter, the customer shall pay all fees and charges normally associated with the purchase of the meter.

(e) If repeated unauthorized use of a fire service or hydrant occurs, the General Manager shall notify the fire department and the occupant of the properties served by the fire service or fire hydrant that within 10 days the fire service or fire hydrant shall be disconnected until all charges for each violation have been paid and until assurances, satisfactory to the General Manager, have been given that no further unauthorized use will occur.

#### **3-4.204      OPERATION OF DISTRICT FACILITIES RESTRICTED**

No one except an employee or representative of the district shall at any time, in any manner, operate service cocks or valves, main cocks, gates or valves of the district's system, or interfere with meters or their connections, water mains or other parts of the district's water system.

#### **3-4.205      DAMAGE TO PROPERTY**

(a) In no case will the district be liable for damages occasioned by water running from opened or faulty fixtures, or from opened or damaged pipes on the customer side of the meter.

(b) The customer shall be liable for any damage to the district's service facilities when such damage is from any act or omission of the customer or his family, tenants, agents, employees, contractors, licensees, or permittees.

#### **3-4.206      FRAUD**

Service may be discontinued, if necessary, to protect the district against fraud or abuse.

### **ARTICLE 3 - PROTECTIVE MEASURES**

#### **3-4.301 RELIEF VALVE REQUIRED**

To protect the customer's plumbing system, when pressure regulating valves or other protective devices are connected to a water heater of any type, a suitable pressure relief valve shall be installed and maintained by the customer, in accordance with the Uniform Plumbing Code.

#### **3-4.302 ISOLATION OF CERTAIN SERVICE CONNECTIONS REQUIRED**

(a) There shall be no connection between a private fire protection service and any other water distribution system on the premises.

(b) There shall be no connection between an irrigation service and any other water system on the premises.

#### **3-4.303 CROSS CONNECTIONS**

(a) Cross-connection shall mean any unprotected connection between any part of the district's potable water supply system and any source or system which might potentially contain water or substance that is not, or cannot, be approved as potable for human consumption.

(b) The requirements of this district regarding cross-connections are covered in the Uniform Plumbing Code and Section 7583 through 7622 of Title 17 of the California Administrative Code, which are incorporated in this Code by reference.

(c) In addition to the other requirements herein, each customer must, at his own expense, comply with the requirements of this Section. Water service may be refused or discontinued to any premises where there exists a cross-connection in violation of these requirements.

(d) Whenever back flow protection has been found necessary on a water supply line entering a customer's premises, or when more than one Domestic and/or Irrigation Service Connection supplies water to a single premises, which, in the opinion of the General Manager, would not preclude the possibility of a circulating flow between the connections, then any and all water supply lines from the district's mains entering such premises, buildings or structures shall be protected by an approved back flow device, regardless of the use.

(e) Private fire protection services are excluded from the requirement of this section.

#### **3-4.304 SERVICE CONNECTION SHUT-OFF VALVES**

(a) District shut-off valves are installed by and for the use of the district and will usually be located immediately adjacent to the street side of the meter.

(b) The district provides a valve on the customer's side of each meter. This valve is for the



customer's use, and may be operated at the customer's convenience.

**3-4.305 CUSTOMER PLUMBING APPLIANCES SUBJECT TO APPROVAL**

Water service may be refused or discontinued to any premises where apparatus or appliances are in use which unreasonably endanger district facilities.

## **ARTICLE 4 - WATER CONSERVATION**

### **3-4.401      GENERAL**

The district will offer educational materials to its customers in the efficient use of water to help customers conserve water. The district will furnish customers with water conservation information and make water-conserving fixtures and equipment available. The district will assist cities and the county in the implementation of the Water Conservation in Landscaping Act. This Article sets forth water conservation measures which shall be followed by customers.

### **3-4.402      REQUIREMENTS**

(a) Customers shall conserve water supplied by the District by the prevention and elimination of all waste or leakage of water.

(b) All new plumbing fixtures installed within the District service area must conform to the following requirements:

- (1) Toilets shall use less than 1.6 gallons per flush.
- (2) Showerheads shall flow at less than 2.5 gallons per minute.
- (3) Non-residential lavatory faucets shall be metering or self-closing.
- (4) Urinals shall use not more than 1.5 gallons per flush.

(c) All fixtures must be approved by the State Department of Housing and Community Development, and toilets, urinals and showerheads must have a certification of volume by a reputable independent testing organization.

(1) Where requirements of this subsection would cause hardship or if suitable fixtures are not available, hot water re-circulating systems or point of use hot water heaters may be substituted as water conserving measures for up to two toilet installations per single family dwelling.

(2) In commercial uses, developers/owners may install fixtures that use up to 3.5 gallons per flush when rest room facilities must meet County handicapped use requirements and/or when vandalism of tank style toilets is likely.

(d) All water conserving fixture installations shall be subject to compliance inspection, prior to issuance of final occupancy permits, by one of the following agencies: Los Angeles County, City of Agoura Hills, City of Calabasas, City of Westlake Village, City of Hidden Hills, or the district. Inspection reports shall be supplied by the inspector to the district and the appropriate city or the county.

(e) For the benefit of the public, and to further the cause of water conservation in landscaping, one home in each model home display must be landscaped with water efficient (xeriscape) plant material and irrigated with appropriate water-conserving irrigation systems.

- (1) The landscaping for the Xeriscape model shall be designed to be drought tolerant. The use of irrigation intensive plantings shall be discouraged.
- (2) All turf areas shall be no more than 30% of the area landscaped.
- (3) The model home display shall draw attention to the specific landscape materials and irrigation techniques utilized.

### **3-4.403 RECYCLED WATER USE**

To conserve the district's potable water supply, recycled water shall be used as follows:

(a) Where recycled water is available and appropriate, the use of potable water for irrigation purposes shall be considered a waste of potable water. Upon written notice from the General Manager that recycled water is available and appropriate for use, the customer shall have 60 days to commence the use of recycled water. Thereafter, all potable water which is delivered to the property for irrigation shall be charged at a rate of 150% of the then current potable water rate. As used in this section, "available" means a district recycled water main is contiguous to the site in question.

As used in this section, "appropriate" means that the proposed use is acceptable to the Department of Health Services and the Regional Water Quality Control Board.

(b) Potable water shall not be used for construction activities such as compaction and dust control when recycled water is available and appropriate. As used in this paragraph, "available" also means that the cost of required recycled water, when added to the cost of required recycled water conveyance facilities, is less than, or equal to, the cost of an equivalent amount of potable water priced at 150% of regular potable water rates, plus the cost of necessary potable water conveyance facilities.

### **3-4.404<sup>8</sup> WATER CONSERVATION MEASURES**

(a) Customers shall comply with the following water conservation measures:

(1) Potable water shall not be used to clean or sweep hard surfaces such as sidewalks, walkways, driveways or parking areas unless the washing is performed with an approved water conservation broom, and only as necessary to protect the public health and safety.

(2) Hotels, motels and other places for commercial transient occupancy shall offer guests who stay more than one night the opportunity to retain towels and linens during their stay.

(3) Car washing is permitted only with the use of a nozzle having an automatic shut-off.

(b) Customers shall use the following irrigation practices:

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<sup>8</sup> Amended Sec. 3-4.404 by Ord. No. 06-11-266 on June 14, 2011. (Formerly entitled "Violations".)

(1) Irrigation shall occur after 5:00 p.m. and before 10:00 a.m., provided no irrigation is permitted during rainfall, provided further, irrigation is not permitted for 24 hours after rainfall in excess of 1 inch.

(2) Irrigation shall not run off to streets, gutters or adjacent properties.

(3) The District shall assist in the promotion of water efficient irrigation practices by monitoring compliance with landscaping plans approved by cities and the county under the Water Conservation in Landscaping Act. The District shall notify the city or county with jurisdiction by law if it is determined that a landscaping plan has been breached.

### **3-4.405<sup>9</sup> CONSERVATION INCENTIVES**

Customers are encouraged to make the most efficient use of the potable and recycled water supplies. The district may by resolution offer financial and other incentives to customers who replace high volume water use equipment, appliances and devices with low volume water use equipment, appliances and devices.

### **3-4.406<sup>10</sup> ENFORCEMENT**

(a) Customers shall be notified in writing when the first violation of this article is discovered by the District. The notice shall include a warning that further violations could result in stricter penalties as set forth below.

(b) Customers who violate this article for a second time within a twelve-month period have committed an infraction punishable by a fine of up to \$50.00.

(c) Customers who violate this article for a third time within a twelve-month period have committed an infraction punishable by a fine of up to \$100.00.

(d) Customers who violate this article for a fourth time within a twelve-month period have committed an infraction punishable by a fine of up to \$250.

(e) The District may install flow restrictors or terminate service to customers who have violated provisions of this article five times within a twelve-month period.

(f) Customers shall be encouraged to report violations of this article through the District's water conservation "hot line".

(g) Fines collected pursuant to this section shall be deposited in a special fund and spent to provide assistance for water reduction appliances and processes.

<sup>9</sup> Amended Sec. 3-4.405 by Ord. No. 07-09-257 on July 14, 2009. (Formerly entitled "Rebates").

<sup>10</sup> Sec. 3-4.408 added by Ord. No. 01-09-254 on January 27, 2009.

**3-4.407<sup>11</sup>      LONG-TERM WATER USE REDUCTIONS**

The General Manager shall recommend appropriate programs and projects to achieve a 20% reduction in the District's water uses by the year 2020.

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<sup>11</sup> Sec 3-4.409 amended by Ord. No. 06-11-266, on June 14, 2011. (Formerly "Water Shortage Response-Water Budgets)

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THE METROPOLITAN WATER DISTRICT  
OF SOUTHERN CALIFORNIA

## MWD MEETING AGENDA

### **Adjourned Board Meeting - REVISED** Meeting with Board of Directors

**August 19, 2014**

**12:00 p.m. -- Board Room**

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**MWD Headquarters Building**

**700 N. Alameda Street**

**Los Angeles, CA 90012**

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**1. Call to Order**

- (a) Invocation: Sr. Angela Faustina, CSJ, Major Superior, Los Angeles Province
- (b) Pledge of Allegiance: Director Richard Atwater

**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 July 8, 2014. (A copy has been mailed to each Director) Any additions, corrections, or omissions
  - B. Report on Directors' events attended at Metropolitan expense for month of July
  - C. Presentation of five-year service pin to Director Kristine Murray, representing city of Anaheim
  - D. Presentation of Commendatory Resolution to past Director Aaron Grunfeld, representing city of Los Angeles
  - E. Approve Commendatory Resolutions for past Directors Jennifer Fitzgerald and Leticia Vasquez
  - F. Approve naming of Metropolitan's Courtyard to Colonel John V. Foley Memorial Courtyard
  - G. Approve committee assignments
  - H. Chairman's Monthly Activity Report
  - I. Presentation on Department Head Salary Comparison with Comparator Agencies
- 5I Presentation
- J. Tax Levy for fiscal year 2014/15. (F&I)

5J-1 Report on list of certified assessed valuations for fiscal year 2014/15 and tabulation of assessed valuations, percentage participation, and vote entitlement of member public agencies as of August 15, 2014.

5J1 Board Letter and Attachments

5J-2

**ITEM 10A**

Adopt (1) the resolution finding that continuing an ad valorem tax rate up to the rate levied for fiscal year 2013/14 is essential to Metropolitan's fiscal integrity; and (2) the resolution establishing the tax rate for fiscal year 2014/15. (Roll call vote-two-thirds vote required)

5J-2 Board Letter and Attachments

5J Presentation

- K. Approve 30-day leaves of absence for: Director Friedman, commencing August 8, 2014 Director Dick, commencing August 15, 2014 (Added)

**6. DEPARTMENT HEADS' REPORTS**

- A. General Manager's summary of Metropolitan's activities for the month of July

6A Report

- B. General Counsel's summary of Legal Department activities for the month of July

6B Report

- C. General Auditor's summary of activities for the month of July

6C Report

- D. Ethics Officer's summary of activities for the month of July

6D Report

**7. CONSENT CALENDAR ITEMS — ACTION**

- 7-1 Appropriate \$680,000; and award \$428,280 contract to Kaveh Engineering & Construction, Inc. for solids handling area improvements at the Robert A. Skinner Water Treatment Plant (Approp. 15365). (E&O)

7-1 Board Letter and Attachments

7-1 Presentation

- 7-2 Appropriate \$980,000; and authorize: (1) final design of an operations and maintenance service center for the Orange County region; and (2) agreement with La Cañada Design Group for architectural design services (Approp. 15480). (E&O)

7-2 Board Letter and Attachments

7-2 Presentation

- 7-3 Appropriate \$1.6 million; and award \$858,000 contract to Kiewit Infrastructure West Co. to rehabilitate Service Connection G-01 on the Santa Monica Feeder (Approp. 15441). (E&O)

7-3 Board Letter and Attachments

7-3 Presentation

- 7-4 Appropriate \$1.68 million; and authorize three rehabilitation projects at the Joseph Jensen Water Treatment Plant (Approps. 15486 and 15442). (E&O)

7-4 Board Letter and Attachments

7-4 Presentation

- 7-5 Authorize granting a 1,440-square-foot permanent easement to Southern California Edison on Metropolitan-owned property located in Orange County. (RP&AM)

7-5 Board Letter and Attachments

7-5 Presentation

- 7-6 Authorize granting a 3.42-acre permanent easement to the city of Fontana on Metropolitan-owned property located in San Bernardino County. (RP&AM)

7-6 Board Letter and Attachments

7-6 Presentation

ITEM 10A



- 7-7 Authorize granting a 2,477-square-foot permanent easement to Southern California Edison on Metropolitan-owned property at the Chemical Unloading Facility in the city of Perris, Riverside County. (RP&AM)

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

[7-7 Presentation](#)

## **8. OTHER BOARD ITEMS — ACTION**

- 8-1 Authorize agreement with the Municipal Water District of Orange County for credit in the amount of \$8,145,566.18 due to overcharges on deliveries through Service Connection OC-88. (F&I)

[8-1 Board Letter](#)

[8-1 Presentation](#)

- 8-2 Appropriate \$13.6 million; and authorize: (1) design and permitting to address right-of-way and erosion issues throughout the distribution system; and (2) amendments to agreements with Carollo Engineers, Inc., CH2M Hill, Inc., Dudek, Inc., and Riggs and Riggs, Inc. (Approp. 15474). (E&O)

[8-2 Board Letter and Attachments](#)

[8-2 Presentation](#)

- 8-3 Appropriate \$9.4 million; award \$4,082,555 contract to J. F. Shea Construction, Inc. to line the Lakeview Pipeline's Bernasconi Tunnel; and award \$552,982.84 valve procurement contract to Bray International (Approps. 15480 and 15488). (E&O) (ADDED)

[8-3 Board Letter and Attachments](#)

[8-3 Presentation](#)

## **9. BOARD INFORMATION ITEMS**

- 9-1 Update on solar power generation opportunities for the F. E. Weymouth and Joseph Jensen Water Treatment Plants. (E&O)

[9-1 Board Letter and Attachments](#)

[9-1 Presentation](#)

- 9-2 Report on federal rulemaking regarding definition of "waters of the United States" under the Clean Water Act. (C&L)

[9-2 Board Letter and Attachments](#)

[9-2 Presentation](#)

## **10. FUTURE AGENDA ITEMS**

## **11. ADJOURNMENT**

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

This committee reviews items and makes a recommendation for final action to the full Board of Directors. Final action will be taken by the Board of Directors. Agendas for the meeting of the Board of Directors may be obtained from the Board Executive Secretary. This committee will not take any final action that is binding on the Board, even when a quorum of the Board is present.

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.

ITEM 10A