



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

February 10, 2015

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 Directors' Per Diem: January 2015 (Pg. 5) Ratify

B Minutes: Regular Meeting of January 27, 2015 (Pg. 11) Approve

C List of Demands: February 10, 2015 (Pg. 17) Approve

D Monthly Investment Report as of December 31, 2014 (Pg. 47) Receive and File

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

6. TREASURER

7. BOARD OF DIRECTORS

A ACWA Region 8 Board: Resolution Nominating Director Len Polan (Pg. 58)

Pass, approve and adopt Resolution No. 2465 and authorize the General Manager to submit the Resolution and Region Board Candidate Nomination Form to ACWA no later than February 12, 2015.

RESOLUTION NO. 2465: A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT PLACING IN NOMINATION DIRECTOR LEN POLAN AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 8 BOARD OF DIRECTORS

(Reference is hereby made to Resolution No. 2465 on file in the District's Resolution Book and by this reference the same are incorporated and made a part of hereof.)

B Sustainable Groundwater Management Act: Implementation Considerations (Pg. 60)

Consider the District's role, if any, in identifying the appropriate local agency or agencies to serve in the capacity of groundwater sustainability agency, in accordance with the Sustainable Groundwater Management Act, for the basins that the District overlies.

8. FACILITIES AND OPERATIONS

A Viewpoint School: 8-inch Fire Check Valve Relocation Agreement (Pg. 64)

Authorize the General Manager to execute an agreement with Viewpoint Educational Foundation for future relocation costs associated with an 8-inch detector check assembly to be installed in the public right-of-way along Dry Canyon Cold Creek Road.

B Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project: Final Acceptance (Pg. 68)

Approve the execution of a Notice of Completion by the Secretary of the Board and have the same recorded; and, in the absence of claims from subcontractors and others, release the retention in the amount of \$2,566.91 within 30 calendar days after filing the Notice of Completion for the Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project.

C Vehicle No. 833: Engine Replacement (Pg. 73)

Waive formal bidding requirements and authorize the General Manager to issue a purchase order, in the amount of \$27,558.10, to Quinn Power Systems to install a rebuilt engine for Vehicle No. 833.

9. FINANCE AND ADMINISTRATION

A J.D. Edwards Software: Annual Support and Maintenance Agreement (Pg. 75)

Authorize the General Manager to execute an annual support and maintenance agreement with Oracle Corporation in the amount of \$65,681.41, plus applicable taxes, for the District's J.D. Edwards financial software.

B Fiscal Year 2013-14 Popular Annual Financial Report (Pg. 83)

Receive and file the Fiscal Year 2013-14 Popular Annual Financial Report

C Travel and Business Expense Policies (Pg. 104)

Approve the proposed Travel Expense Policy and Business Expense Policy, pertaining to reimbursement of employees' travel and business expenses; and determine whether or not to apply the same policies, with the minor noted exception for mileage, to the Board of Directors.

D Financial Review: Second Quarter of Fiscal Year 2014-15 (Pg. 122)

Receive and file the Financial Review for the Second Quarter of Fiscal Year 2014-15.

10. RESOURCE CONSERVATION AND PUBLIC OUTREACH

A Conservation Program Update: Swimming Pools, Rain Barrels and Turf Removal Program (Pg. 142)

Approve a \$1,058,000 increase to the Fiscal Year 2014-15 Budget for the Mow-No-Mow Turf Removal Program, from \$1,128,000 to \$2,186,000, which is 100% reimbursable by Metropolitan Water District of Southern California except for internal administrative costs.

11. INFORMATION ITEMS

A GFOA Distinguished Budget Presentation Award (Pg. 145)

12. NON-ACTION ITEMS

A Organization Reports

(1) MWD Representative Report/Agenda(s) (Pg.)

(2) Other

B Director's Reports on Outside Meetings

C General Manager Reports

(1) General Business

(2) Follow-Up Items

D Director's Comments

13. FUTURE AGENDA ITEMS

14. 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

15. CLOSED SESSION

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

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


B Conference with Labor Negotiator (Government Code Section 54957.6):

Agency Designated Representative: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; and Sherri Paniagua, Human Resources Manager.

Employee Organization(s): Las Virgenes Manager, Supervisor, Professional and Confidential Employees Association

16. OPEN SESSION AND ADJOURNMENT

To: Payroll

From: Daryl A. Betancur, Clerk of the Board 

Subject: Per Diem Request for January, 2014

Date: February 10, 2015 Regular Meeting

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

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

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

Name	Meeting Attendance	Rate	Total
Charles Caspary	5	200.00	1,000.00
Glen Peterson* LVMWD – 10 MWD – 5	15	200.00	3,000.00
Leonard Polan	9	200.00	1,800.00
Lee Renger	5	200.00	1,000.00
Jay Lewitt	4	200.00	800.00

Thank you.

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

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

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT



To: Daryl A Betancur, Clerk of the Board

Director's Name: Glen Peterson

Month of: Jan-15

Division: 2

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

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹		Total	MWD	
1/5/2015	1		1 n/a		x	JPA meeting
1/9/2015	1		1 n/a	x		Northern Caucus
1/12/2015	1		1 n/a	x		Committee Meetings
1/13/2015	1		1 n/a	x		Board Meetings
1/14/2015	1		1 n/a	x		CRBCA
1/15/2015	1		1 n/a	x		AWA and ACWA Storage Task Force Irvine Ranch
1/16/2015	1		1 n/a	x		ACWA State Leg Sacramento
1/18-19/15	2		2 n/a	x		ACWA JPIA Roseville, CA
1/20/2015	1		1 n/a	x		MWD Bay Delta prep meeting
1/21/14-1/23/15	3		3 y	x		CASA Palm Springs MWD event in PVID
1/27/2015	1		1 n/a	x		Committee Meetings and Board Meeting
1/29/2015	1		1	x		Ag/Business Committee at Coke pland Downey/JPA meeting
				5	10	
			TOTAL		15	

ITEM 4

Date Submitted: #####

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

Director Signature: _____

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT



To: Daryl A Betancur, Clerk of the Board

Director's Name: Charles Caspary

Month of: January, 2015

Division:

RECEIVED

1 JAN 30 2015

BY: C. Caspary

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

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹		Total	MWD	
1/5/2015	1		1 N		X	LAS VIRGENES - TRIUNFO JPA BOARD MTG.
1/13/2015	1		1 N		X	LAS VIRGENES MWD - REGULAR BOARD MEETING
1/15/2015	1		1 N		X	Santa Monica Bay Restoration Commission - Ex Comm - El Segundo
1/27/2015	1		1 N		X	LAS VIRGENES MWD - REGULAR BOARD MEETING
1/29/2015	1		1 N		X	Seasonal Storage Stakeholder Workshop #1 - LVMWD
ITEM 4	TOTAL		5			


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

Date Submitted: February 2, 2015

Director Signature: Charles Caspary via email

RECEIVED
 JAN 30 2015
 C. J. V.

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT

		To: Daryl A Betancur, Clerk of the Board	Director's Name: Lee Renger	
Month of: January, 2015			Division: 3	
The following are Las Virgenes Municipal Water District Board of Directors Meetings, Committee Meetings/Conferences I have attended:				
Date(s)	# of Days Claimed	Reimbursible Expenses ²	Check One	Event Title
	Travel 1	Total (Y/N)	MWD	
1-5	1		LVMWD	
1-13	1		X	JPA BOARD MEETING
1-15	1		X	LVMWD BOARD MEETING
1-27	1		X	AWA BREAKFAST
1-29	1		X	LVMWD BOARD MEETING
			X	WORKSHOP
TOTAL		5		

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

Date Submitted: 2-1-2015

Director Signature: *Lee Renger*

ITEM 4A

RECEIVED

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT

FEB 12 2015



To: Daryl A Betancur, Clerk of the Board

Director's Name: Jay Lewitt

Month of: January

Division: 5

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

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹		Total	MWD	
1/5/2015	1		1		x	JPA Regular Board meeting
1/27/2015	1		1		x	LVMWD Regular Board
1/28/2015	1		1		x	Met with District Counsel Lemieux for update on Lawsuit
1/29/2015	1		1		x	MWH workshop
TOTAL			4			

ITEM #

Date Submitted: 30-Jan-15

Director Signature: JL via email

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



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

**MINUTES
REGULAR MEETING**

5:00 PM

January 27, 2015

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Dr. Randal Orton, Resource Conservation Manager, Las Virgenes Municipal Water District.

1. CALL TO ORDER AND ROLL CALL

A Call to order and roll call

The meeting was called to order at **5:00 p.m.**, by Board President Peterson in the District offices. Daryl Betancur, Clerk of the Board conducted the roll call.

Present: Lewitt, Polan, Renger, Caspary and Board President Peterson.

Absent: None

Staff Present: David Pedersen, General Manager

Daryl Betancur, Clerk of the Board

Brett Dingman, Water Reclamation Manager

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 there were no proposed changes to the agenda.

District Counsel Lemieux indicated that for closed session, he had nothing to report on San Diego, but that he did have something to report on the other two items.

Director Renger moved to approve the agenda as presented. Motion seconded by Director Caspary. Motion carried unanimously.

ITEM 4B

3. **PUBLIC COMMENTS**

Dr. Randal Orton addressed the Board regarding his upcoming retirement from the District after 22-years of employment and thanked the Board for their support over the years.

Board Members offered congratulations to Dr. Orton on his retirement and thanked him for the significant contributions to the Las Virgenes Municipal Water District, particularly for his leadership in the watershed.

4. **CONSENT CALENDAR**

A Minutes: Regular Meetings of January 13, 2015. Approved

B List of Demands: January 27, 2015 Approved

Director Caspary moved to approve the consent calendar, items 4A and 4B. Motion seconded by Director Lewitt. Motion carried unanimously.

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

A Legislative and Regulatory Updates.

Dave Pedersen, General Manager stated that there was no report at this time.

B Water Supply Conditions and Drought Response.

Dave Pedersen, General Manager, spoke relative to the water supply statistics included in the agenda packet; commented that a lot has happened since staff last reported on this item in November, 2014; spoke about California Department of Water Resources announcement in December of its initial allocation for the State Water Project, which came out at 10%; stated that due to the recent rains in January, DWR increased the previous allocation to 15%; spoke about the 8-station index of precipitation in the Sierra's, and stated that it was about 23.1 inches meaning 90% of average.

C Budget-Based Rates: Progress Update and Proposal for Expedited Implementation.

Carlos Reyes, Director of Resource Conservation and Public Outreach presented the item.

After a lengthy presentation, the Board posed several questions to staff regarding three main points: 1) ways to encourage customers to convert to on-line/electronic billing; 2) whether or not there is anything that can be done to reduce or minimize the third-party vendor charges for credit card payments; and 3) plans to do a presentation to the LVHOF sooner rather than later, so the word can trickle down to the Home Owners Associations.

6. **TREASURER**

Director Lewitt reported that he had looked at the list of demands and found everything to be in order.

7. **BOARD OF DIRECTORS**

A Nominations for ACWA Region 8 Board of Directors

Accept nominations for candidates to serve on the ACWA Region 8 Board, select the most qualified candidate, and authorize preparation of a draft resolution expressing support for the selected candidate.

ITEM 4B

Director Renger moved to nominate Director Polan as a candidate to serve on the ACWA Region 8 Board of Directors. Motion seconded by Director Polan. Motion carried unanimously.

8. GENERAL MANAGER

A **California Water Commission: Proposed Workplan and Activities for Water Storage Investment Program.**

Dave Pedersen, General Manager, spoke briefly regarding the mission and purpose of California Water Commission and its role in administering the water storage funds approved by the voters with Proposition 1.

9. FACILITIES AND OPERATIONS

A **30-Inch Potable Water Main Break: Completion**

Dave Pedersen, General Manager presented the staff report.

B **Rancho Las Virgenes Digester Gas Line Leak: Emergency Declaration.**

Declare the 6-inch digester gas like leak at the Rancho Las Virgenes Composting facility an emergency requiring immediate action without delay.

Director Renger moved to declare the emergency and approve the recommendation as presented. Motion seconded by Director Polan. Motion carried unanimously.

10. FINANCE AND ADMINISTRATION

A **Financial Analysis and Rate Study: Results of Financial Review**

Consider the results of the financial review presented by Raftelis Financial Consultants, Inc., and provide staff with feedback on the information and a proposed depreciation-based reserve policy.

Don Patterson, Finance and Administration Director stated that regarding this analysis, the scope of work involved three main components: 1) financial analysis; 2) cost of service analysis; and 3) rate development. Mr. Patterson commented that Raftelis efforts are being made in conjunction with the District's efforts to transition to budget-based water rates; commented that the presentation would focus on two major areas: 1) the District's reserve policies and the review of such policies; and 2) a review of the financial analysis.

Director Patterson further stated that the Board would not have to make any decisions on this matter at this meeting, however; the input received will help drive the assumptions that will go into the cost of service analysis; commented that staff is seeking input and feedback on three specific areas: 1) confirmation of the District continuing to pass-through MWD cost increases thus achieving full cost-recovery within each enterprise; 2) should the recycled water cost of service analysis assume Consumer Price Index (CPI) increases; and 3) whether or not the District should change its reserve target Financial Policy No. 7 to three years of depreciation from the current policy of three years of CIP.

Sanjay Gaun, principal from Raftelis presented the financial analysis.

After a lengthy discussion, the Board provided the following feedback: 1) supported the concept of changing the financial policy for reserves from three years of CIP to three years of depreciation; 2) supported the concept of passing through MWD's potable water increases plus some addition for Las Virgenes Municipal Water District's cost increase; and 3) supported the concept of continuing with the

CPI for recycled water but would also like staff to look at potentially pegging the rate to some percentage of potable rates.

B Information Technology Network Switch System Upgrade: Award of Bid

Accept the bid from Starnet Data Design, Inc., in the amount of \$53,878.80, for the purchase of the network switch system including the first year of maintenance and support, and authorize the General Manager to execute a purchase order for the same.

Director Renger moved to approve. Director Polan seconded the motion. Director Caspary noted an error in the extended price for one year of support (Bid item 13) and indicated that the 2-year support appeared to be more favorably priced. As a result, Director Caspary asked for an amendment to the motion regarding the years of maintenance and support indicating that the numbers seem to reflect two years (quantity 2) instead of one and that he was asking for an amendment to reflect approval of two years of maintenance and support. The amendment carried unanimously.

11. LEGAL SERVICES

A Potable Water Replacement Fund Standby Charge.

By a roll call vote, waive the full reading of proposed Ordinance No. 275 as it relates to continuation of the Water Replacement Fund Standby Charge for the fiscal year commencing July 1, 2015; give second reading of the Ordinance by title only; approve, the rules and regulations for Water Standby Charge Deferrals; pass, approve and adopt the Ordinance as presented; and order publication within 30 days of adoption using a summary of the Ordinance.

ORDINANCE NO. 275 (SECOND READING AND ADOPTION)

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AS IT RELATES TO STANDBY CHARGES FOR THE FISCAL YEAR COMMENCING JULY 1, 2015.

Director Polan moved to waive the fill reading and approve the rules and regulations for Water Standby Charge Deferrals. Motion seconded by Director Renger. Motion carried by the following vote:

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

Director Caspary moved to pass, approve and adopt Ordinance No. 275 as presented. Motion seconded by Director Renger. Motion carried by the following roll call vote:

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

District Counsel Lemieux read Ordinance No. 275 by title only.

12 NON-ACTION ITEMS

A Organization Reports

- (1) MWD

Board President Peterson reported on the recent MWD meeting stating that the Chairman had made his selection for the positions he wanted on his leadership team; reported that he had

been made chairman of the Engineering and Operations Committee; and stated that he remains the Chair of the Bay Delta Committee.

(2) Other

None

B Director's Reports on Outside Meetings

Director Caspary, Polan and Renger reported on the ACWA Fall Conference event attended late last year. Director Caspary reported on having attended the Santa Monica Bay Restoration Commission Executive Committee.

Director Renger reported on the AWA Waterwise Breakfast he attended and commented on weather information relative to NOAA weather predictions and statistics for California.

Director Polan reported on the CASA Conference he attended in Palm Springs; spoke about a risk assessment workshop he had attended regarding cyber security and that he had passed this information on to the General Manager.

C General Manager Reports

(1) General Business

General Manager Pedersen recognized Dr. Orton for his many years of service to the District and the contributions he has made over the years; spoke about a possible strategic planning workshop for Tuesday, March 17; mentioned the recycled water seasonal storage workshop of January 29; updated the Board on the Colorado River Aqueduct Tour in March; reported on an offer to lease the vacant suite in Building No. 8; made brief remarks on the meeting with the Agoura Hills Mayor and City Manager regarding the Agoura Road Recycled Water Main Extension Project.

(2) Follow-Up Items

None

D Director's Comments

Director Polan commented on the issue of conservation in a broad sense and stated that communication to the rate payers needs to continue, informing them that we are still in a drought situation; spoke about the Friends of the Las Virgenes Creek receiving funding to remove non-native species of crayfish; inquired as to why the District doesn't have a policy to become proactive to work with different communities and NGO's to help with watershed issues; suggested that we should take a greater and more active role in working with different groups and reach out to the community.

Director Caspary remarked that the comments by Director Polan refer to one of the District's long-term goals; provided some history about the District providing a leading role in the watershed and asked that this be revisited as one of the goals for Fiscal Year 2015-2016.

Director Renger made several comments on the following topics: Australia's drought response; cost of recycled water and recycled water pricing; EPA comments on defining "waters of the U.S."; and water bond proposed projects.

12. FUTURE AGENDA ITEMS

ITEM 4B

Director Polan asked to have an item to discuss a program to implement a community college intern program.

13. PUBLIC COMMENTS

There were no other public comments.

14. CLOSED SESSION

The Board recessed to closed session at **7:49p.m.** and reconvened to open session at **7:58 p.m.**

District Counsel Lemieux reported that the Board had met in closed session to discuss items 2 and 3 of the listed closed session agenda and that with respect to item 14A (2) a report was provided and no reportable actions were taken; on item 14A (3) the Board had approved a budget for this matter.

A 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.
3. Ben Magendavid v. Las Virgenes Municipal Water District

15. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **7:59 p.m.**

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: JAY LEWITT, TREASURER

Payments for Board Meeting of : February 10, 2015

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. 68203 through 68344 were issued in the total amount of \$ 439,849.09

Payments through wire transfers as follows:

1/30/2015 Metropolitan Water Dist. Payment for water deliveries in the month of November 2014 \$ 1,694,135.17

Total wires \$ 1,694,135.17

Total payments \$ 2,133,984.26

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

**CHECK LISTING FOR BOARD MEETING
02/10/15**

Company Name	Company No.	Check No. 68203 thru 68233 01/27/15	Amount	Check No. 68234 thru 68263 02/03/15	Amount	Check No. 68264 thru 68344 02/10/15	Amount	Total
Potable Water Operations	101	5,951.65		12,706.50		143,139.20		161,797.35
Recycled Water Operations	102						0.00	0.00
Sanitation Operations	130	1,508.11				767.48		2,275.59
Potable Water Construction	201							0.00
Water Conservation Construction	203							0.00
Sani- Construction	230							0.00
Potable Water Replacement	301	43.00				42,658.53		42,701.53
Reclaimed Water Replace	302							0.00
Sanitation Replacement	330							0.00
Internal Service	701	51,592.01		11,640.34		71,357.28		134,589.63
JPA Operations	751	29,258.44		19,488.35		47,853.20		96,599.99
JPA Construction	752							0.00
JPA Replacement	754			385.00		1,500.00		1,885.00
Total Printed		88,353.21		44,220.19		307,275.69		439,849.09

Voided Checks/ payment stopped:

								0.00
								0.00
								0.00
Total Voids		0.00		0.00		0.00		0.00

ITEM 4C

Net Total		88,353.21		44,220.19		307,275.69		439,849.09
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MWD

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

700 North Alameda Street

Los Angeles, CA, 90012-2944

INVOICE

Billed To:

Las Virgenes Municipal Water District



Service Address

4232 Las Virgenes Road
Calabasas, CA 91302

Table with invoice details: November 2014, Page No. 1 of 1, Mailed: 12/10/2014, Due Date: 01/30/2015, Invoice Number: 8203, Revision: 0

NOTICE

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

DELIVERIES

Volume (AF)

Table with 2 columns: Description, Volume (AF). Total Water Treated Delivered: 1,544.0

SALES

Type

Volume (AF)

Rate (\$ /AF)

Total (\$)

Table with 5 columns: Type, Volume (AF), Rate (\$ /AF), Total (\$). Rows include Full Service, Tier 1 Supply Rate, System Access Rate, Water Stewardship Rate, System Power Rate, Treatment Surcharge.

SUBTOTAL

\$1,472,861.00

OTHER CHARGES AND CREDITS

Rate (\$ /AF)

Table with 4 columns: Description, Volume (AF), Rate (\$ /AF), Total (\$). Rows include Conservation Debit/Credit, Tier 2 Surcharge for 2014, Readiness To Serve Charge, Capacity Charge.

SUBTOTAL

\$221,274.17

ADDITIONAL INFORMATION

Volume (AF)

Tier1 %

Peak Day

Flow (CFS)

Table with 5 columns: Description, Volume (AF), Tier1 %, Peak Day, Flow (CFS). Rows include Purchase Order Commitment, Purchase Order Firm Delivery To Date, Tier 1 Annual Limit, Tier 1 YTD Deliveries, Tier 1 Current Month Deliveries, Tier 2 YTD Deliveries, Capacity Charge.

INVOICE TOTAL

Volume AF

1,654.9

Amount Now Due

\$1,694,135.17

Note: Amount Due is based on highlighted fields

Approved for Payment

David R. Lippman

Approved for Payment

David W. Pedersen, P.E.

PAID MEM 4C

Wired on 1/30/15

Batch Number - 235776

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Number	Key Item	Key Co	Amount	Invoice Number		
68203	01/27/15	3077	AIRGAS USA, LLC	1/15 CYLINDER RENT	137049	001	00701	716.43	9924032945		
All Payee											
		6658	AIRGAS USA, LLC P. O. BOX 7423 PASADENA CA 91109-7423								
68204	01/27/15	18647	AMTECH ELEVATOR SERVICES	Payment Amount 2/1-4/30/15 ELEV MAINT	137035	001	00701	797.58	DVA09741215		
68205	01/27/15	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	Payment Amount WTRWS MTG@1/15/15	137027	001	00701	135.00	05-8332		
68206	01/27/15	2869	AT&T	Payment Amount SRV 1/5-2/4/15	136992	001	00101	19.46	0051/010515		
				SRV 1/5-2/4/15	136992	002	00101	178.12	0051/010515		
				SRV 1/5-2/4/15	136992	003	00101	62.09	0051/010515		
				SRV 1/5-2/4/15	136992	004	00101	75.73	0051/010515		
				SRV 1/5-2/4/15	136992	005	00101	656.39	0051/010515		
				SRV 1/5-2/4/15	136992	006	00101	4,937.56	0051/010515		
				SRV 1/5-2/4/15	136992	007	00101	1,222.92	0051/010515		
				SRV 1/5-2/4/15	136992	008	00101	61.84	0051/010515		
				SRV 1/5-2/4/15	136992	009	00101	86.06	0051/010515		
				SRV 1/5-2/4/15	136992	010	00101	1,072.26	0051/010515		
				SRV 1/5-2/4/15	136992	011	00101	474.64	0051/010515		
				SRV 1/5-2/4/15	136992	012	00101	1,272.46	0051/010515		
				SRV 1/5-2/4/15	136992	013	00101	35.90	0051/010515		

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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
				1/5-2/4/15						
				SRV	PV	136992	014	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	015	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	016	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	017	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	018	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	019	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	020	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	021	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	022	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	023	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	024	00101	63.05	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	025	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	026	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	027	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	028	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	029	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	030	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	031	00101	61.84	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	032	00101	30.92	0051/010515
				1/5-2/4/15						
				SRV	PV	136992	033	00101	30.92	0051/010515
				1/5-2/4/15						

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Item	Co	Key	Amount	Invoice Number
				SRV	PV	137014	001	00130		97.83	2220/010715
				1/7~2/6/15							
				SRV	PV	137015	001	00101		32.20	0124/010715
				1/7~2/6/15							
				SRV	PV	137016	001	00101		395.25	2043/010715
				1/7~2/6/15							
				SRV	PV	137017	001	00101		195.65	2045/010715
				1/7~2/6/15							
				SRV	PV	137018	001	00101		65.35	0123/010715
				1/7~2/6/15							
				SRV	PV	137019	001	00701		113.79	7719/010715
				1/7~2/6/15							
				SRV	PV	137020	001	00701		113.79	7720/010715
				1/7~2/6/15							
				SRV	PV	137021	001	00701		82.95	7721/010715
				1/7~2/6/15							
				Payment Amount					12,428.41		
68207	01/27/15	9631	AT&T LONG DISTANCE	LONG DIST SRV	PV	136993	001	00701		228.02	8063681356/010415
				12/1~1/2/15							
				LONG DIST SRV	PV	136993	002	00701		1.65	8063681356/010415
				12/1~1/2/15							
				LONG DIST SRV	PV	136993	003	00701		.09	8063681356/010415
				12/1~1/2/15							
				LONG DIST SRV	PV	136993	004	00701		17.95	8063681356/010415
				12/1~1/2/15							
				LONG DIST SRV	PV	136993	005	00701		.18	8063681356/010415
				12/1~1/2/15							
				LONG DIST SRV	PV	136993	006	00701		16.46	8063681356/010415
				12/1~1/2/15							
				LONG DIST SRV	PV	136993	007	00701		16.93	8063681356/010415
				12/1~1/2/15							
				Payment Amount					281.28		
68208	01/27/15	2425	BANK OF AMERICA	VISA	PV	137002	001	00701		855.60	3071/010715
				CHG-F&A-DEC'14							
				VISA CHG-F&A	PV	137003	001	00701		1,234.58	8185/010715
				N2-DEC'14							
				VISA CHG-R	PV	137004	001	00701		536.13	2775/010715
				CNSV							
				N1-DEC'14							
				VISA	PV	137005	001	00101		124.53	8418/010715

Payment Number	Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key Item Co	Amount	Invoice Number
				CHG-OPS-DEC'1					
4				VISA	PV	137005	002 00101	102.50	8418/010715
				CHG-OPS-DEC'1					
4				VISA	PV	137005	003 00101	4.65	8418/010715
				CHG-OPS-DEC'1					
4				VISA	PV	137005	004 00101	17.61	8418/010715
				CHG-OPS-DEC'1					
4				VISA	PV	137005	005 00101	450.00	8418/010715
				CHG-OPS-DEC'1					
4				VISA	PV	137005	006 00101	7.86	8418/010715
				CHG-OPS-DEC'1					
4				VISA	PV	137006	001 00701	280.00	2504/010715
				CHG-ENG-DEC'1					
4				VISA CHG-WTR	PV	137008	001 00701	92.49	8102/010715
				DST N2-DEC'14					
				VISA CHG-WTR	PV	137008	002 00701	104.91	8102/010715
				DST N2-DEC'14					
				VISA CHG-WTR	PV	137008	003 00701	104.91	8102/010715
				DST N2-DEC'14					
				VISA CHG-WTR	PV	137008	004 00701	92.49	8102/010715
				DST N2-DEC'14					
				VISA	PV	137009	001 00701	1,349.20	0212/010715
				CHG-PATTERSON					
				-DEC'14					
				VISA	PV	137010	001 00701	500.00	7961/010715
				CHG-POLAN-DEC					
				'14					
				VISA	PV	137011	001 00701	102.70	6305/010715
				CHG-RENGER-DE					
				C'14					
				VISA	PV	137012	001 00101	68.00	7431/010715
				CHG-WSTLK-DEC					
				'14					
				VISA	PV	137012	002 00101	28.30	7431/010715

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
				CHG-WSTLK-DEC						
				'14						
				VISA	PV	137012	003	00101	63.50	7431/010715
				CHG-WSTLK-DEC						
				'14						
				VISA	PV	137012	004	00101	91.01	7431/010715
				CHG-WSTLK-DEC						
				'14						
				VISA	PV	137012	005	00101	43.33	7431/010715
				CHG-WSTLK-DEC						
				'14						
				VISA	PV	137038	001	00701	2,634.71	8422/010715
				CHG-BETANCUR-DEC'14						
				VISA CHG-OPS	PV	137039	001	00751	81.69	2248/010715
				ADMN-DEC'14						
				VISA CHG-OPS	PV	137039	002	00751	93.04	2248/010715
				ADMN-DEC'14						
				VISA CHG-OPS	PV	137039	003	00751	172.67	2248/010715
				ADMN-DEC'14						
				VISA CHG-OPS	PV	137039	004	00751	75.24	2248/010715
				ADMN-DEC'14						
				VISA	PV	137040	001	00701	170.57	2808/010715
				CHG-PEDERSEN-DEC'14						
				VISA	PV	137040	002	00701	22.07	2808/010715
				CHG-PEDERSEN-DEC'14						
				VISA	PV	137040	003	00701	10.00	2808/010715
				CHG-PEDERSEN-DEC'14						
				VISA	PV	137040	004	00701	395.00	2808/010715
				CHG-PEDERSEN-DEC'14						
				VISA	PV	137040	005	00701	144.20	2808/010715
				CHG-PEDERSEN-DEC'14						
				VISA	PV	137040	006	00701	11.99	2808/010715
				CHG-PEDERSEN-DEC'14						
				VISA	PV	137040	007	00701	11.99	2808/010715

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itm	Key Co	Amount	Invoice Number
				CHG-PEDERSEN-DEC'14						
				VISA	PV	137040	008	00701	35.99	2808/010715
				CHG-PEDERSEN-DEC'14						
				VISA	PV	137040	009	00701	54.08	2808/010715
				CHG-PEDERSEN-DEC'14						
				VISA CHG-WTR	PV	137041	001	00701	119.77	3713/010715
				DIST						
				N1-DEC'14						
				VISA CHG-WTR	PV	137041	002	00701	92.49	3713/010715
				DIST						
				N1-DEC'14						
				VISA CHG-WTR	PV	137041	003	00701	280.00	3713/010715
				DIST						
				N1-DEC'14						
				VISA	PV	137050	001	00701	19.89	6228/010715
				CHG-TAPIA-DEC'14						
				VISA	PV	137050	002	00701	22.82	6228/010715
				CHG-TAPIA-DEC'14						
				VISA	PV	137050	003	00701	92.94	6228/010715
				CHG-TAPIA-DEC'14						
				VISA	PV	137050	004	00701	92.94	6228/010715
				CHG-TAPIA-DEC'14						
				VISA	PV	137115	001	00701	795.00	8037/010715
				CHG-RANCHO-DE C'14						
				VISA	PV	137115	002	00701	62.82	8037/010715
				CHG-RANCHO-DE C'14						
				VISA	PV	137115	003	00701	16.56-	8037/010715
				CHG-RANCHO-DE C'14						
				VISA	PV	137116	001	00701	759.39	0663/010715
				CHG-PETERSON-DEC'14						

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Item Co		
				VISA CHG-R	PV	137120	001 00701	1,456.85	1270/010715
				CNSRV-DEC'14					
				VISA	PV	137121	001 00751	1,435.99	1302/010715
				CHG-MAINT-DEC '14					
				Payment Amount			15,091.88		
68209	01/27/15	19209	DARYL BETANCUR	MILEAGE-LEGIS LTV UPDT	PV	137024	001 00701	74.52	010815
				1/8/15					
				MILEAGE-RCRD MGMT MTG	PV	137025	001 00701	75.44	011515
				1/15/15					
				Payment Amount			149.96		
68210	01/27/15	19134	GRETCHEN BULLOCK	REIMB-EXP	PV	137028	001 00701	396.21	010915
				CAPPO CONF					
				1/4-9					
				Payment Amount			396.21		
68211	01/27/15	19069	CALIFORNIA RECYCLES, INC	BATTERY DISPOSAL	PV	137037	001 00701	3,064.35	0007387-IN
				Payment Amount			3,064.35		
68212	01/27/15	2513	CAPCO ANALYTICAL SERVICES	DEC'14	PV	137119	001 00701	366.25	143286
				DIGESTER TEST					
				Payment Amount			366.25		
68213	01/27/15	3172	CITY CLERKS ASSOCIATION OF CA.	2015	PV	137023	001 00701	160.00	821
				MEMBERSHIP-D.B					
				Payment Amount			160.00		
68214	01/27/15	2541	CITY OF WESTLAKE VILLAGE	PERMIT@3 SPRINGS DR	PV	137026	001 00101	195.00	14/15-073
				Payment Amount			195.00		
68215	01/27/15	7257	DIRECTV, INC.	SRV@WLK	PV	136998	001 00101	587.88	24701902495
				1/7/15-1/6/16					
				Payment Amount			587.88		
68216	01/27/15	18668	FCC & SONS ROOFING INC.	12/15/14	PV	137036	001 00701	9,575.00	151041
				DEWTRNG BLDG ROOF RPR					
				Payment Amount			9,575.00		
68217	01/27/15	2658	FEDERAL EXPRESS CORP	3 PKG DEL 1/8 & 1/9/15	PV	136899	001 00701	71.53	2-909-37471
				Payment Amount			71.53		

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
68218	01/27/15	19397	FIRST CHOICE SERVICES	Payment Amount HQ COFFEE	PV	137031	001 00701	67.81	174163
				SUPPLIES					
				OPS COFFEE	PV	137032	001 00701	53.18	174164
				SUPPLIES					
				RLV COFFEE	PV	137033	001 00701	104.23	174165
				SUPPLIES					
				TAPIA COFFEE	PV	137034	001 00701	92.09	174166
				SUPPLIES					
				Payment Amount				317.31	
68219	01/27/15	4144	INTERSTATE BATTERY SYSTEMS	VEH#825&201 BATTERIES	PV	137000	001 00701	597.27	51030161
				(2) E-GENS BKUP BATTRYS	PV	137001	001 00701	412.39	30310141
				Payment Amount				1,009.66	
68220	01/27/15	18172	IPMA - HR	MBRSHIP 3/1/15~2/29/1 6 SP	PV	137045	001 00701	107.00	24206779
				Payment Amount				107.00	
68221	01/27/15	2745	JOEY M'S UPHOLSTERERS	VEH#836 SEAT RPR	PV	137030	001 00701	557.12	121514
				Payment Amount				557.12	
68222	01/27/15	2611	LA DWP	RECTIFIER 12/12~1/14/15 RECTIFIER 12/15~1/15/15	PV	136997	001 00101	40.97	0176998/011515
				Payment Amount				40.97	
68223	01/27/15	3514	LOS ANGELES COUNTY, REGISTRAR-REC ORDER	RCDR STANDBY DEFERRAL	PV	137022	001 00301	43.00	4453-004-048A
				Payment Amount				43.00	
68224	01/27/15	19398	NEXLEVEL INFORMATION TECHNOLOGY, INC.	DEC-14 IS MASTER PLAN	PV	137118	001 00701	20,302.69	20141213
				Payment Amount				43.00	
68225	01/27/15	7745	PETTY CASH - CAROL PALMA	PETTY CASH 7/10~12/23/14 PETTY CASH	PV	137013	001 00751	14.00	010815
				Payment Amount				20,302.69	
				PETTY CASH	PV	137013	002 00751	37.00	010815

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				7/10-12/23/14							
				PETTY CASH	PV	137013	003	00751		25.00	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	004	00751		33.57	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	005	00751		7.99	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	006	00751		16.00	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	007	00751		8.76	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	008	00751		5.98	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	009	00751		9.10	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	010	00751		15.24	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	011	00751		16.00	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	012	00751		8.63	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	013	00751		20.00	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	014	00751		20.00	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	015	00751		37.92	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	016	00751		105.00	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	017	00751		37.71	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	018	00751		18.76	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	019	00751		3.12	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	020	00751		16.00	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	021	00751		7.39	010815
				7/10-12/23/14							
				PETTY CASH	PV	137013	022	00751		4.11	010815
				7/10-12/23/14							

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
68226	01/27/15	2585	PURETEC	Payment Amount JAN'15- 8" DI RNTL	PV	137046	001 00701	22.94	1377366
				JAN'15- 14" DI RNTL	PV	137047	001 00701	75.00	1377154
				JAN'15- 14" SOD RNTL	PV	137048	001 00701	382.08	1372495
				Payment Amount RW P/S	PV	137127	001 00751	9,453.76	9133440-00-01
				12/1-12/31/14 SOLAR					1
				Payment Amount 2015 SCPMA-HR	PV	137043	001 00701	79.00	031215/LF
				CONF@3/12/15 LF					
				2015 SCPMA-HR CONF@3/12/15 SP	PV	137044	001 00701	79.00	031215/SP
				Payment Amount RW P/S	PV	136996	001 00751	6,540.93	4500-42/01161
				12/2-12/31/14 NEM					5
				Payment Amount PAGER SRV	PV	137042	001 00701	180.34	Y0143084A
				1/10-2/10/15 PAGER SRV	PV	137042	002 00701	69.86	Y0143084A
				1/10-2/10/15 PAGER SRV	PV	137042	003 00701	41.14	Y0143084A
				1/10-2/10/15 PAGER SRV	PV	137042	004 00701	41.14	Y0143084A
				1/10-2/10/15 Payment Amount SALES/USE	PV	136994	001 00701	3,764.00	97817885/1231
				TAX-4TH QT14					14
				Payment Amount 2015 STRMWTR	PV	136995	001 00101	606.00	SW-0096025
				FEE-WSTLK					
				Payment Amount				606.00	

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Las Virgenes Municipal Water
APF Auto Payment Register

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm Co	Amount	Invoice Number
68233	01/27/15	3429	UNITED PARCEL SERVICE	SRV P/E	PV	137029	001 00701	119.81	000025W020025 /2015
				1/10/15					
				Payment Amount				119.81	
				Total Amount of Payments Written				88,353.21	
				Total Number of Payments Written				31	

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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
68234	02/03/15	17361	ACCURATE FIRST AID SERVICES	FIRST AID SUPPLIES@HQ	PV	137160	001	00701	144.15	7024
68235	02/03/15	3077	AIRGAS USA, LLC	FIRST AID SUPPLIES@OPS Payment Amount SZ 6 & 8 RAINBOOTS	PV	137125	001	00701	153.15	9035319739
All Payee										
68236	02/03/15	2889	6658 AIRGAS USA, LLC P. O. BOX 7423 PASADENA CA 91109-7423	Payment Amount	PV	137234	001	00751	153.15	4860/011415
68237	02/03/15	7965	B&B PALLET CO.	SRV 1/14-2/13/15 SRV 1/14-2/13/15 SRV 1/22-2/21/15 SRV 1/20-2/19/15	PV	137235	001	00701	61.85	4639/011415
68238	02/03/15	18071	BLUE DIAMOND MATERIALS	Payment Amount 55 YDS WOOD CHIPS 55 YDS WOOD CHIPS	PV	137102	001	00701	638.00	112801
68239	02/03/15	19482	CALABASAS VILLAGE LP	Payment Amount 2.98 TN PAVG MATL	PV	137100	001	00701	266.37	423456 RI
68240	02/03/15	18992	CDW GOVERNMENT	Payment Amount EASEMIT@23500 PK SRRNT0 Payment Amount HQ TRNG RM TV MOUNT HQ TRNG RM TV MOUNT	PV	137136	001	00101	1.00	EASEMNT/PKSRN T RV42604
All Payee										
19010			CDW GOVERNMENT 75 REMITTANCE DR., SUITE 1515 CHICAGO IL 60675-1515	Payment Amount	PV	137136	002	00701	18.06	RV42604
									323.26	

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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
66241	02/03/15	2533	CITY OF AGOURA HILLS	7/1--12/29/14 ENCR PRMTS	PV	137123	001	00101	10,334.00	201501130317
				Payment Amount					10,334.00	
66242	02/03/15	19270	COMMUNICATION S RELAY, LLC	FEB'15 SITE RNTL	PV	137202	001	00701	900.00	55269
				Payment Amount					900.00	
66243	02/03/15	4586	CONSOLIDATED ELECTRICAL DISTRIBUTORS	30 INDICATOR LAMPS	PV	137089	001	00701	25.22	9009-708671
				Payment Amount					900.00	
				1/2", 3/4" & 1" COND HUB	PV	137168	001	00701	293.19	9009-709262
				Payment Amount					318.41	
66244	02/03/15	2705	HACH COMPANY	5 SENSOR CAP ASSY	PV	137126	001	00701	948.30	9197931
				Payment Amount					948.30	
				FREIGHT	PV	137126	002	00701	52.77	9197931
				Payment Amount					1,001.07	
				JAN'15 RECORDS STORAGE	PV	137162	001	00701	575.74	LBJ2959
				Payment Amount					575.74	
				VITA D-CHLOR TABLETS	PV	137231	001	00701	2,023.75	0005193
				Payment Amount					2,023.75	
				5,096 GAL HYPOCHLORITE	PV	137101	001	00701	2,913.34	643422
				Payment Amount					2,023.75	
				4,236 GAL BISULFITE	PV	137138	001	00701	5,633.88	644060
				Payment Amount					5,633.88	
				5,016 GAL HYPOCHLORITE	PV	137139	001	00701	2,919.16	644149
				Payment Amount					2,919.16	
				JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877	Alt Payee	13647			11,466.38	
				Payment Amount					11,466.38	
66248	02/03/15	3352	LAS VIRGENES MUNICIPAL	BLDG#2 11/6--17/15	PV	137051	001	00701	766.69	2658/011415
				Payment Amount					766.69	

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WATER DISTRICT										
				BLDG#7	PV	137052	001	00701	872.42	2656/011415
				11/6-1/7/15						
				BLDG#7-FIRE	PV	137053	001	00701	15.00	2654/011415
				11/6-1/7/15						
				BLDG#8-FIRE	PV	137054	001	00701	15.00	2650/011415
				11/6-1/7/15						
				BLDG#8	PV	137055	001	00701	449.86	2647/011415
				11/6-1/7/15						
				BLDG#1	PV	137056	001	00101	426.76	2620/011415
				11/6-1/7/15						
				TAPIA	PV	137057	001	00751	550.01	1760/011415
				11/6-1/7/15						
				RLV	PV	137058	001	00751	1,604.31	2090/011415
				11/6-1/7/15						
				RLV FARM	PV	137059	001	00751	143.52	2080/011415
				11/6-1/7/15						
				Payment Amount					4,843.57	
68249	02/03/15	2610	LOS ANGELES COUNTY DEPT. OF PUBLIC WORKS	12/2/14:L2014 04450-MULHOLL AND	PV	137124	001	00101	592.00	RE-PW-1501080 4419
				Payment Amount					592.00	
68250	02/03/15	5698	LOST HILLS/MALIBU SHERIFF'S STATION	915-00289-226 1-472:LKVV CYN RD	PV	137122	001	00101	25.00	915-00289-226 1-472
				Payment Amount					25.00	
68251	02/03/15	19026	MNS ENGINEERS, INC.	DEC'14 CHNNL MXNG IMPRVMTS	PV	137137	001	00701	385.00	65061
				Payment Amount					385.00	
68252	02/03/15	2839	MOTION INDUSTRIES, INC.	100C SAFETY VALVE	PV	137233	001	00701	73.56	CA22-586900
				Payment Amount					73.56	
			Alt Payee	10317 MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074						
				Payment Amount					73.56	

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68253	02/03/15	2302	OFFICE DEPOT	MISC HQ	PV	137107	001	00701	65.59	749564005001
				OFFICE SUPPLS						
				MISC HQ	PV	137108	001	00701	4.91	749564449001
				OFFICE SUPPLS						
				MISC HQ	PV	137109	001	00701	13.71	749564450001
				OFFICE SUPPLS						
				(2) 50 PK DVD	PV	137203	001	00701	107.43	749553909001
				Payment Amount					191.64	
68254	02/03/15	16384	ONQUE TECHNOLOGIES, INC	RENWL	PV	137164	001	00701	428.93	33895
				2/28/15-2/27/16						
				Payment Amount					428.93	
68255	02/03/15	15824	OUTBACK FOOTWEAR	PRTCV	PV	137132	001	00701	225.00	24376
				FTWR-D.RUIZ						
				PRTCV	PV	137133	001	00701	225.00	24191
				FTWR-W.GALDON						
				ES						
				Payment Amount					450.00	
68256	02/03/15	2914	ROADSIDE LUMBER/HARDWARE	(100) 60 LB ASPHALT	PV	137232	001	00701	772.81	90345240
				Payment Amount					772.81	
68257	02/03/15	17174	ROTH STAFFING COMPANIES, LP	TEMP SRV W/E	PV	137165	001	00701	440.40	13083003
				1/4/15 ST						
				TEMP SRV W/E	PV	137166	001	00701	688.13	13085578
				1/11/15 ST						
				TEMP SRV W/E	PV	137167	001	00701	146.80	13088119
				1/18/15 ST						
				Payment Amount					1,275.33	
68258	02/03/15	19141	SOLARWINDS, INC.	DAMEWR REMOTE	PV	137204	001	00701	339.00	IN204681
				ANNL MNT						
				Payment Amount					339.00	
68259	02/03/15	12149	THATCHER CO. OF CALIFORNIA	2832 LB CITRIC ACID	PV	137205	001	00701	1,944.73	234735
				2832 LB CITRIC ACID						
				2832 LB CITRIC ACID	PV	137205	002	00701	250.00	234735
				Payment Amount					2,194.73	
68260	02/03/15	9505	TIRE MAN AGOURA	VEH#891- (4) NEW TIRES	PV	137105	001	00701	1,056.05	2039261
				VEH#814- (2) NEW TIRES	PV	137106	001	00701	351.54	2039428

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68251	02/03/15	14789	JOSEPH UCEDA	FUEL PURCH 1/22/15	PV	137201	001	00701	20.00	012215
68252	02/03/15	7370	VALIN CORPORATION	FILTER ELEMENTS@RLV	PV	137104	001	00701	872.07	3013549
68253	02/03/15	8510	WORK BOOT WAREHOUSE	PRTCV FTWR-A.ARENAS PRTCV FTWR-S.GONZAL EZ PRTCV FTWR-C.PEDERS EN PRTCV FTWR-M.MAGANA	PV	137128	001	00701	225.00	2-10777
						137129	001	00701	225.00	2-10917
						137130	001	00701	225.00	2-10921
						137131	001	00701	225.00	2-10901
									1,407.59	
									20.00	
									872.07	
									225.00	
									225.00	
									900.00	
									44,220.19	
									30	

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68254	02/10/15	8880	ADS, LLC	JAN'15 FLOW	PV	137249	001	00701	673.15	12975.22-0115
				MTRG						
				JAN'15 FLOW	PV	137249	002	00701	2,019.45	12975.22-0115
				MTRG						
				Payment Amount				2,692.60		
68265	02/10/15	17077	AECOM USA, INC.	12/6--19/15 5	PV	137089	001	00701	6,929.54	37502637
				MG TNK						
				12/6--19/15 5	PV	137090	001	00701	17,304.49	37502506
				MG TNK MGMT						
				SVC						
				Payment Amount				24,234.03		
68266	02/10/15	2339	AGOURA LOCK TECHNOLOGIES	RPR L/S#1	PV	137215	001	00130	47.61	82279
				DOOR LOCKSET						
				Payment Amount				47.61		
68267	02/10/15	19483	ALISAAKEMON	TURF RMVL	PV	137152	001	00101	1,572.00	650566
				REBATE						
				Payment Amount				1,572.00		
68268	02/10/15	2387	AMERRAY HYDRAULICS CORP	ELBWS,	PV	137096	001	00701	216.61	41377
				BSHNGS&NIPPLS						
				Payment Amount				216.61		
68269	02/10/15	9430	AQUAMETRICS SALES CO.	10" RW/METER	PV	137221	001	00701	2,398.03	0055118-IN
				HEAD						
				FREIGHT	PV	137221	002	00701	150.00	0055118-IN
				Payment Amount				2,548.03		
68270	02/10/15	19264	ARNOLD LAROCHELLE MATHEWS VANCONAS &	DEC'14 RWV	PV	137250	001	00751	1,078.00	43094
				JPAAGNDA/MTG						
				Payment Amount				1,078.00		
68271	02/10/15	7965	B&B PALLET CO.	55 YDS WOOD	PV	137091	001	00701	638.00	112803
				CHIPS						
				55 YDS WOOD	PV	137092	001	00701	638.00	112804
				CHIPS						
				55 YDS WOOD	PV	137093	001	00701	638.00	112805
				CHIPS						
				55 YDS WOOD	PV	137169	001	00701	638.00	112806
				CHIPS						
				55 YDS WOOD	PV	137170	001	00701	638.00	112807
				CHIPS						
				55 YDS WOOD	PV	137171	001	00701	638.00	112808
				CHIPS						

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				CHIPS					
				55 YDS WOOD	PV	137172	001 00701	638.00	112809
				CHIPS					
				55 YDS WOOD	PV	137173	001 00701	638.00	112810
				CHIPS					
				55 YDS WOOD	PV	137174	001 00701	638.00	112811
				CHIPS					
				Payment Amount			5,742.00		
68272	02/10/15	7201	WILLIAM BISCHOFF	TURF RMVL	PV	137226	001 00101	2,220.00	452680
				REBATE					
				Payment Amount			2,220.00		
68273	02/10/15	11339	CHARLES A. BOYD	TURF RMVL	PV	137063	001 00101	5,898.00	200714
				REBATE					
				Payment Amount			5,898.00		
68274	02/10/15	19471	CONNIE CARR	TURF RMVL	PV	137068	001 00101	4,206.00	270475
				REBATE					
				Payment Amount			4,206.00		
68275	02/10/15	18992	CDW GOVERNMENT	BACKUP EXEC	PV	137148	001 00701	4,095.00	RX70669
				ANLN MAINT					
				HQ TRNG ROOM	PV	137193	001 00701	1,678.60	SB52862
				TV-70"					
				HQ TRNG ROOM	PV	137193	002 00701	183.05	SB52862
				TV-70"					
				Alt Payee 19010 CDW GOVERNMENT					
				75 REMITTANCE DR., SUITE 1515					
				CHICAGO IL 60675-1515					
				Payment Amount			5,956.65		
68276	02/10/15	16015	WATANA CHAROENRATH	TURF RMVL	PV	137066	001 00101	1,336.00	860410
				REBATE					
				Payment Amount			1,336.00		
68277	02/10/15	19489	CODY CONSTRUCTION	RFND BAL -	PV	137188	001 00101	1,313.32	9998277
				CLOSED A/C					
				Payment Amount			1,313.32		
68278	02/10/15	19472	PAT COLABELLA	TURF RMVL	PV	137069	001 00101	3,622.00	612005
				REBATE					
				Payment Amount			3,622.00		
68279	02/10/15	19305	COMMERCIAL CLEANING SYSTEMS	1/15 JANITORIAL	PV	137222	001 00701	3,212.46	281782
				SVC					
				1/15	PV	137222	003 00701	423.06	281782

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number	
JANITORIAL												
				SVC								
				1/15	PV	137222	004	00701		1,495.19	281782	
JANITORIAL												
				SVC								
				Payment Amount					5,130.71			
68280	02/10/15	2565	CONEJO AWARDS	NAMETAG-D.BET	PV	137080	001	00701		13.44	847269	
				ANCUR								
				TEAK	PV	137081	001	00701		16.13	84721	
				INSERT-JLEW								
				TT								
				METAL	PV	137082	001	00701		32.25	84749	
				PLATE-L.POLAN								
				NAMETAG-D.BAR	PV	137083	001	00701		13.44	84781	
				ROW								
				Payment Amount					75.26			
68281	02/10/15	10396	DLT SOLUTIONS, LLC	3/8/15-3/7/16	PV	137147	001	00701		1,042.48	SI278016	
				AUTODSK RENWL								
				Payment Amount					1,042.48			
68282	02/10/15	19484	CINDY DOAN	TURF RMVL	PV	137153	001	00101		986.00	680452	
				REBATE								
				Payment Amount					986.00			
68283	02/10/15	17205	ELLIS PAINT COMPANY	2 SFTY RED	PV	137200	001	00701		323.00	982493	
				PAINT								
				Payment Amount					323.00			
68284	02/10/15	2654	FAMCON PIPE	3 FLW	PV	137094	001	00701		637.65	165172	
				MTRS-DEWTRG								
				BLDG								
				Payment Amount					637.65			
68285	02/10/15	14641	ABRAHAMWENDY FASSBERG	TURF RMVL	PV	137085	001	00101		3,054.00	200114	
				REBATE								
				Payment Amount					3,054.00			
68286	02/10/15	19473	LOUIS FEOLA	TURF RMVL	PV	137070	001	00101		360.00	2130615	
				REBATE								
				Payment Amount					360.00			
68287	02/10/15	2688	GEOLABS	OCT-DEC'14 5	PV	137146	001	00701		13,664.50	21501028	
				MG TANK								
				Payment Amount					13,664.50			
68288	02/10/15	16938	DAVID/RUTH GOMEZ	TURF RMVL	PV	137150	001	00101		7,104.00	580176-TURF	
				REBATE								

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68289	02/10/15	17199	GOVERNMENT STAFFING SERVICES, INC.	1/12-1/23/15 A.UMALI	PV	137223	001	00701	7,104.00	2,700.00	125304
68290	02/10/15	2701	GRAINGER, INC.	THROTTLE CONTROL 4 US & 4 CA FLAGS BATTERIES	PV	137079	001	00701	2,700.00	73.09	9636388622
All Payee 5453 GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001											
68291	02/10/15	3810	GREATER CONEJO VALLEY CHAMBER OF COMMERC	MBRSH-3/1/15 -3/1/16	PV	137159	001	00701	941.20	305.00	240307
68292	02/10/15	19474	HAIKO HAIRAPETIAN	TURF RMVL REBATE	PV	137071	001	00101	305.00	2,688.00	260176
68293	02/10/15	19475	KEN HASEGAWA	TURF RMVL REBATE	PV	137072	001	00101	2,688.00	1,068.00	630062
68294	02/10/15	19490	RICHARD D. HERMAN	RFND BAL - CLOSED AVC	PV	137189	001	00101	1,068.00	7.70	000179
68295	02/10/15	2736	IRON MOUNTAIN RECORDS MANAGEMENT	RCRDS STORAGE EXIT FEE	PV	137214	001	00701	7.70	11,209.67	99A7003
68296	02/10/15	2997	J G TUCKER & SONS	2 CALIBRATION GAS	PV	137095	001	00701	11,209.67	422.89	00085794
68297	02/10/15	3083	JCI JONES CHEMICALS, INC	5,000 GAL HYPOCHLORITE	PV	137088	001	00701	422.89	2,909.85	643920

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All Payee 13647 JCI JONES CHEMICALS, INC

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			P.O. BOX 636877 CINCINNATI OH 45263-6877							
68298	02/10/15	19476	NORMAN JUNG	Payment Amount TURF RMVL	PV	137073	001	00101	5,276.00	600292
				REBATE						
68299	02/10/15	18535	KEMIRA WATER SOLUTIONS, INC.	Payment Amount 9.69 TN FERRIC CHLORIDE	PV	137175	001	00701	4,488.89	9017430708
			All Payee	18536 KEMIRA WATER SOLUTIONS MAIL CODE 5581, P. O. BOX 105046 ATLANTA GA 30348-5046						
68300	02/10/15	19491	TODD KRAVITZ	Payment Amount TURF RMVL	PV	137227	001	00101	1,770.00	681240
				REBATE						
68301	02/10/15	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount L/S#2 11/11-1/13/15	PV	137078	001	00130	46.72	0570/012115
68302	02/10/15	2789	LIEBERT CASSIDY WHITMORE	Payment Amount SRV P/E 12/31/14 SEIU	PV	137230	001	00701	6,240.00	1397880
68303	02/10/15	19485	PAUL LOUSTAU	Payment Amount TURF RMVL	PV	137154	001	00101	3,996.00	351185
				REBATE						
68304	02/10/15	19477	LORI MANFREDONIA	Payment Amount TURF RMVL	PV	137074	001	00101	3,458.00	600293
				REBATE						
68305	02/10/15	3544	YING-YING MENG	Payment Amount TURF RMVL	PV	137060	001	00101	5,788.00	560105
				REBATE						
68306	02/10/15	18940	MP PRINTING & MAILING	Payment Amount CRRNT FLW#1-JAN'15	PV	137144	001	00701	1,711.00	56824
				CRRNT FLW#1-JAN'15						
68307	02/10/15	2365	M/SO	Payment Amount 11/1-12/31/14	PV	137177	001	00701	2,380.00	4827

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TECHNOLOGIES												
				WLK P/S UPGRD	PV	137178	001	00701		2,380.00	4827	
				11/1~12/31/14								
				WLFP EXP								
				Payment Amount						4,760.00		
68308	02/10/15	19478	WILLIAM MURNAINE	TURF RMVL	PV	137075	001	00101		5,686.00	600297	
				REBATE								
				Payment Amount						5,686.00		
68309	02/10/15	17411	OAKS DRAIN SERVICE	HYDROJET@HQ&F	PV	137181	001	00701		225.00	33971	
				ARM 1/20								
				HYDROJET@HQ&F	PV	137181	002	00701		225.00	33971	
				ARM 1/20								
				HYDROJET@DEWA	PV	137219	001	00701		337.50	33318	
				TRNG BLDG								
				1/23/15						787.50		
				Payment Amount						787.50		
68310	02/10/15	2302	OFFICE DEPOT	COLOR COPIER	PV	137182	001	00701		136.62	750513901001	
				PAPR&ENLVP								
				(6) 32 GB USB	PV	137183	001	00701		121.58	7495593908001	
				DRIVES								
				STAMP&WALL	PV	137184	001	00701		45.37	749559212001	
				NAME SIGN								
				12 DESKPAD	PV	137185	001	00701		35.32	749559934001	
				CALENDARS								
				Payment Amount						338.89		
68311	02/10/15	9924	IAN D. OWENS	RFND BAL -	PV	137158	001	00101		34.70	052404	
				CLOSED A/C								
				Payment Amount						34.70		
68312	02/10/15	18946	PACIFIC ADVANCED CIVIL ENGINEERING, INC.	DEC-14 RES#2	PV	137245	001	00701		1,500.00	96353	
				IMPRVMTS								
				Payment Amount						1,500.00		
68313	02/10/15	18261	KATHY PANTELAS	TURF RMVL	PV	137067	001	00101		1,248.00	0000341548	
				REBATE								
				Payment Amount						1,248.00		
68314	02/10/15	8484	PRAXAIR DISTRIBUTION, INC	JAN'15	PV	137113	001	00701		120.81	51572252	
				CYLINDER RNTL								
				Alt Payee								
				8898								
				PRAXAIR DISTRIBUTION INC.								

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Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
DEPT. LA 21511 PASADENA CA 91185-1511										
68315	02/10/15	19058	PROTECTOR FENCE	RPR FENCE@TWIN LK P/S	PV	137114	001	00701	1,100.00	1111
68316	02/10/15	2907	RED WING SHOE STORE	PRTCV FTWR-R.JONES	PV	137149	001	00701	196.45	1310000014927
68317	02/10/15	4422	LINDA RICHTER	TURF RMVL REBATE	PV	137061	001	00101	2,524.00	250414
68318	02/10/15	19481	CHARLES-ETIEN NE ROY	RFND BAL - CLOSED A/C	PV	137142	001	00101	91.63	066106
68319	02/10/15	19485	JOSEPH SABBAGH	TURF RMVL REBATE	PV	137155	001	00101	1,372.00	341048
68320	02/10/15	19452	HELMUT/RITA SCHREDL	TURF RMVL REBATE	PV	137228	001	00101	900.00	530654
68321	02/10/15	19487	SYLVIA SELTZER	TURF RMVL REBATE	PV	137156	001	00101	2,776.00	2110444
68322	02/10/15	2948	SMITH PIPE & SUPPLY	SPRINKLR VLV-BLDG#8	PV	137084	001	00701	16.35	2783906
68323	02/10/15	14103	WILLIAM SOUZA	DRIP IRRG EQUIP-BLDG#8	PV	137085	001	00701	222.53	2784746
68324	02/10/15	18809	SPACECAM SYSTEMS INC.	TURF RMVL REBATE	PV	137064	001	00101	1,478.00	140134
68325	02/10/15	8212	STANSBERRY'S WELDING	CHUTE DIVERTER@RLV	PV	137086	001	00701	5,350.00	2052
68326	02/10/15	11907	STARQUEST VENTURES,	Payment Amount 2/1/15-1/31/1	PV	137199	001	00701	1,250.00	1021449

Batch Number - 235894
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
68327	02/10/15	14479	STEPHEN'S VIDEO PRODUCTIONS	Payment Amount 1/13&27 LV BM VIDEO PROG	PV	137247	001 00701	1,250.00 1,090.00	1-30-15
68328	02/10/15	19479	MICHAEL STEVENSON	1/5/15 JPA BM VIDEO PROG	PV	137248	001 00701	545.00	1-29-15
68329	02/10/15	19488	CHRIS STONE	Payment Amount TURF RMVL REBATE	PV	137076	001 00101	2,374.00	540180
68330	02/10/15	17645	TORO ENTERPRISES INC.	Payment Amount TURF RMVL REBATE	PV	137157	001 00101	5,892.00	740433
68331	02/10/15	9725	MARYANN VAIL	Payment Amount 30" MAIN LINE RPR@VLY CIR&STAG	PV	137225	001 00101	29,631.00	8980
68332	02/10/15	2780	VALLEY NEWS GROUP	Payment Amount TURF RMVL REBATE	PV	137062	001 00101	3,438.00	530902
68333	02/10/15	18604	VENTURA PEST CONTROL	Payment Amount AD-MALIBU CRK TOUR 2/7 - 1/15	PV	137186	001 00751	160.00	1-15
68334	02/10/15	2436	VINCE BARNES AUTOMOTIVE	Payment Amount JAN'15 PEST CNTRL JAN'15 PEST CNTRL JAN'15 PEST CNTRL	PV	137087	001 00701	320.00 110.00	450112
68335	02/10/15	3035	VWR SCIENTIFIC	Payment Amount VEH#857-RPL HEATR CORE LAB SUPPLIES FREIGHT	PV	137190	001 00701	380.00 195.00 106.35	450112 450112 020726
68335	02/10/15	3035	VWR SCIENTIFIC	Payment Amount LAB SUPPLIES FREIGHT	PV	137198	001 00701	983.18 93.90	8040148747 8040148747

ITEM 4 C

Batch Number - 235894

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Key	Amount	Invoice Number
						Number	Item	Co		
				GREEK						
				LAB SRV@TAPIA	PV	137213	001	00701	1,355.00	W5A1441-LV
				EFFL						
				Payment Amount					9,953.00	
68340	02/10/15	19480	MARIE WECKHURST	TURF RMVL	PV	137077	001	00101	5,300.00	170750
				REBATE						
				Payment Amount					5,300.00	
68341	02/10/15	3047	WESCO DISTRIBUTION, INC.	TAPIA FORCE	PV	137112	001	00701	1,480.57	399601
				MAIN#2 FAN						
				RPLMT						
				TAPIA FORCE	PV	137112	002	00701	65.65	399601
				MAIN#2 FAN						
				RPLMT						
				MATLS-RLV	PV	137176	001	00701	1,890.79	400324
				DGSTR PRSSR						
				READERS						
				CMR CABLE	PV	137192	001	00701	266.54	401553
				EATON	PV	137229	001	00101	1,768.30	401552
				INSPECTN@WSTL						
				K						
				Alt Payee						
				6443 WESCO DISTRIBUTION, INC						
				PO BOX 31001-0465						
				PASADENA CA 91110-0465						
				Payment Amount					5,471.85	
68342	02/10/15	3048	WEST COAST AIR CONDITIONING	A/C	PV	137194	001	00701	395.00	S63104
				PM@BLDG#7&8						
				A/C PM@RLV	PV	137196	001	00701	450.00	S62928
				RPL BELT@RLV	PV	137197	001	00701	21.63	S63349
				RCVRY BLDG						
				E/F#5						
				INSPECT BLD#7	PV	137224	001	00701	1,213.00	S63006
				CONDENSER UNIT						
				Payment Amount					2,079.63	
68343	02/10/15	3067	XEROX CORPORATION	LEASE-12/14	PV	137236	001	00701	611.49	077614305
				D95 HQ-2ND FL						
				LEASE-12/14	PV	137237	001	00701	637.06	077614304
				D95 HQ-1ST FL						
				LEASE-12/14	PV	137238	001	00701	263.08	077614306
				5845A TAPIA						

Batch Number - 235894
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
				WCP123	PV	137239	001	00701	1.74	077733261
			WLK,USG							
			11/30-12/20/1							
			4							
			LEASE-12/14	PV	137240	001	00701		1,511.61	077614309
			XC560 PRNTR							
			LEASE-12/14	PV	137241	001	00701		192.02	077614308
			X560EFI SVR							
			Payment Amount					3,217.00		
66344	02/10/15	6248	ZENNER PERFORMANCE METERS, INC.	MLT-JET&POS DISP MTRS	PV	137179	001	00701	23,656.17	0026541-IN
				Payment Amount				23,656.17		
				Total Amount of Payments Written				307,275.69		
				Total Number of Payments Written				81		



February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Monthly Investment Report as of December 31, 2014 (Pg. 47)

SUMMARY:

Driven by a combination of positive and negative economic indicators, the economy continued its lackluster performance and slow recovery in December. At the end of December, markets were slightly higher than November, and the December Federal Reserve meeting indicated little change in its current policies: interest rates stayed at historic lows and expectations of interest rate increases in 2015 continued. Interest rates for financial instruments in the one to five year range and the U.S. stock markets remained higher than a year ago.

Despite financial market stability in December, some reports in the local media showed a softening of the local housing market, pointing to market recovery challenges in that sector. Most financial experts are predicting continued slow improvements to the economy for calendar year 2015, followed with some short-term volatility. The annualized yield for the District's portfolio was up 6.4% year-over-year, reaching 1.00% in December 2014 compared to 0.94% in December 2013.

The portfolio was valued at \$66,438,723 on December 31, 2014.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

Staff monitors economic news to help predict factors that may influence the District's operations and investment portfolio performance. As was discussed with the Board during the budget-based rates study session, the economy has historically been a good predictor of water usage with the impact of negative economic conditions nearly matching that of mandatory water use restrictions. Conversely, a more robust economy promotes infill development within the District, such as the Shoppes at Westlake and the new homes off Agoura Road in Agoura Hills, which increases demands for the District's services. Keeping abreast of national economic factors and its impact on the District's return on its investment portfolio helps to ensure the effective utilization of the public's assets and money.

Economic Trends

The overall economic data for December remained indicative of modest growth. The December employment report was as anticipated. Nonfarm payrolls rose by 252,000 in December, following strong gains of 353,000 and 261,000 in November and October, respectively. The national unemployment rate also declined to 5.6% from 5.8%. However, wages declined 0.2% in December and the labor participation rate also fell to 61.4% from 61.7%.

from 62.9%. The manufacturing sector continues to expand and consumer confidence was strong heading into 2015. Also, low gas prices should continue to provide a boost for consumer spending. Meanwhile, housing data remains volatile in spite of ongoing low mortgage rates.

The Federal Open Market Committee (FOMC) left policy rates unchanged at its December meeting. The FOMC indicated that it will take a “patient” approach toward normalizing monetary policy, and implied that the first rate hike is likely to be in mid to late-2015 based on the Fed’s economic forecasts. Overall, the FOMC’s guidance on policy action was consistent with its previous guidance, but the Committee is moving away from its “considerable time” language and emphasizing that policy changes will be data-dependent. Fed Chair Yellen indicated that policy rates would likely remain unchanged for at least the next couple of FOMC meetings. This suggests that a rate hike is unlikely to happen any sooner than April, unless there is an unexpected change in economic data. The Committee also expects the fed funds rate to approach a more normalized level by the end of 2017, which suggests that any rate increases are likely to be gradual over the next few years. The next FOMC meeting is scheduled for January 27-28.

The yield on the two-year Treasury note increased in December to 0.67%, up from 0.47% at the end of November. The 3-year Treasury was up as well, closing the month at 1.07% from 0.85% at the start of the month. Domestic economic data remained fairly strong in December, but concerns about a slowdown in global economic growth (particularly in Europe, Russia and China) were elevated in the month. Geopolitical tensions and the drop in oil prices also caused volatility in the global financial markets during the month.

The Dow Jones Industrial Average finished December flat, down 5.17 points or -0.1% for the month, closing at 17,823.07 from 17,828.24 on November 30th.

In November, overall Consumer Price Index (CPI) inflation declined to 1.3% on a year-over-year basis from 1.7% in October. The year-over-year Core CPI (CPI less food and energy) also declined to 1.7% in November from 1.8% in October.

In November, retail sales rose 5.1% on a year-over-year basis versus a gain of 4.5% in October. On a month-over-month basis, retail sales rose 0.7% in November after increasing 0.5% in October, exceeding expectations. Gasoline sales were a drag on retail sales in both months due to lower prices. Overall, consumer spending is showing positive momentum.

Housing data remains volatile. Single-family housing starts fell 5.4% in November after increasing 8.0% in October.

Preliminary unemployment rates for our micro-area (Agoura Hills data) remained unchanged at 3.4% in October from 3.4% in September. The Los Angeles County unemployment rate (seasonally adjusted) showed no change, remaining at 8.0% in October and November. Ventura County’s unemployment increased to 6.5% in November from 6.3% in October.

Performance of the District’s Portfolio

As of December 31, 2014, the District held \$66,438,723 in its portfolio, down 11.1% year-over-year, primary due to withdraws to fund for capital improvement projects. The majority of the funds are held in the District’s investment accounts, which had a December 31st value of \$40,664,385. LAIF held the majority of the remaining funds in the amount of \$20,866,396. A small portion of the funds, \$1,999,539, were held in the pooled investment fund of CalTrust. A significant portion of remaining funds were held in a trustee account as required reserves for the Bond Refunding: \$2,757,686. The annualized yield for the District’s portfolio has slowly increased, up 6.4% year-over-year, reaching 1.00% in December 2014 from 0.94% in December 2013.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Joseph Lillio, Finance Manager

ATTACHMENTS:

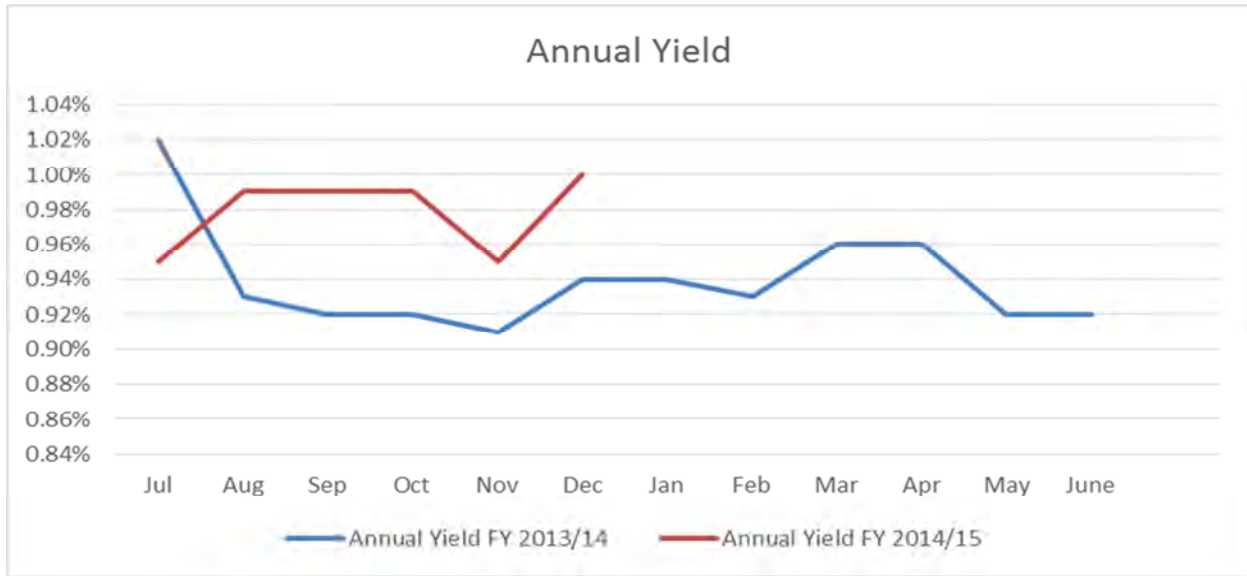
ITEM 4D

[Charts](#)

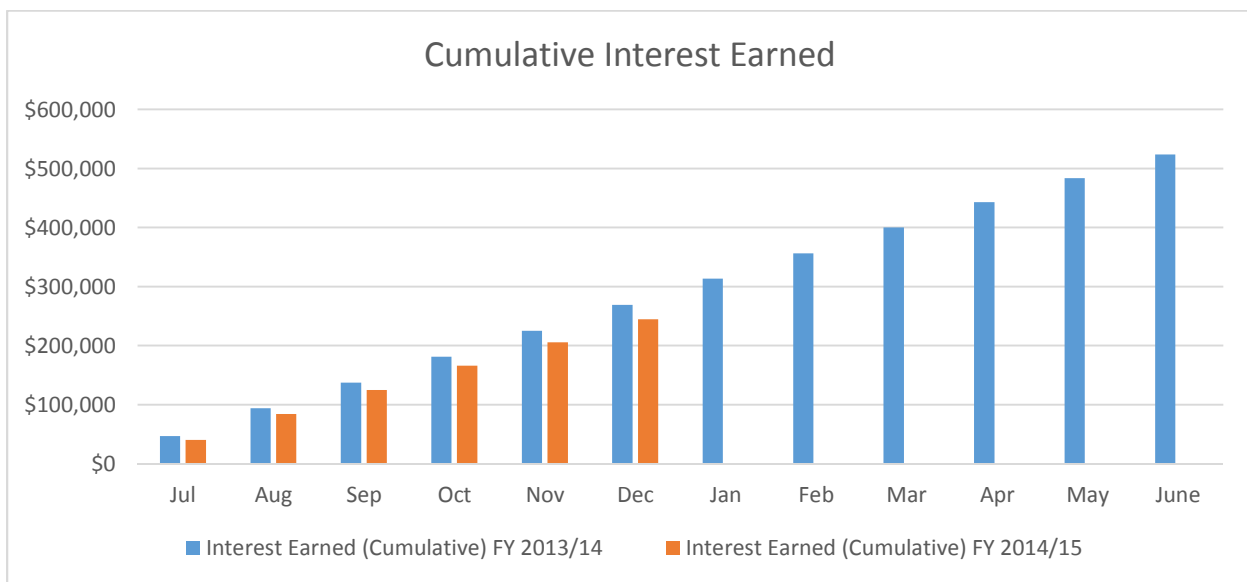
[December Investment Report](#)

[Appendix A](#)

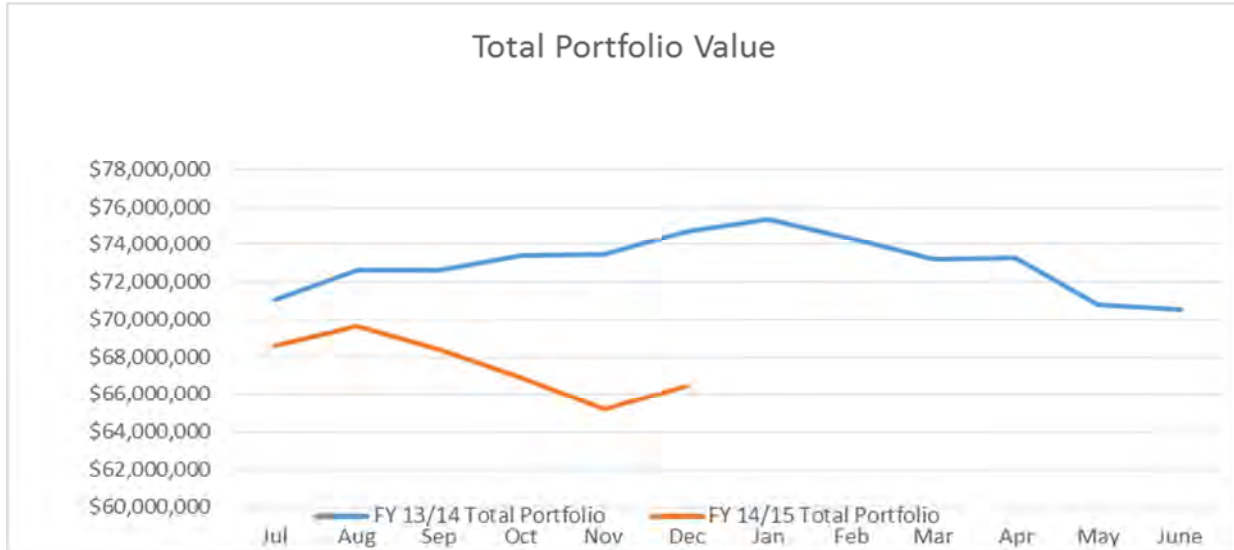
In December, the annualized yield for the District’s Investment portfolio increased by 5 basis points (0.05%), to 1.00%; the highest since July 2013. This increase is a result of reinvesting matured and called bonds at a slightly higher yield. The following chart shows annualized monthly yield over the current and previous year. 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 fiscal year.



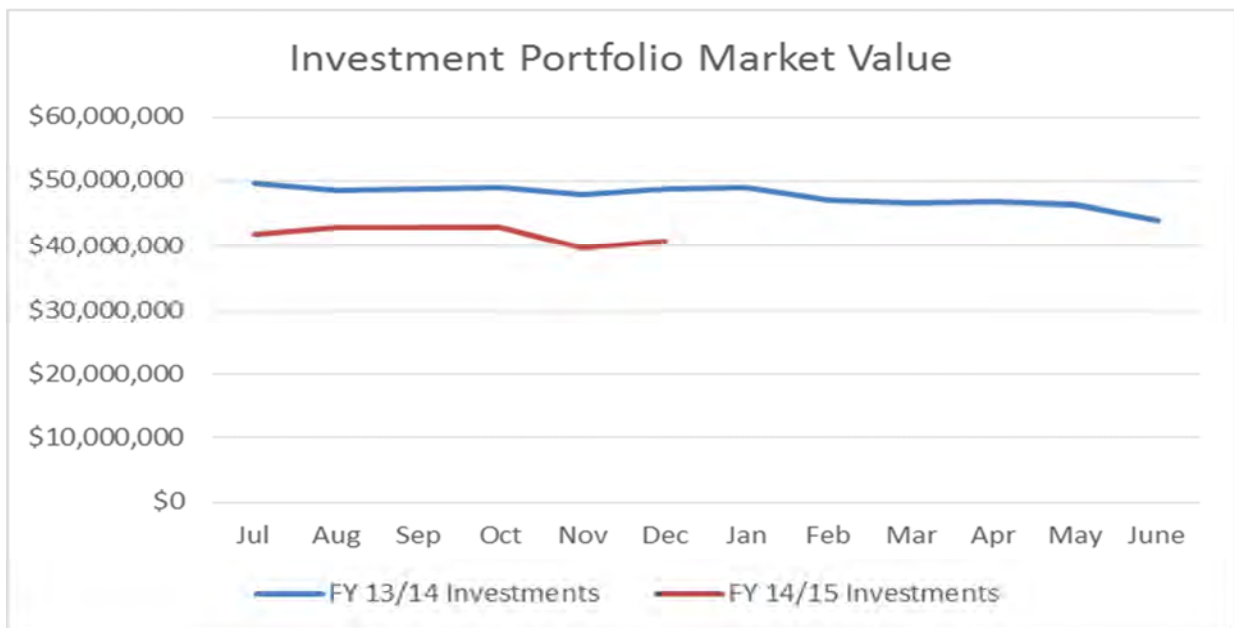
The interest earned from all investments in the portfolio fiscal year (FY) to date has slightly trailed FY 13/14 as anticipated. The following chart shows cumulative interest earned over the current and previous fiscal year. The current cumulative interest earned is slightly less than the cumulative interest earned during this same period last year (December 2013) due to a lower overall portfolio balance. Since there is no indication of a significant interest rate increase through the remainder of the current fiscal year, staff projects that the current trend will continue.

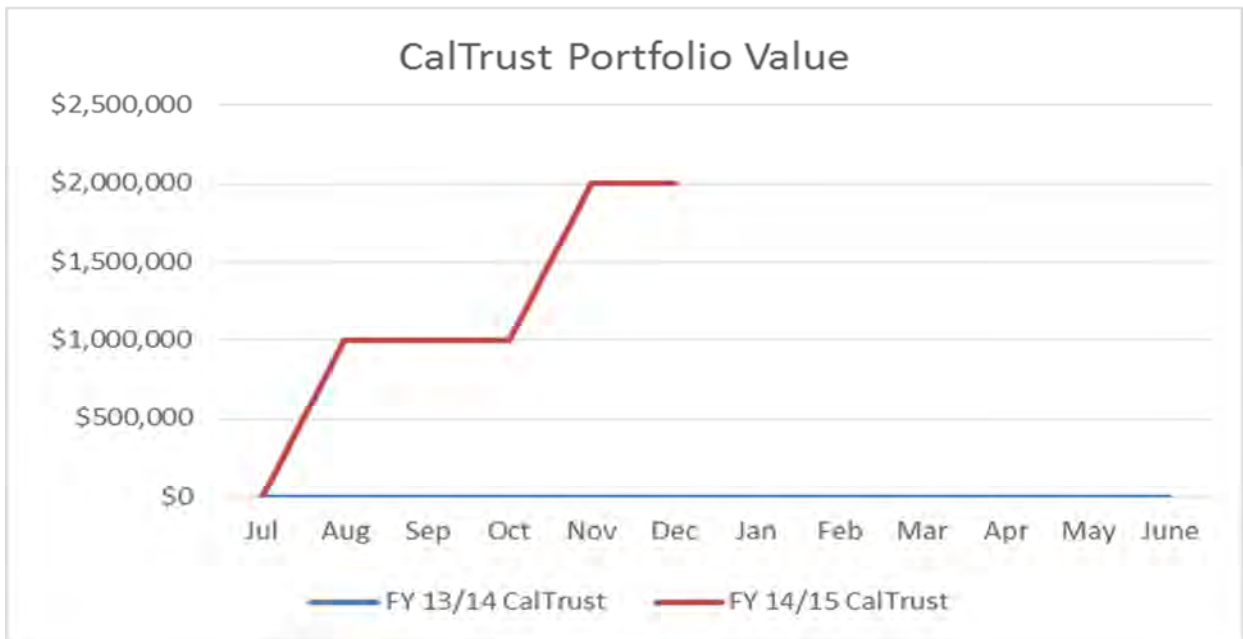
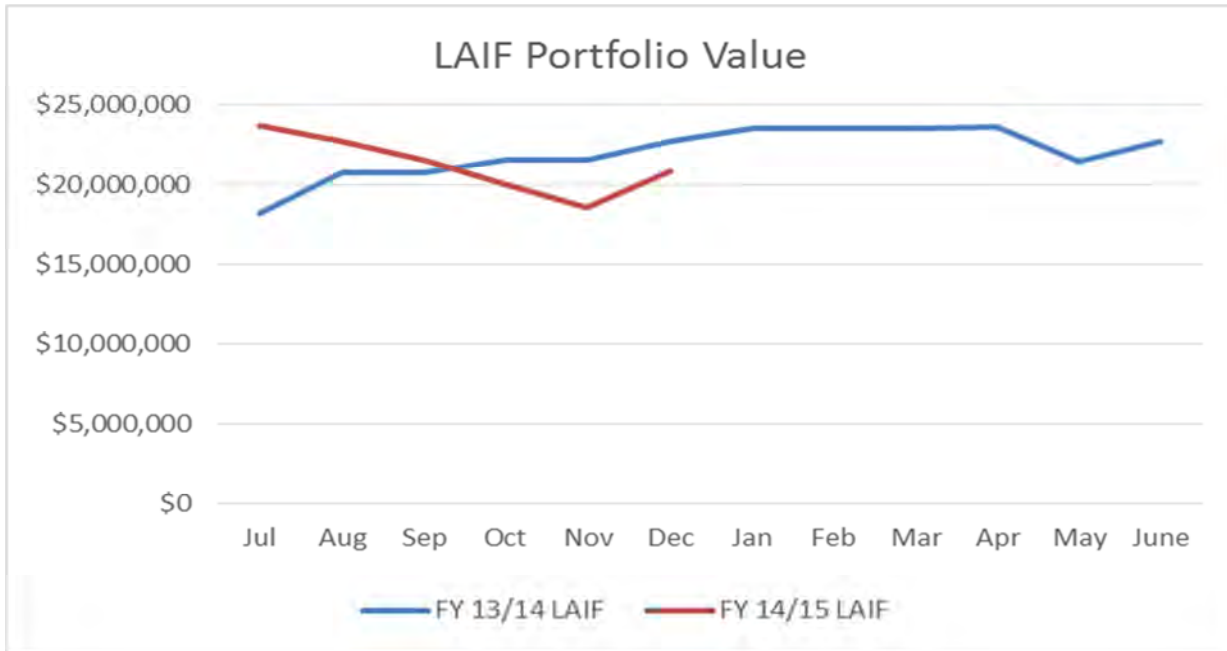


The total value of the portfolio as of November 30, 2014 is \$66.4M. This compares to a balance of \$74.7M from December 31, 2013. This year-over-year difference reflects an 11.1% decrease and is a reflection of the recent capital project outlays. The portfolio typically fluctuates as funding is needed for capital projects. The chart below shows the total portfolio value over time.

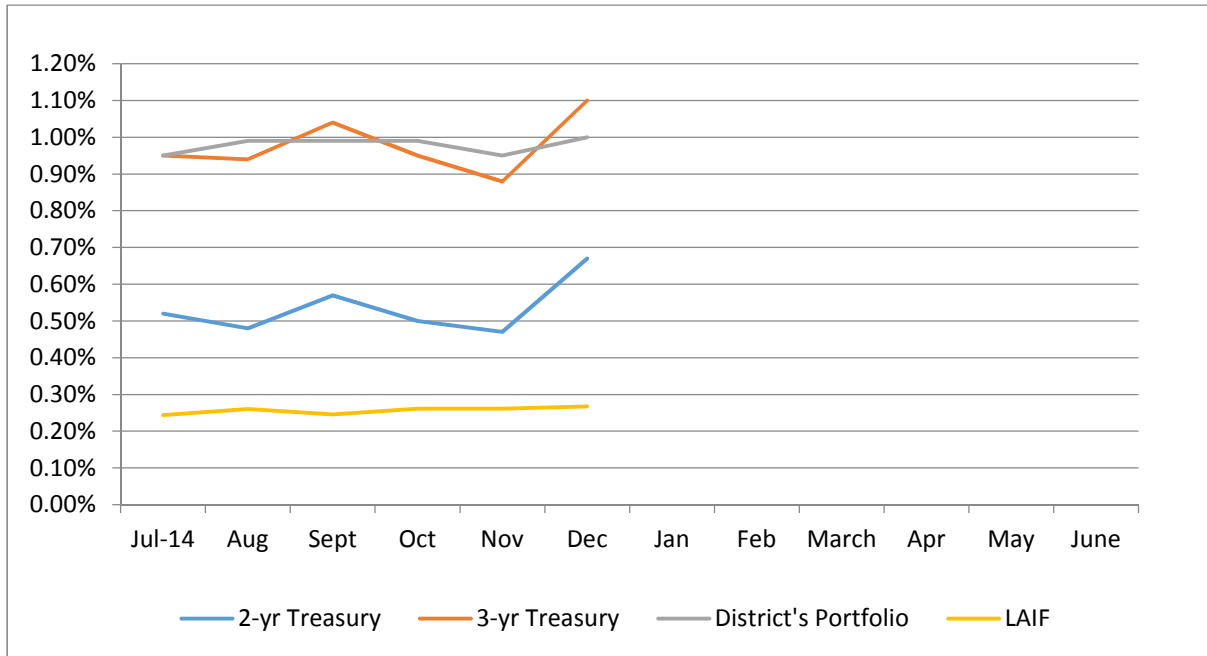


On average, the District maintains approximately 30-35% of the portfolio in LAIF and 65-70% in direct investments. The following charts show the value of the District’s Investment Portfolio, LAIF, and CalTrust. The investment portfolio had a balance of \$40.7M as of December 31, 2014, LAIF had a balance of \$20.8M, and there was a balance of \$2.0M in CalTrust. The CalTrust account was first funded in August 2014 as a means of diversifying the liquidity portion of the District’s portfolio. The charts visually show the District’s rebalancing of funds from the investment portfolio to LAIF during the last half of fiscal year 13/14 to ensure liquidity needs for the ongoing capital projects.





The following chart depicts annualized yields on the District's portfolio for FY 2014-15 in comparison to comparative benchmarks; the 2-year U.S. Treasury yield, the 3-year U.S. Treasury yield and LAIF.



Date: January 14, 2015
 To: David W. Pedersen, General Manager
 From: Finance and Administration Department
 Subject: Investment Report for the Month of December 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
2.000%	2.000%	FHLB-Bullet	03/15/11	03/30/15	1,000,000	1,000,000	1,004,480	Custodian
0.740%	0.550%	Montgomery-Muni Bond	11/29/12	04/01/15	1,004,400	1,000,000	999,900	Custodian
0.850%	0.850%	AZSHGR-Muni Bond	01/17/13	06/01/15	2,205,000	2,205,000	2,207,492	Custodian
		Sub-Total			4,209,400	4,205,000	4,211,872	

Investments Maturing After Six Months:

1.250%	1.250%	FHLMC-Callable Coupon	02/17/12	02/17/17	1,000,000	1,000,000	1,000,970	Custodian
0.670%	0.670%	FNMA-Bullet	03/26/12	08/26/15	1,000,000	1,000,000	1,002,310	Custodian
1.050%	1.050%	FFCB-Bullet	03/28/12	03/28/16	1,000,000	1,000,000	1,008,060	Custodian
1.270%	1.270%	FHLB-Bullet	03/30/12	03/02/17	1,000,000	1,000,000	1,007,790	Custodian
0.980%	0.980%	FFCB-Callable Coupon	09/18/12	09/18/17	1,000,000	1,000,000	994,810	Custodian
0.900%	0.921%	FNMA-Callable Coupon	10/25/12	10/25/17	999,000	1,000,000	989,070	Custodian
0.625%	0.700%	FHLMC-Bullet	10/26/12	11/01/16	997,040	1,000,000	997,610	Custodian
0.820%	0.860%	FFCB-Callable Coupon	10/26/12	07/11/17	998,000	1,000,000	990,290	Custodian
0.75% & Up ¹	1.045%	FNMA-Callable Coupon	11/21/12	11/21/17	1,000,000	1,000,000	997,850	Custodian
0.625%	0.625%	FNMA-Callable Coupon	11/28/12	11/28/16	2,000,000	2,000,000	1,994,740	Custodian
0.600%	0.600%	FFCB-Callable Coupon	12/13/12	12/12/16	1,000,000	1,000,000	990,280	Custodian
0.600%	0.580%	Port Auth NY&NJ-MuniBot	12/19/12	12/01/15	1,000,580	1,000,000	1,001,080	Custodian
0.600%	0.600%	FFCB-Bullet	12/27/12	12/27/16	1,000,000	1,000,000	997,330	Custodian
0.500%	0.500%	FHLB-Callable Coupon	12/28/12	06/28/16	1,000,000	1,000,000	996,400	Custodian
0.5% & Up ²	1.141%	FHLB-Callable Coupon	02/07/13	02/07/18	1,000,000	1,000,000	995,880	Custodian
1.585%	1.100%	LVNSCD-Muni Bond	02/20/13	11/01/17	1,022,130	1,000,000	999,860	Custodian
0.600%	0.600%	FNMA-Callable Coupon	02/25/13	08/25/16	1,000,000	1,000,000	994,090	Custodian
0.690%	0.690%	PST-Muni Bond	03/26/13	11/01/16	1,000,000	1,000,000	992,720	Custodian
1.000%	1.000%	FHLMC-Callable Coupon	03/26/13	03/26/18	1,000,000	1,000,000	988,620	Custodian
0.8% & Up ³	1.145%	FNMA-Callable Coupon	03/27/13	03/27/18	1,000,000	1,000,000	998,640	Custodian
0.85% & Up ⁴	1.170%	FNMA-Callable Coupon	03/28/13	03/28/18	1,000,000	1,000,000	996,820	Custodian
1.020%	1.020%	FHLMC-Callable Coupon	04/30/13	04/30/18	999,500	1,000,000	984,830	Custodian
0.950%	0.950%	FHLMC-Callable Coupon	05/22/13	05/22/18	1,000,000	1,000,000	986,510	Custodian
0.750%	0.750%	FHLMC-Callable Coupon	05/28/13	11/28/17	1,000,000	1,000,000	985,810	Custodian
0.75% & Up ⁵	1.117%	FNMA-Callable Coupon	05/29/13	05/29/18	1,000,000	1,000,000	990,650	Custodian

LVMWD Investment Report for the Month Ending December 31, 2014

Disc./Cpn Rate	Yield To Maturity	Investment Type	Date Invested	Date Matures	Book Value	Par Value	Market Value	Market Value Source
Investments Maturing After Six Months (continued):								
0.832%	0.832%	ARLDEV-Muni Bond	06/03/13	12/15/16	1,585,000	1,585,000	1,573,493	Custodian
1.250%	1.250%	FHLB-Callable Coupon	06/26/13	06/26/18	1,000,000	1,000,000	993,100	Custodian
1.870%	1.870%	FHLB-Callable Coupon	12/26/13	12/26/18	1,000,000	1,000,000	997,920	Custodian
0.625% & Up	6	FHLMC-Callable Coupon	02/05/14	02/05/18	1,000,000	1,000,000	1,000,430	Custodian
1.300%	1.300%	FHLMC-Callable Coupon	02/27/14	02/27/18	1,000,000	1,000,000	999,710	Custodian
1.800%	1.800%	FHLMC-Callable Coupon	02/27/14	02/27/19	1,000,000	1,000,000	1,002,640	Custodian
1.800%	1.800%	FHLMC-Callable Coupon	03/12/14	03/12/19	1,000,000	1,000,000	1,002,440	Custodian
2.000%	2.000%	FNMA-Callable Coupon	08/20/14	08/20/19	1,000,000	1,000,000	1,002,460	Custodian
1.500%	1.500%	FNMA-Callable Coupon	09/19/14	09/19/18	1,000,000	1,000,000	999,080	Custodian
1% & Up	7	FHLB-Callable Coupon	12/30/14	12/30/19	1,000,000	1,000,000	998,220	Custodian
Sub-Total					36,601,250	36,585,000	36,452,513	
Total Investments					40,810,650	\$40,790,000	40,664,385	

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

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

3-CPNRT=0.85% to 9/15; thereafter 1.5%.

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

7-CPNRT=1% to 12/15; 1.25% to 12/16; 2% to 12/17; 3% to 12/18; thereafter 4%.

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

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

6-CPNRT=0.625% to 2/15; 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)	\$614	0.267%
Local Agency Investment Fund (LAIF)	33,101	1.000%
CalTrust Short-Term Fund	4,643	0.267%
Reich & Tang Daily Income - US Treasury Money Market Fund	664	0.290%
Sweep Accounts (Wells Fargo Bank/Bank of New York Mellon)	1	0.010%
	16	0.010%
Total Earnings	\$39,039	

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)	\$40,810,650	61.42%	no limit
Reich & Tang Daily Income - US Treasury Money Market Fund (Union Bank)	2,757,686	4.15%	1 yr debt pmnt.
Local Agency Investment Fund (LAIF)	4,452	0.01%	no limit
CalTrust Short-Term Fund	20,866,396	31.41%	50,000,000
	1,999,539	3.01%	no limit
Total	\$66,438,723	100.00%	

(Note 2)

Note 1: The average weighted duration for investments, excluding LAIF, is 907 days, which is under the assumption that callable coupons will not be called and will be held until maturity.
 Note 2: In December 2014, Joint Powers Authority's participation in investment is \$4,868,374.95, of which \$3,051,568.26 (or 62.68%) belongs to LV.

LVMWD Investment Report for the Month Ending December 31, 2014

Bank Account Balances as of December 31, 2014:

Bank Name	Account Type	Amount
Wells Fargo Bank	Checking	\$50,000 (Note 3)
Wells Fargo Bank	Sweep	782,827
Bank of New York Mellon	Money Market	-
Total		\$832,827

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."

Approved for January 27, 2015 Agenda:


David W. Pedersen, General Manager

I HEREBY CERTIFY THAT THE FOREGOING IS TRUE AND CORRECT

TO THE BEST OF MY KNOWLEDGE

Jay Lewitt, 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



February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject: ACWA Region 8 Board: Resolution Nominating Director Len Polan (Pg. 58)

SUMMARY:

On January 27, 2015, the Board voted to support the nomination of Director Len Polan to serve on the ACWA Region 8 Board of Directors for the remainder of the 2014-15 term, and authorized staff and legal counsel to prepare a resolution expressing support for his nomination for submittal to ACWA by February 12, 2015.

Nominations require submittal of a Region Board Candidate Nomination Form signed by the candidate and a Board-adopted resolution supporting the candidate's nomination.

RECOMMENDATION(S):

Pass, approve and adopt Resolution No. 2465 and authorize the General Manager to submit the Resolution and Region Board Candidate Nomination Form to ACWA no later than February 12, 2015.

RESOLUTION NO. 2465: A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT PLACING IN NOMINATION DIRECTOR LEN POLAN AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 8 BOARD OF DIRECTORS

(Reference is hereby made to Resolution No. 2465 on file in the District's Resolution Book and by this reference the same are incorporated and made a part of hereof.)

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with the nomination. Election as a Member of the ACWA Region 8 Board of Directors would result in additional travel expenses to attend ACWA Board Meetings and other events.

Prepared By: David W. Pedersen, General Manager

ATTACHMENTS:

[Resolution No. 2465](#)

RESOLUTION NO. 2465

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT PLACING IN NOMINATION DIRECTOR LEN POLAN AS A MEMBER OF THE ASSOCIATION OF WATER AGENCIES REGION 8 BOARD OF DIRECTORS

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT as follows:

Section 1. Recitals

- (i) The Board of Directors (Board) of the Las Virgenes Municipal Water District does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).
- (ii) Director Len Polan has indicated a desire to serve as a Board Member of ACWA Region 8 Board of Directors.

Section 2. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE LAS VIRGENES MUNICIPAL WATER DISTRICT,

- (i) Does place its full and unresolved support in the nomination of Len Polan for the position of Board Member of ACWA Region 8 Board of Directors.
- (ii) Does hereby determine that the expenses attendant with the service of Len Polan in ACWA Region 8 shall be borne by the Las Virgenes Municipal Water District.

PASSED, APPROVED AND ADOPTED this 10th day of February, 2015.

Glen Peterson, President

ATTEST:

Charles Caspary, Secretary

APPROVED AS TO FORM:

Wayne K. Lemieux, District Counsel

(SEAL)



February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject: Sustainable Groundwater Management Act: Implementation Considerations (Pg. 60)

SUMMARY:

On September 16, 2014, Governor Edmund G. Brown, Jr. signed a three-bill package known as the "Sustainable Groundwater Management Act". The Act created a new structure for groundwater management in California and imposed significant new groundwater management responsibilities on local agencies. The legislation also provided for limited intervention by the State Water Resources Control Board to ensure that groundwater resources are managed in a sustainable manner.

The Act focuses primarily on groundwater basins that are designated to be "high" or "medium" priority by the California Department of Water Resources. For high and medium priority basins, a Groundwater Sustainability Plan is required by January 1, 2020, or January 1, 2022, depending on whether the basin is in a critical overdraft condition. Additionally, sustainability and elimination of adverse groundwater conditions must be reached by 2040. The work to meet these requirements is to be performed by groundwater sustainability agencies, which are required to be formed by January 1, 2017. Any local agency or combination of local agencies that overlie a groundwater basin may elect to be a groundwater sustainability agency for that basin.

Attached for reference is a summary of the Act prepared by District Counsel and a map showing the approximate boundaries of the various groundwater basins in and around the District's service area. The District overlies a portion of the Thousand Oaks Area, Russell Valley, Malibu Valley and San Fernando Valley Basins. Although the San Fernando Valley Basin is designated as medium priority, it was adjudicated in 1979 and, therefore, most of the Act's provision do not apply. Also, the District overlies only a very small portion of the basin. The remaining three basins that the District overlies are designated as very low priority.

RECOMMENDATION(S):

Consider the District's role, if any, in identifying the appropriate local agency or agencies to serve in the capacity of groundwater sustainability agency, in accordance with the Sustainable Groundwater Management Act, for the basins that the District overlies.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

GOALS:

Provide Safe and Quality Water with Reliable Services

Prepared By: David W. Pedersen, General Manager

ATTACHMENTS:

[Summary of Sustainable Groundwater Management Act](#)

[Map of Groundwater Basins](#)

Municipal Water Districts - Sustainable Groundwater Management Act

Executive Summary

On September 16, 2014, Governor Jerry Brown signed into law the Sustainable Groundwater Management Act (“Act”). This Act creates a new structure for groundwater management in California and imposes significant new groundwater management responsibilities on local agencies. The legislation also provides for limited state intervention by the State Water Resources Control Board (“SWRCB”) to ensure groundwater resources are being protected.

Affected Basins

The Act applies to local agencies with water management responsibilities in basins and sub-basins designated by the Department of Water Resources (“DWR”) as “high” or medium” priority based on the threat to the basin’s integrity. Local agencies with water management responsibilities in high or medium priority basins must form “groundwater sustainability agencies” primarily responsible for protecting groundwater quality within their jurisdictions. Affected agencies can form groundwater sustainability agencies or share in basin governance pursuant to a joint power agreement or memorandum of agreement.

The Act has limited application to adjudicated groundwater basins or to basins designated as “low” or “very low” priority. (Monitoring and reporting is required.)

Groundwater Sustainability Plan Requirements

Groundwater sustainability agencies must establish long-term water management plans with systems for monitoring and management over a 50-year planning horizon. To this end, groundwater sustainability agencies’ plans are encouraged to impose restrictions on pumping, monitor water withdrawals, track the location of wells,¹ and assess regulatory fees to pay for water management and replenishment activities. Each plan must articulate objectives to be achieved every five years. The plans must be submitted to DWR for initial approval and progress reports are to be made to DWR every five years.

Timeline

Affected local and regional agencies must form groundwater sustainability agencies by January 1, 2017. Medium and high priority basins with critical overdraft conditions must adopt sustainability plans by January 1, 2020. Other medium and high priority basins must adopt sustainability plans by January 1, 2022. Groundwater sustainability agencies must reach sustainability and eliminate adverse groundwater conditions (“undesirable results”) by 2040.

State Intervention

¹ Groundwater sustainability agencies do not have authority to issue or deny well-drilling permits without authorization from the encompassing county.

The SWRCB may adopt and enforce its own plan for a basin if a local agency is not designated as a groundwater sustainability agency by January 1, 2017 or if a groundwater sustainability agency does not prepare a compliant sustainability plan within the designated time frames.

Practical Implications

To avoid SWRCB intervention, municipal water districts with water rights in non-adjudicated high and medium priority basins must form groundwater sustainability agencies by January 1, 2017. Districts can form their own agencies and manage basins pursuant to separate coordinated plans or share in basin governance pursuant to a joint power agreement or memorandum of agreement with other local agencies.

The Act does not determine or quantify rights. Conflicts over water rights priorities are likely to arise when negotiating joint governance agreements and developing management plans. Districts electing to share in groundwater sustainability governance should initiate public outreach and coordination efforts immediately to ensure that burdens of management are fairly allocated, including cutbacks in groundwater extractions, funding pump assessments and other necessary basin replenishment.



February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Viewpoint School: 8-inch Fire Check Valve Relocation Agreement (Pg. 64)

SUMMARY:

As a part of the Viewpoint School facility expansion, an 8-inch detector check assembly is required to serve the facility's private fire system. Typically, the detector check assembly would be installed above ground and outside of the public right of way. However, due to a steep slope where the detector check is required, Viewpoint Educational Foundation requested approval to install the assembly within the public street right-of-way along Dry Canyon Cold Creek Road.

Given the circumstances, staff is amenable to the request from Viewpoint Educational Foundation provided that it obtains the necessary encroachment permit from the City of Calabasas and agrees to pay for any relocation costs should a conflict arise in the future. Attached a copy of the proposed relocation agreement, which has been reviewed by District Counsel.

RECOMMENDATION(S):

Authorize the General Manager to execute an agreement with Viewpoint Educational Foundation for future relocation costs associated with an 8-inch detector check assembly to be installed in the public right-of-way along Dry Canyon Cold Creek Road.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

GOALS:

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

Prepared By: John Zhao, P.E., Principal Engineer

ATTACHMENTS:

[8 in Fire Check Valve Relocation Agreement](#)

Recording Requested by
LAS VIRGENES MUNICIPAL WATER DISTRICT

When recorded mail to:

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

For Recorder's Use

8-IN FIRE CHECK VALVE RELOCATION AGREEMENT

THIS AGREEMENT is made as of this day of 2015,

BY AND BETWEEN

LAS VIRGENES MUNICIPAL
WATER DISTRICT, hereinafter
referred to as the "LVMWD"

AND

VIEWPOINT Educational
Foundation, a California
corporation, hereafter referred as
the "Viewpoint".

The parties agree as follows:

Section 1. Purpose and Scope

This agreement sets forth the terms and conditions for the future relocation of facilities serving Viewpoint School at 23620 Mulholland Highway, Calabasas, CA 91302 .

Section 2. Descriptions of Water Service Facilities

The facilities which are subject to this agreement are an 8-inch detection check valve and related piping system from the water transmission main to the property boundary of Viewpoint School as shown in Exhibit A

Section 3. Relocation of Water service Facilities

The 8-inch detection check valve shall be installed within the public right of way adjacent to the school property once an encroachment permit is obtained by Viewpoint from the City of Calabasas. If the city or other competent authority requires the facilities to be moved, Viewpoint shall pay for relocation costs, including but not limited to, demolition, construction, engineering and permit fees.

Section 4. **Indemnification**

The Viewpoint shall save and hold District, its officers, agents and employees free and harmless from any and all costs, liability or damages, including attorney's fees, resulting from any act or omission to act, including any negligent act, or omission to set by the Viewpoint, their agents and employees arising out of the installation of the 8-inch detection check valve within the public right of way.

Section 5. **Inurement**

The agreement shall be recorded and shall bind and benefit the parties, their successors and assigns.

THE PARTIES HAVE EXECUTED THIS AGREEMENT AS OF THE DATE FIRST ABOVE WRITTEN.

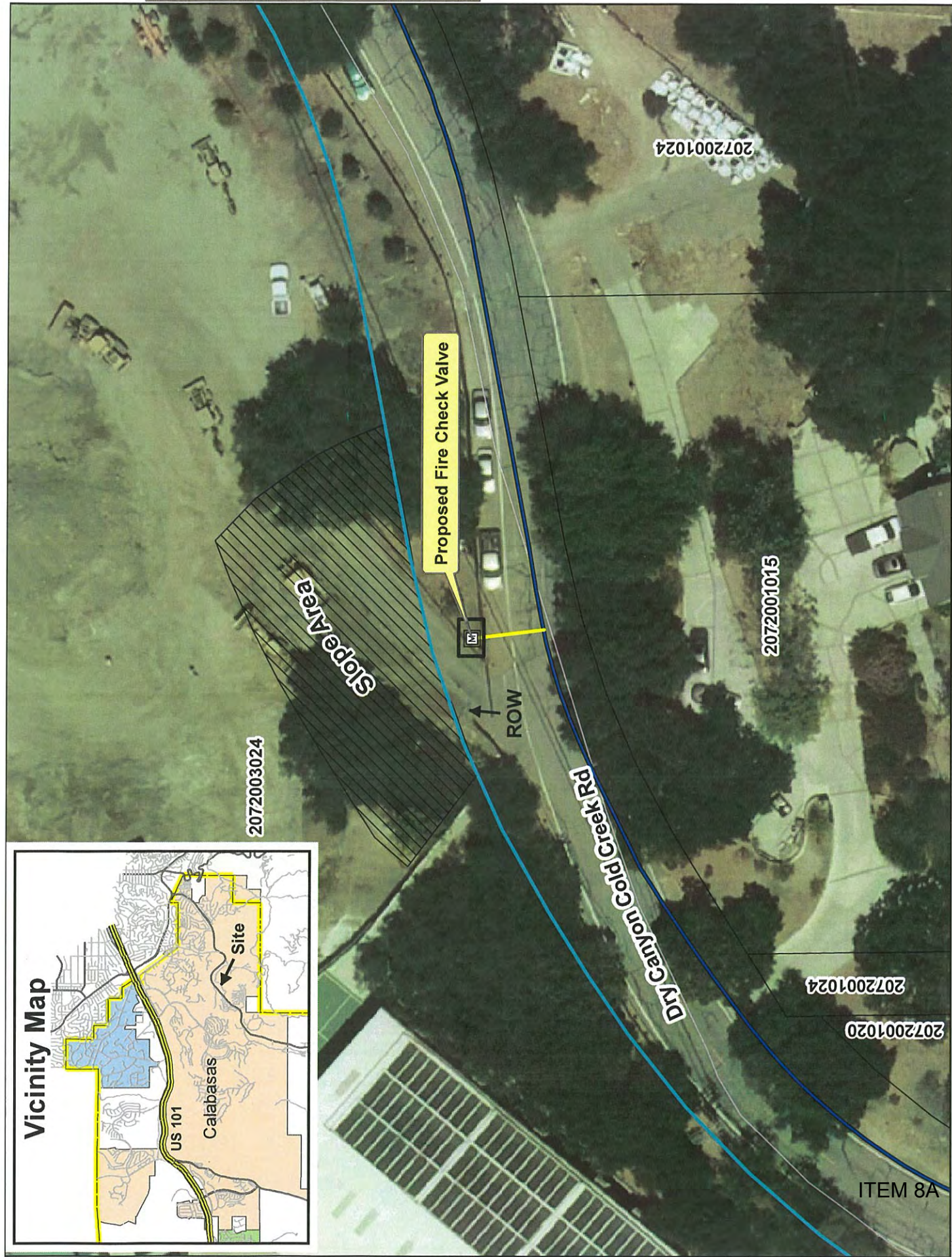
LAS VIRGENES MUNICIPAL WATER DISTRICT

BY: _____
General Manager

APPROVED AS TO FORM:

By: _____
District Counsel

Viewpoint Educational Foundation

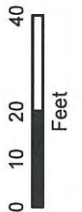
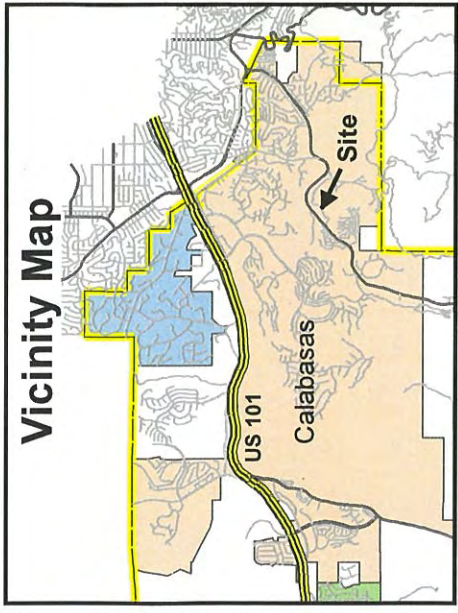


Las Virgenes Municipal Water District is not responsible for the accuracy of this presentation. This presentation is for illustrative purposes only. Verify the physical location of all property lines, water lines and ancillary information prior to use.



1 inch = 40 feet

Exhibit A: Viewpoint Educational Foundation





February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project: Final Acceptance (Pg. 68)

SUMMARY:

On October 14, 2014, the Board awarded the Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project to Toro Enterprises, Inc. in the amount of \$56,928.47. The work was recently completed at a total cost of \$51,338.28.

RECOMMENDATION(S):

Approve the execution of a Notice of Completion by the Secretary of the Board and have the same recorded; and, in the absence of claims from subcontractors and others, release the retention in the amount of \$2,566.91 within 30 calendar days after filing the Notice of Completion for the Thousand Oaks Boulevard and Liberty Canyon Road Pavement Restoration Project.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds were available in the adopted Fiscal Year 2014-15 Budget for the project.

DISCUSSION:

The project consisted of rubberized asphalt pavement restoration in two locations where water pipeline breaks had occurred within City of Agoura Hills public right of way as well as repair of a fire hydrant lateral. Two change orders were administratively approved. Change Order No. 1 was approved in the additive amount of \$1,479.40 to remove and replace a severely deteriorated hydrant valve that was discovered after the excavation of the lateral (see attached photo). Change Order No. 2 was for a deductive change order in the amount of \$7,069.59 for the elimination of Type II road slurry from the contract.

The final construction cost is summarized below:

Construction Contract: \$56,928.47

Change Order No. 1: \$1,479.40 additive

Change Order No. 2: (\$7,069.59) deductive

Total Cost: \$51,338.28

ITEM 8B

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 of Completion](#)

[Valve Corrosion Failure](#)

Las Virgenes Municipal Water District

AND WHEN RECORDED MAIL TO

Name Joanne Bodenhamer
Street Address 4232 Las Virgenes Road
City & State Calabasas CA 91302
Zip

SPACE ABOVE THIS LINE FOR RECORDER'S USE

T 420 LEGAL (9-94)

Notice of Completion

NOTICE IS HEREBY GIVEN THAT:

- 1. The undersigned is the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is Las Virgenes Municipal Water District (NAME).
3. The full address of the undersigned is 4232 Las Virgenes Road, Calabasas CA 91302
4. The nature of the title of the undersigned is (E.G., owner in fee OR vendee under contract of purchase OR lessee OR OTHER APPROPRIATE DESIGNATION).
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:
6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work of improvement herein referred to are (OR IF NO TRANSFER WAS MADE, INSERT THE WORD "none"):
7. A work of improvement on the property hereinafter described was completed on Feb 10, 2015 (DATE).
8. The name of the original contractor, if any, for the work of improvement was Toro Enterprises, Inc.
9. The property on which the work of improvement was completed is in the City of Agoura Hills, County of Los Angeles, State of California, and is described as follows:
10. The street address of the said property is None

Dated: February 10, 2015

Las Virgenes Municipal Water District

(SIGNATURE)
Daryl A. Betancur, Deputy Secretary (TYPED NAME)

VERIFICATION

I, the undersigned, say:
I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Calabasas, California, this 10th day of February, 2015

(SIGNATURE)
Daryl A. Betancur, Deputy Secretary

EM 8B

DO NOT RECORD

Recommended Procedure in the Preparation of a Notice of Completion

A notice of completion must be filed for record *within 10 days* after completion of the work of improvement (to be computed exclusive of the day of completion), as provided in section 3093, Civil Code.

The "owner" who must file for record a notice of completion of a building or other work of improvement means the owner (or his successor in interest at the date of notice is filed) on whose behalf the work was done, though his ownership is less than the fee title. For example, if A is the owner in fee, and B, lessee under a lease, causes a building to be constructed, then B, or whoever has succeeded to his interest at the date the notice is filed, must file the notice.

If the ownership is in *two or more persons as joint tenants or tenants in common*, the notice may be signed by any one of the co-owners (in fact, the foregoing form is designed for giving of the notice by only one co-tenant), but the names and addresses of the other co-owners must be stated in paragraph 5 of the form.

In paragraphs 3 and 5, the full address called for should include street number, city, county and state.

As to paragraph 6, insert the date of completion of the work of improvement as a *whole* if applicable. However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, strike the words "a work of improvement" and insert a general statement of the kind of work done or materials furnished pursuant to such contract (e.g. "The foundations for the improvements").

If the notice is to be given as a notice of completion of the work of improvement as a *whole*, insert the name of the prime contractor, if any, in paragraph 7. No contractor's name need be given if there is no general contractor, e.g., on so-called "owner-builder jobs". However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, insert the name of the contractor who performed that particular contract.

Paragraph 8 should be completed only where the notice is signed by a successor in interest of the owner who caused the improvement to be constructed.

In paragraph 9, insert the *full legal* description, not merely a street address or tax description. Refer to deed or policy of title insurance. If the space provided for description is not sufficient, a rider may be attached.

In paragraph 10, show the street address, if any, assigned to the property by any competent public or governmental authority.

**NOTICE
OF COMPLETION**

CHICAGO TITLE COMPANY



WESTERN DIVISION HEADQUARTERS
245 S. LOS ROBLES AVENUE, SUITE 105
PASADENA, CALIFORNIA 91101-2820
(818) 432-7600

CHICAGO TITLE COMPANY







February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Vehicle No. 833: Engine Replacement (Pg. 73)

SUMMARY:

Vehicle No. 833 is a 1999 Chevrolet 7500 heavy-duty utility service truck. It is the main service truck used by construction crews when responding to leaks and other underground service requests. In November 2014, the vehicle experienced an engine coolant leak located near the engine's water pump. During the water pump repair, it was discovered that a crack had developed in the main Caterpillar engine block around the thermostat housing. As a result, the vehicle requires major engine repairs.

Staff requested repair quotes from several different heavy-duty vehicle repair facilities. However, all of the facilities directed staff to the original engine manufacturer's service center, Quinn Power Systems in Oxnard. A quote was received from Quinn Power Systems, in the amount of \$27,558.10, to install a rebuilt engine for the vehicle. The amount includes a discount for an engine block core change and a three-year manufacturer's warranty covering all parts and labor.

Vehicle No. 833 is otherwise in good physical and mechanical condition and, therefore, not ready for replacement. Nevertheless, for comparison purposes, a replacement vehicle would cost approximately \$150,000. Attached for reference are photographs of the vehicle.

RECOMMENDATION(S):

Waive formal bidding requirements and authorize the General Manager to issue a purchase order, in the amount of \$27,558.10, to Quinn Power Systems to install a rebuilt engine for Vehicle No. 833.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funding for this work is available in the adopted Fiscal Year 2014-15 Budget.

Prepared By: Darrell Johnson, Facilities Maintenance Supervisor

ATTACHMENTS:

[Photos of Vehicle No. 833](#)

Vehicle No. 833





February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: J.D. Edwards Software: Annual Support and Maintenance Agreement (Pg. 75)

SUMMARY:

The District has used J.D. Edwards (JDE) financial software since 1996. The JDE modules include general accounting, job cost, accounts payable, inventory, purchasing, human resources, and payroll. In 2005, JDE was purchased by Oracle Corporation, and Oracle has been providing support and upgrades for the software since that time.

The current annual support and maintenance agreement for the District's licensed JDE software expires on February 22, 2015. A current support and maintenance agreement must be in place in order for staff to continue using the software. Oracle requires a purchase order for the entire renewal in advance of the current agreement expiration. Invoices are provided quarterly in arrears.

RECOMMENDATION(S):

Authorize the General Manager to execute an annual support and maintenance agreement with Oracle Corporation in the amount of \$65,681.41, plus applicable taxes, for the District's J.D. Edwards financial software.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are available in the adopted Fiscal Year 2014-15 Budget and will be proposed in future year budgets.

DISCUSSION:

A new annual support and maintenance agreement is necessary to ensure Oracle will continue to provide support, maintenance and upgrades for the JD Edwards software. This will provide essential business continuity for the District and ensure the District's software suite is operating properly. Licensing and maintenance of the JD Edwards software is a proprietary product that is exclusively available through Oracle. Technical support is not proprietary, but the District has found it to be efficient to maintain the support through Oracle as part of the overall support and maintenance agreement.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Joseph Lillio, Finance Manager

ATTACHMENTS:

[Support Agreement](#)

ORACLE®

GENERAL INFORMATION

OFFER EXPIRATION		ORACLE: Oracle America, Inc.	
Support Service Number:	3976942	Oracle Support Sales Representative:	Lisa Kinsman
Offer Expires:	22-Feb-15	Telephone:	916-315-5770
		Fax:	916-315-3020
		E-mail:	lisa.kinsman@oracle.com
CUSTOMER: Las Virgenes Municipal Water District			
CUSTOMER QUOTE TO		CUSTOMER BILL TO	
Account Contact:	Harold Matthews	Account Contact:	Accounts Payable.
Account Name:	Las Virgenes Municipal Water District	Account Name:	Las Virgenes Municipal Water District
Address:	4232 Las Virgenes Road CALABASAS CA 91302 United States	Address:	4232 Las Virgenes Road CALABASAS CA 91302 United States
Telephone:	818 251-2100	Telephone:	-818-251-2100
Fax:	@	Fax:	@
E-mail:	hmatthews@lvmwd.com	E-mail:	@

"You" and "Your" as referenced in this ordering document refers to the Customer identified in the table above.

Oracle may provide certain notices about technical support services via e-mail. Accordingly, please verify and update the Customer Quote To and Customer Bill To information in the above table to help ensure that You receive such communications from Oracle. If changes are required to the Customer Quote To and Customer Bill To information, please e-mail or fax the updated information, with Your support service number 3976942, to Your Oracle Support Sales Representative identified in the table above.

SERVICE DETAILS

Program Technical Support Services							
Service Level: Software Update License & Support							

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Capital Asset Management (included in Suite)	16703721	48		LIMITED USE OTHER	23-Feb-15	22-Feb-16	7,014.59
JD Edwards EnterpriseOne System Foundation (included in Suite)	16703721	48		FULL USE	23-Feb-15	22-Feb-16	440.74
JD Edwards EnterpriseOne Real Estate Management (included in Suite)	16703721	48		FULL USE	23-Feb-15	22-Feb-16	10,624.30
JD Edwards EnterpriseOne Financials (included in Suite)	16703721	48		FULL USE	23-Feb-15	22-Feb-16	7,091.66
JD Edwards EnterpriseOne Inventory Management (included in Suite)	16703721	48		FULL USE	23-Feb-15	22-Feb-16	5,068.75
JD Edwards EnterpriseOne Service Management Foundation (included in Suite)	16703721	48		FULL USE	23-Feb-15	22-Feb-16	3,419.13
JD Edwards EnterpriseOne Contract and Service Billing (included in Suite)	16703721	48		FULL USE	23-Feb-15	22-Feb-16	4,297.57
JD Edwards EnterpriseOne Procurement and Subcontract Management (included in Suite)	16703721	48		FULL USE	23-Feb-15	22-Feb-16	6,089.84
JD Edwards EnterpriseOne Project Costing (included in Suite)	16703721	48		FULL USE	23-Feb-15	22-Feb-16	5,165.08

Program Technical Support Fees: USD 49,211.66

Program Technical Support Services							
Service Level: Software Update License & Support							

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Payroll - Employee Perpetual	16703721	125		FULL USE	23-Feb-15	22-Feb-16	3,192.44
JD Edwards EnterpriseOne Technology Foundation - Application User Perpetual	16703721	48		FULL USE	23-Feb-15	22-Feb-16	8,335.94
JD Edwards EnterpriseOne Time and Labor - Employee Perpetual	16703721	125		FULL USE	23-Feb-15	22-Feb-16	994.20

Program Technical Support Services							
Service Level: Software Update License & Support							

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Human Resources - Employee Perpetual	16703721	125		FULL USE	23-Feb-15	22-Feb-16	3,947.17

Program Technical Support Fees: USD 16,469.75

Total Price: USD 65,681.41

Plus applicable tax

Please note the following:

- If You have questions regarding the Service Details section of this ordering document, or believe that corrections are required, please contact Your Oracle Support Sales Representative identified on the first page of this ordering document.
- Please review Oracle's technical support policies, including the Lifetime Support Policy, before entering into this ordering document. Under Oracle's Lifetime Support Policy, the support level for an Oracle product, if applicable, may change during the term of the services purchased under this ordering document. If extended support is offered, an additional fee will be charged for such support if ordered. If You would like to purchase extended support please contact Your Oracle Support Sales Representative identified on the first page of this ordering document.
- If Oracle accepts Your order, the start date set forth in the Service Details table above shall serve as the commencement date of the technical support services and the technical support services ordered under this ordering document will be provided through the end date specified in the table for the applicable programs and/ or hardware.
- If any of the fields listed in the Service Details table above are blank, then such fields do not apply for the applicable programs and/or hardware for which You are purchasing technical support services.

TECHNICAL SUPPORT SERVICES TERMS

If the Customer and the Customer Quote To name identified in the General Information table above are not the same, Las Virgenes Municipal Water District represents that Customer has authorized Las Virgenes Municipal Water District to execute this ordering document on Customer's behalf and to bind Customer to the terms described herein. Las Virgenes Municipal Water District agrees that the services ordered are for the sole benefit of Customer and shall only be used by Customer. Las Virgenes Municipal Water District agrees to advise Customer of the terms of this ordering document as well as any communications received from Oracle regarding the services.

If the Customer and the Customer Bill To name identified in the General Information table above are not the same, Customer agrees that: a) Customer has the ultimate responsibility for payments under this ordering document; and b) any failure of Las Virgenes Municipal Water District to make timely payment per the terms of this ordering document shall be deemed a breach by Customer and, in addition to any other remedies available to Oracle, Oracle may terminate Customer's technical support service under this ordering document.

Technical support is provided under Oracle's technical support policies in effect at the time the services are provided. The technical support policies are subject to change at Oracle's discretion; however, Oracle will not materially reduce the level of services provided for supported programs and/or hardware during the period for which fees for technical support have been paid. You should review the technical support policies prior to entering into this ordering document. The current version of the technical support policies may be accessed at <http://www.oracle.com/us/support/policies/index.html>.

The technical support services acquired under this ordering document are governed by the terms and conditions of the US-GMA-270549 ("agreement"). Any use of the programs and/or hardware, which includes updates and other materials provided or made available by Oracle as a part of technical support services, is subject to the rights granted for the programs and/or hardware set forth in the order in which the programs and/or hardware were acquired.

This ordering document incorporates the agreement by reference. In the event of inconsistencies between the terms contained in this ordering document and the agreement, this ordering document shall take precedence.

ORDER PROCESSING DETAILS

Your order is subject to Oracle's acceptance. Your order is deemed to be placed when You provide Oracle with details for payment (e.g., Your purchase order, Your check, or a credit card confirmation for the order as detailed below) or an executed Oracle Financing contract. Once placed, Your order shall be non-cancelable and the sums paid nonrefundable, except as provided in the agreement.

Please note that if the pre-tax value of this ordering document is USD \$2,000 or less, the technical support services ordered (i) must be paid by credit card; or (ii) You must renew Your support via the Oracle Store. Please contact Your Oracle Support Sales Representative for details regarding renewing Your support via the Oracle Store.

Technical Support fees are invoiced Quarterly in Arrears. All fees payable to Oracle are due within NET 30 DAYS from date of invoice.

Oracle will issue an invoice to You upon receipt of a purchase order or a form of payment acceptable to Oracle. You agree to pay any sales, value-added or other similar taxes imposed by applicable law, except for taxes based on Oracle's income. If Las Virgenes Municipal Water District is a tax exempt organization, a copy of Las Virgenes Municipal Water District's tax exemption certificate must be submitted with Las Virgenes Municipal Water District's purchase order, cheque, credit card or other acceptable form of payment

Purchase Order

If the technical support services on this ordering document will be ordered and paid under a purchase order, the purchase order must include the following information:

- Support Service Number: 3976942
- Total Price: USD 65,681.41 (excluding applicable tax)
- Local Tax, if applicable

In issuing a purchase order, Las Virgenes Municipal Water District agrees that the terms of this ordering document and the agreement supersede the terms in the purchase order or any other non-Oracle document, and no terms included in any such purchase order or other non-Oracle document shall apply to the technical support services ordered under this ordering document.

Please e-mail or fax the purchase order to Oracle in accordance with the Remittance Details section below.

Check

If the technical support services on this ordering document will be ordered and paid by check, the check must include the following information:

- Support Service Number: 3976942
- Total Price: USD 65,681.41 (excluding applicable tax)
- Local Tax, if applicable

In issuing a check, Las Virgenes Municipal Water District agrees that only the terms of this ordering document and the agreement shall apply to the technical support services ordered under this ordering document. No terms attached or submitted with the check shall apply.

Please mail check payments in accordance with the Remittance,Details section below.

Credit Card Confirmation

If the technical support services on this ordering document will be ordered and paid by credit card, please complete the information in this section and return it to Oracle in accordance with the Remittance Details section below. The credit card used to make payment must be valid for the entire support services term. Please note that Oracle is unable to process credit card transactions of USD \$100,000 or greater or transactions that are not in USD.

Credit Card Number

Credit Card Type (Visa, MasterCard, AMEX, JCB (for Japan only))

Expiration Date

Billing Address (associated with Credit Card)

City, State, and Zip (associated with Credit Card)

Authorized Signature

Name (as it appears on the credit card)

In issuing this credit card confirmation, Las Virgenes Municipal Water District agrees that only the terms of this ordering document and the agreement shall apply to the technical support services ordered under this ordering document. No terms attached or submitted with the credit card confirmation shall apply.

Remittance Details

Purchase orders, credit card details, or payment confirmation for the technical support services ordered under this ordering document should be sent to:

Attn: Lisa Kinsman
Oracle Support Services
Fax: 916-315-3020
E-mail: lisa.kinsman@oracle.com

Checks for the technical support services ordered under this ordering document should be sent to:

AK, AZ, CA, HI, ID, NV, OR, UT, WA:

Oracle America, Inc
PO Box 44471

San Francisco, CA 94144-4471

All Other States:

Oracle America, Inc
PO Box 203448
Dallas, TX 75320-3448



February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Fiscal Year 2013-14 Popular Annual Financial Report (Pg. 83)

SUMMARY:

The District has a tradition of ensuring the transparency of its operations and has consistently sought ways to improve the dissemination of information to its customers and stakeholders. This year, staff prepared a Popular Annual Financial Report to provide customers with a high-level narrative and financial information regarding the District's operations during the prior fiscal year.

RECOMMENDATION(S):

Receive and file the Fiscal Year 2013-14 Popular Annual Financial Report

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

The District has consistently promoted transparency in its operations. This commitment was recognized by the California Special Districts Association in October 2013, when the District received the Transparency Certificate of Excellence.

Over the past year, the District has sought to further transparency through revisions to its various financial reports. This year, staff prepared and published its first Popular Annual Financial Report (PAFR). The PAFR is promoted by the Government Finance Officers Association (GFOA) as a means to make important financial data currently presented in the Comprehensive Annual Financial Report (CAFR) available to a broader audience. This objective is accomplished by producing a report that includes a narrative of the District's activities during the prior fiscal year with high level financial data to provide the District's customers with an easy-to-understand annual report.

The PAFR is currently available on the District's website at: <http://www.lvmwd.com/home/showdocument?id=4769>.

The District will also be highlighting the PAFR in the next edition of *Current Flow* and via an email to interested stakeholders.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Donald Patterson, Director of Finance and Administration

ATTACHMENTS:

[Popular Annual Financial Report](#)

Drought and Your Water Supply



Popular Annual Financial
Report FY 2013-14



Board of Directors
for Fiscal Year 2013-14



Charles P. Caspary
Division 1



Glen D. Peterson
Division 2



Lee Renger
Division 3



Leonrad E. Polan
Division 4



Barry S. Steinhardt
Division 5

A Letter from the General Manager

Drought and Your Water Supply

“Normal” seems to be a fleeting term when applied to managing California’s water resources. The 122 square miles served by Las Virgenes Municipal Water District (LVMWD) rely entirely upon imported potable water resources. This report covers Fiscal Year (FY) 2013-14 (July 1, 2013 – June 30, 2014), a period that found California entering a third consecutive year of record drought conditions.

In “normal times”, a water agency is focused on its primary mission: providing high-quality reliable service, protecting public health and safety, delivering water to where it is needed, maintaining systems and providing “around the clock” services to its customers. However, in a time of drought, the District takes on additional functions to encourage greater water-use efficiency. It serves as the buffer between dwindling reserves and customer demand. It must continue its core mission, but amplify its conservation efforts by offering additional incentive and rebate programs to promote water-use efficiency, educating customers, restricting usage and enforcing those restrictions, when necessary.

Time and again, Californians have shown they are resilient. They adapt and make collective efforts in the face of a crisis. LVMWD customers are no different. Over time, they have repeatedly responded to the call to conserve, as they did during the last period of shortage, reducing their usage by more than 20 percent.

Yes, there has been a persistent drought – but during FY 2013-14, LVMWD met the challenge, managing the available water resources, personnel, outreach programs and importantly, its financial and administrative functions, in a manner that maintained services without the need for water allocations, unscheduled rate increases, rationing or penalty structures.

Along with 25 others, LVMWD is a member agency of the Metropolitan Water District of Southern California (MWD). Serving some 19 million people, MWD has made substantial investments in water storage that have been instrumental in reducing the effects of drought. A portion of each customer’s water bill has financed these investments, helping Southern California bridge the gap between periods of reduced supplies and customer demands.

Apart from drought management, LVMWD must operate each of its three enterprises, Potable Water, Sanitation and Recycled Water, in a manner that is reliable and financially sound. Each enterprise must function as an independent financial entity; however, customers benefit through the use of shared personnel and administrative resources. In FY 2013-14, the District also engaged in forward-looking planning, invested in needed infrastructure and executed scheduled maintenance programs for its existing assets.

This report illustrates how LVMWD used its financial resources to provide services that make a high quality of life possible for the residents, businesses and educational institutions in its Western Los Angeles County service area. As a governmental entity, LVMWD does not have shareholders or investors who expect a dividend on their investments. Instead, the District is operated for the benefit of you, its customers, who pay for the cost of operating the system. I invite you to examine this document for an overview of how your funds were used. Readers who seek more detail may also view our Comprehensive Annual Financial Report and the District’s annual budget; both are available on the District’s website at www.LVMWD.com.

Sincerely,



David W. Pedersen, P.E.
General Manager

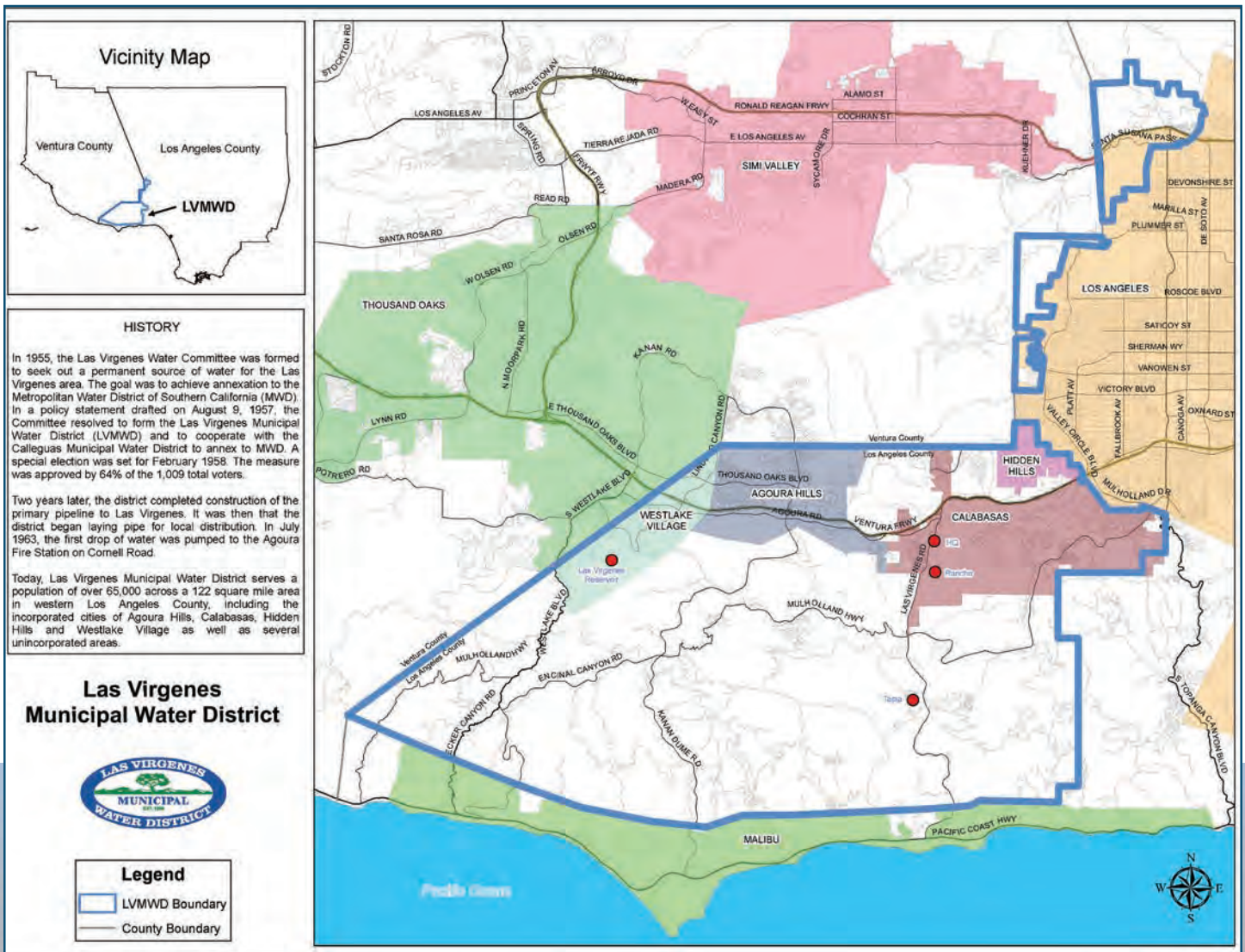


ITEM 9C

About Las Virgenes Municipal Water District

Founded in 1958, Las Virgenes Municipal Water District (LVMWD) provides potable water, wastewater treatment and recycled water services in a 122 square-mile service area in Western Los Angeles County. The District is bordered on the north and west by the Ventura County line, to the south by the City of Malibu and to the east by the City of Los Angeles. LVMWD serves a population of approximately 70,000 in the cities of Agoura Hills, Calabasas, Hidden Hills, Westlake Village and surrounding unincorporated areas of Los Angeles County.

LVMWD is organized under the Municipal District Law of 1911 (California Water Code 71000). A five-member Board of Directors governs the district, each representing one of five divisions. The directors serve overlapping four-year terms. The board selects, from among its members, officers and a representative to the Board of Directors of Metropolitan Water District of Southern California. Board meetings are open to the public and held on the second and fourth Tuesday of each month at 5 p.m. at LVMWD Headquarters. Board meetings are also recorded and can be viewed online through the District's website.



LVMWD provides potable water, recycled water, and sanitation services to its customers. Because of regulations passed over the last several decades, most notably Proposition 218 in 1996 and, more recently, Proposition 26 in 2011, the rates and fees the District charges must have a direct link to each service it provides. In other words, potable water revenue must be used to manage and operate the potable water service, recycled water revenue must be used to manage and operate the recycled water service, and sanitation revenue must be used to manage and operate the sanitation service. The District, through its financial systems and processes ensures compliance with these requirements.

With the restrictions noted above, it is important that the District report each enterprise separately in its various financial reports. This Popular Annual Financial Report summarizes financial information for each of the District's three enterprises. Readers who seek additional detail should review the District's Comprehensive Annual Financial Report at <http://www.lvmwd.com/about-us/adopted-budget-and-annual-financial-reports>.

This Popular Annual Financial Report represents LVMWD's latest commitment to transparency in its operations and governance. Additional information, including the District's Annual Budget, Comprehensive Annual Financial Reports (CAFR), planning documents and more can be found at www.LVMWD.com. In FY 2013-14, LVMWD was awarded the District Transparency Certificate of Excellence by the Special District Leadership Foundation and the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) of the United States and Canada, for its CAFR.



THE LAS VIRGENES – TRIUNFO JOINT POWERS AUTHORITY (JPA) PROVIDES SANITATION SERVICES FOR ITS CUSTOMERS AND TREATS WASTEWATER AT THE TAPIA WATER RECLAMATION FACILITY. BIOSOLIDS REMOVED DURING THE WASTEWATER TREATMENT PROCESS ARE FURTHER TREATED AT THE RANCHO LAS VIRGENES COMPOSTING FACILITY. BOTH OF THOSE FACILITIES ARE JOINTLY OWNED AND OPERATED BY THE LAS VIRGENES TRIUNFO JOINT POWERS AUTHORITY THAT IS COMPRISED OF LVMWD AND THE TRIUNFO SANITATION DISTRICT, THE LATTER OF WHICH SERVES ADJACENT AREAS OF SOUTHEASTERN VENTURA COUNTY. THIS PARTNERSHIP CREATES EFFICIENCIES IN THE DELIVERY OF SANITATION SERVICES FOR BOTH SERVICE AREAS. THE SANITATION ENTERPRISE CHARGES REFLECTED IN THIS REPORT REFLECT THE TOTAL COST AND REVENUE TO PROVIDE THESE SERVICES FOR LVMWD CUSTOMERS.

ITEM 9B

The Potable Water Enterprise

In FY 2013-14, LVMWD provided potable water service to some 20,000 customers, most of which (18,000) are residential. In addition to drinking water, the potable water system also provides fire protection for the service area.

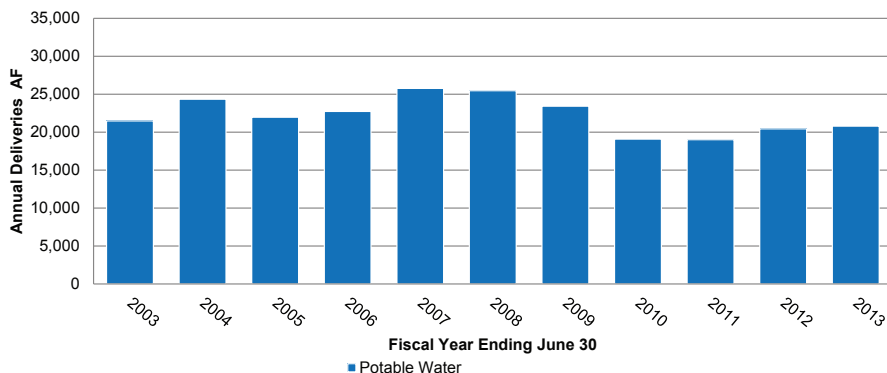
Drought Response and Water Use Efficiency

As California’s statewide drought extended into a third year, Las Virgenes Municipal Water District called upon its customers to again reduce their usage.

LVMWD is entirely dependent upon imported potable water resources; there are no local supplies, such as groundwater aquifers or streams that can provide drinking water

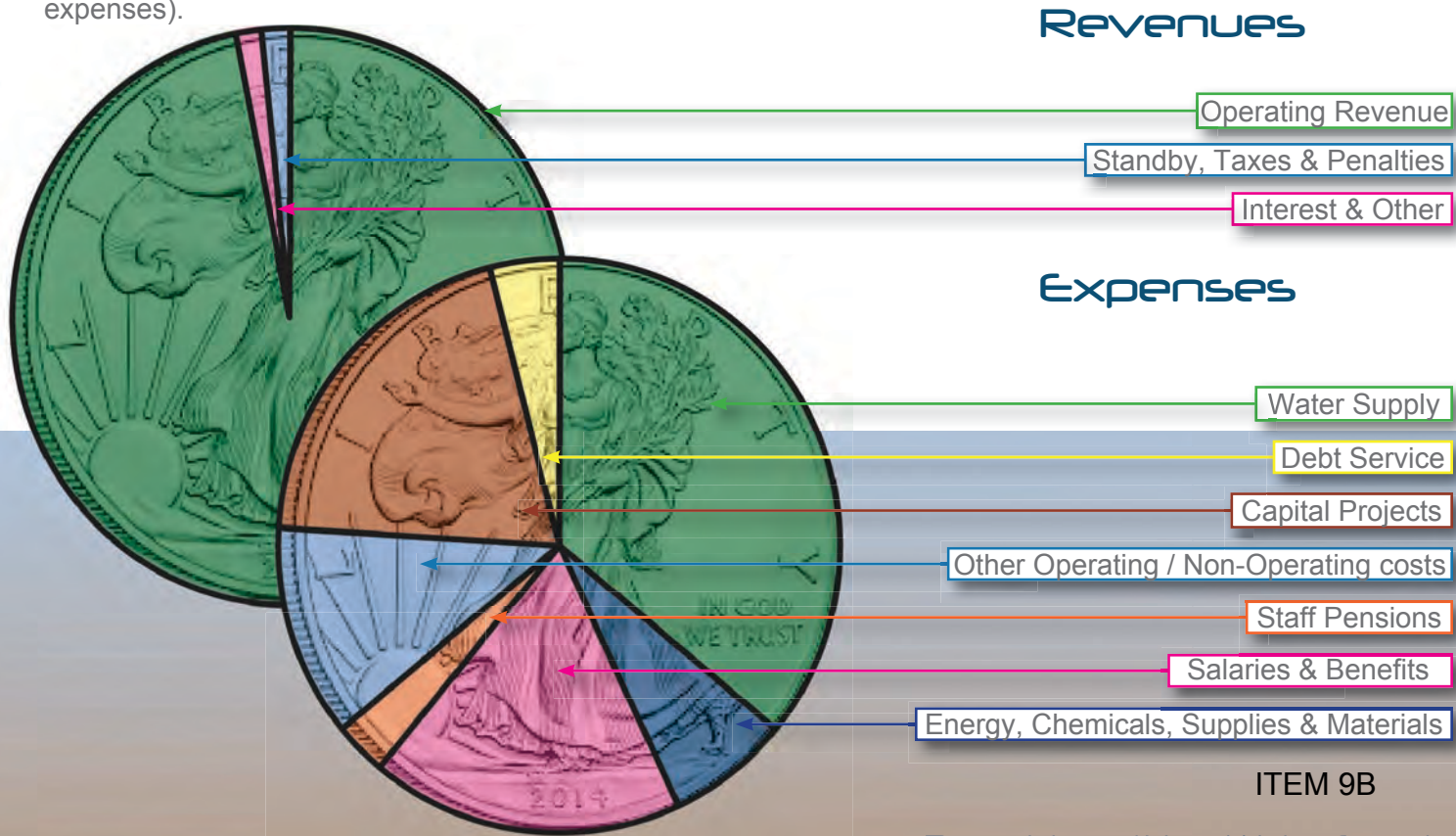
The previous drought of 2009 saw customers decrease water use by more than 20 percent. A significant number of customers made permanent changes in their usage patterns and greater water use efficiency.

L V M W D
POTABLE WATER
2003 - 2013



Impact on Revenues

Typically, when customers reduce usage, water utilities are pressed to cover operating expenses at a time when customer billings are decreasing. LVMWD adopted a new three-year rate schedule in 2012, which was instrumental in helping to recover a greater portion of the District’s fixed costs (labor, maintenance, utility expenses).



Supply and Demand

In contrast to drought periods prior to 2001, Southern California was better equipped to mitigate the impacts of drought through a number of measures that were put in place for the conditions experienced in FY 2013-14.

- The Metropolitan Water District of Southern California (MWD) had significant storage in place, including the large Diamond Valley Lake reservoir near Hemet.

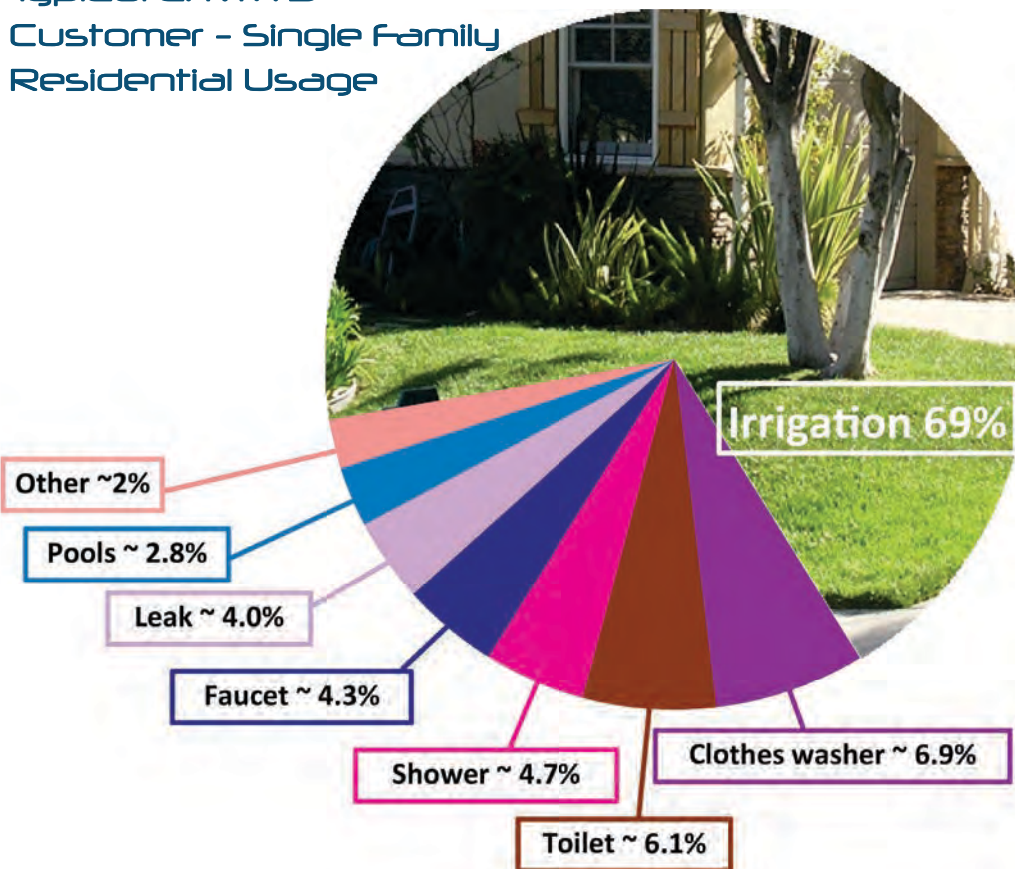
- The State Water Project had significant reserves at Lake Oroville in Northern California.
- MWD’s supply portfolio includes the Colorado River Aqueduct, bringing in resources stored at Lake Mead.

These investments and others assured MWD’s member agencies reliable supplies through FY 2013-14.

Water Use Efficiency Measures

In FY 2013-14 LVMWD increased its conservation messaging to customers through a number of methods, including customer billing statement mailings, rebate programs for water saving devices and lawn replacement, newspaper advertising, the LVMWD website, social media, garden and landscape classes, school education programs and information booths at community events throughout the year. The main focus in the District’s conservation efforts is outdoor water usage, which is the largest single category of how water is used.

Typical LVMWD Customer - Single Family Residential Usage



While drought intensifies the focus on greater water use efficiency, in 2009 the state passed a comprehensive package of water legislation that requires urban water suppliers to achieve a 20 percent reduction in use by 2020, based on usage measured in the 2004-06 base years. Failure to comply with the goal would make an agency ineligible for state grants or loans. While LVMWD has made significant progress toward the goal, more remains to be done in order to gain compliance.



The Potable Water Supply System

LVMWD has no local potable water source; all drinking water must be imported. As a member agency of the Metropolitan Water District of Southern California, the District typically receives water delivered through Metropolitan from the State Water Project, traveling nearly 500 miles to reach customers in the service area.

Reliable delivery to customers can only be achieved through a well-engineered and maintained distribution system. Medium and long-term needs are continually evaluated and the findings are published in the Infrastructure Investment Plan and the Potable Water Master Plan. These forward-looking documents are the foundations for projects that may be needed to address the District's needs. These documents are available for review on the District's website (<http://www.lvmwd.com/other-services/technical-services-planning-engineering/master-plans-and-engineering-documents>).

In FY 2013-14, LVMWD engaged in significant construction efforts aimed at improving the flow of water along its “backbone” supply lines.

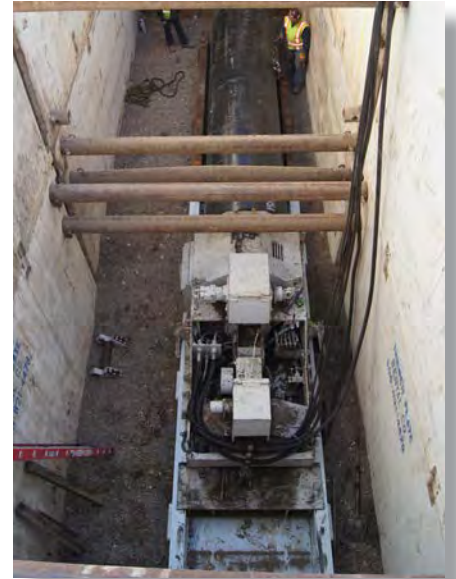
Calabasas Pipeline – a new 30-inch pipeline was installed along Mureau Road and then south to Agoura Road in Calabasas, providing greater flow to and from the 8-million gallon Calabasas Tank. (See photos on next page)

5-Million Gallon Storage Tank at Las Virgenes Reservoir in Westlake Village. This project is at the terminal end of the “backbone” and will provide a ready source of potable water to meet demands for daily usage, fire suppression and emergencies. Completion is expected by June 2015. (See photos below)



Open House visitors were briefed on every aspect of the 5-Million Gallon Tank Project at Las Virgenes Reservoir





In addition to scheduled capital projects, the District engaged in ongoing system maintenance and responded to an unanticipated situation on a busy commercial section of Calabasas Road in that city, where two significant water main breaks occurred. To avoid future problems, a “slip lining” technique was used, where a new line was drawn through the existing main, eliminating the need to use conventional trenching to replace the line. The work was done at night to minimize disruption, earning the praise of city officials and recognition from the American Public Works Association as its “Project of the Year” for 2013.



The Sanitation (Wastewater Treatment) Enterprise

Each day, the Tapia Water Reclamation Facility is prepared to treat some nine million gallons of wastewater to stringent standards that are protective of public health and the environment. Under the terms of a National Pollutant Discharge Elimination System permit issued by the Los Angeles Regional Water Quality Control Board, the District must treat and recycle wastewater to stringent state standards. The facility's location within the sensitive environment of the Malibu Creek watershed brings challenges to its operation.

As with many agencies across the country, aging infrastructure built in the 1960s and 70s presents a cost driver that saw the District invest in rehabilitating its Primary Sedimentation Tanks at the Tapia Water Reclamation Facility.

During FY 2013-14, the District also commenced construction on a third biosolids digester at the Rancho Las Virgenes Composting Facility. The Facility treats all the biosolids generated from wastewater treatment at Tapia.



Primary Sedimentation Tank Rehabilitation Project

The new digester will add to the capacity of the process and will also allow for maintenance to be performed on the two original digester units, which have been in continual operation since their construction in 1993.

The drought has also had cost impacts on operations at the wastewater treatment enterprise. Under “normal” operating conditions, excess treated effluent may not be discharged to Malibu Creek from April 15 to November 15

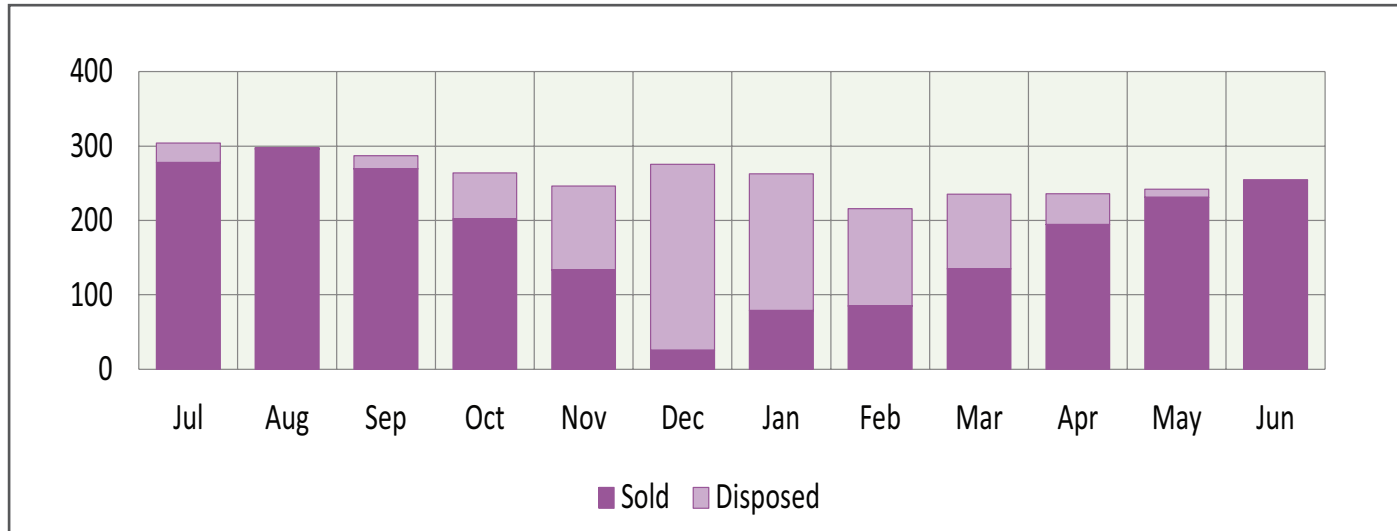


each year. One exception to this rule is when the flows measured at the L.A. County station fall below 2.5 cubic feet per second for a sustained period the District must discharge in order to provide aquatic habitat for threatened species such as the steelhead trout and the tidewater gobi downstream. In the past, this requirement has resulted in temporary discharges until creek flow levels increased beyond the threshold. In FY 2013-14, the creek augmentation discharge of Recycled Water began in June 2013 and was sustained through the remainder of the “prohibition” period in mid-November.

During times of peak demand, (July, August, September) the District normally sells its entire supply of recycled water to customers. However, with the required discharge to the creek, that water had to be supplemented with potable water in order to provide reliable water service to recycled water customers. This required activity represented an unanticipated additional operating cost.

The Recycled Water Enterprise

LVMWD was a pioneer in developing Recycled Water (RW) as a resource that makes use of tertiary-treated, Title-22 compliant water that is processed at the Tapia Water Reclamation Facility. In FY 2013-14, nearly 20 percent of all the water delivered by LVMWD was RW, reducing the demand for potable water on a gallon-for-gallon basis. In the LVMWD service area, RW is used to irrigate golf courses, highway landscapes, parks, school grounds, commercial properties and common areas of multi-family housing developments.



During FY 2013-14, discussions were conducted with the City of Los Angeles regarding the supply of RW to the Woodland Hills Golf Course at the west end of the San Fernando Valley. The location is far from the City’s RW supply system, yet the facility uses a significant amount of potable water. Negotiations with Los Angeles have identified LVMWD as a possible supplier of RW to that location. However, it will be necessary for LVMWD to extend its RW supply line along the Mulholland Highway corridor in order to reach the Woodland Hills location.



A successful agreement will include an allowance for construction costs, help LVMWD place more RW in the community and assist the District’s Malibu Creek avoidance efforts during the creek prohibition period. It is also possible a pipeline extension could open RW service to additional potential customers within the LVMWD service area.

During FY 2013-14, a solar power generating facility came online, with the power generated used to help pump RW in the LVMWD service area. Installed by Solar City, the solar panels occupy approximately six acres adjacent to the LVMWD Headquarters facility in Calabasas. At peak, one megawatt of power is generated. Solar City owns and maintains the solar installation; LVMWD has entered a fixed-cost power purchase agreement covering a span of 20 years. The projected savings in power costs are expected to exceed \$1 million over the term of the power purchase agreement.



Virgenes - Triunfo
Powers Authority

State Senator Fran Pavley presents Sustainability Award to LVMWD Board President Charles Caspary and Triunfo Sanitation District Chair Michael McReynolds.



ITEM 9B

FINANCIAL SUMMARY

FY 2013-14 Budget Performance

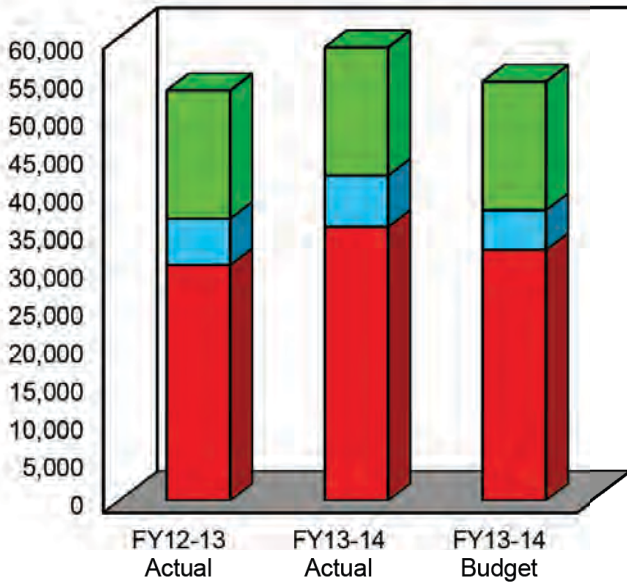
Las Virgenes Municipal Water District (LVMWD or the “Agency”) uses the accrual method of accounting in accordance with generally accepted accounting principles to produce its financial statements. The following table illustrates how the Agency uses the adopted budget to monitor and compare actual financial performance. GAAP and auditing standards do not require the adopted budget to be included in the audited financial statements.

FY 2013-14 Condensed Statement of Operating Revenues and Expenses: Budget to Audited Actuals

Las Virgenes Municipal Water District			
Operating Revenue			
(Dollars in Thousands)			
	FY12-13	FY13-14	FY13-14
	Actual	Actual	Budget
Potable Water Operations	30,472	35,402	32,420
Recycled Water Operations	6,002	6,663	5,159
Sanitation Operations	16,587	16,552	16,604
Total Operating Revenue	53,061	58,617	54,183

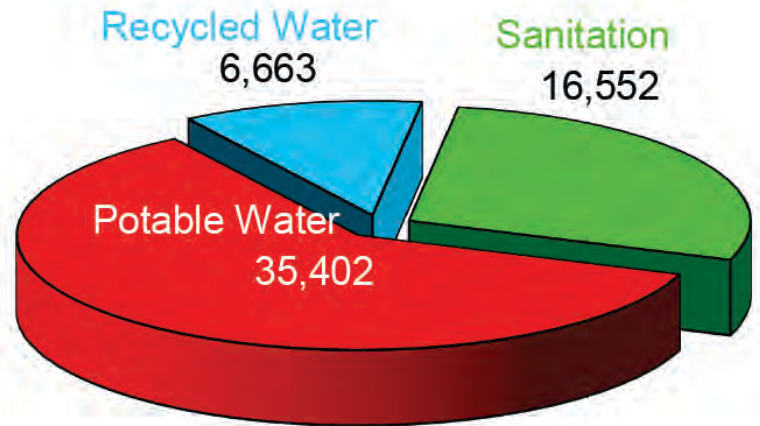
Las Virgenes Municipal Water District			
Operating Expenses			
(Dollars in Thousands)			
	FY12-13	FY13-14	FY13-14
	Actual	Actual	Budget
Potable Water Operations	31,228	34,966	32,332
Recycled Water Operations	2,942	3,119	2,494
Sanitation Operations	10,235	10,722	11,032
Total Operating Expenses	44,405	48,807	45,858

**LVMWD
Operating Revenue**

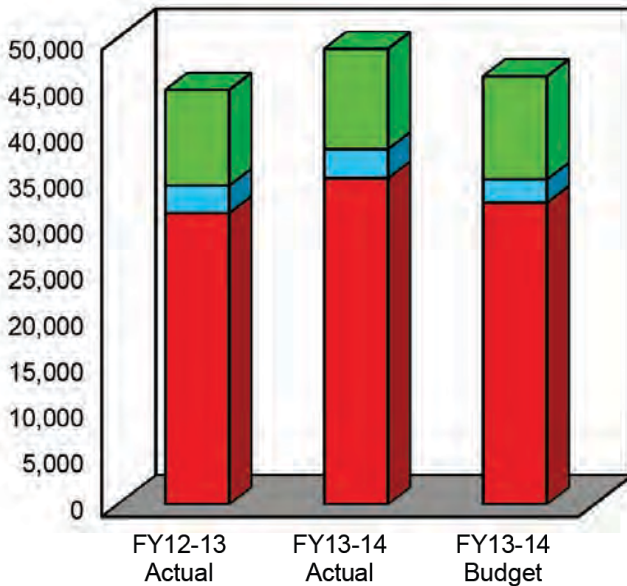


■ Potable Water Operations ■ Recycled Water Operations ■ Sanitation Operations

**LVMWD
FY 2013-14 Operating Revenue
(Dollars in Thousands)**

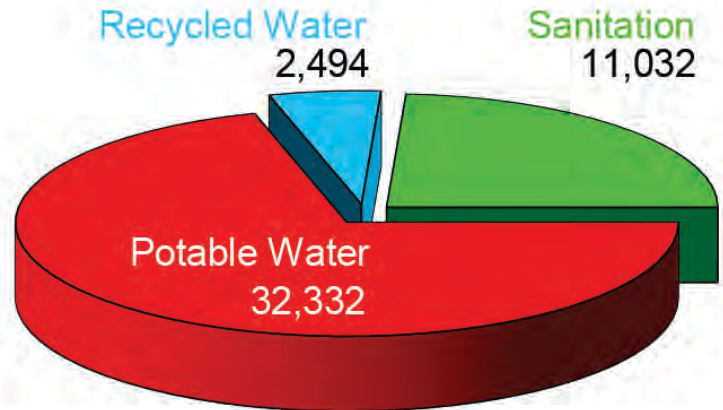


**LVMWD
Operating Expenses**



■ Potable Water Operations ■ Recycled Water Operations ■ Sanitation Operations

**LVMWD
FY 2013-14 Operating Expenses
(Dollars in Thousands)**



Audit of Agency's Financial Statements by Independent Auditor

State statute requires an annual audit by independent Certified Public Accountants which is filed with the California State Controller's Office. The Agency's FY 2013-14 financial statements were audited by the Agency's auditor, Pun & McGeady LLP, Irvine, CA, in accordance with GAAP auditing standards, and the statements met the State Controller's Minimum

Audit Requirements for California Special Districts. The Agency's Audited Financial Statements and accompanying Independent Auditor's Report can be found in the Agency's Comprehensive Annual Financial Report (CAFR), available online at <http://www.lvmwd.com/about-us/adopted-budget-and-annual-financial-reports>

FINANCIAL ANALYSIS OF THE DISTRICT

The Statement of Net Position is a useful indicator of financial position. The largest portion of LVMWD's net assets reflects its investment in capital assets (land, buildings, machinery, equipment, vehicles). The agency increased its Net Position by \$3.4M in FY 2013-14 as a result of an increase in plant and facility assets placed into service at the end of FY 2013-14.

Condensed Statement of Net Position as of June 30, 2014					
(In thousands of dollars)					
	FY 2014		FY 2013		Percent Change
Current and Other Assets	\$	87,770	\$	88,608	-0.90%
Capital Assets		113,119		107,288	5.40%
Investment in JPA		68,788		69,066	-0.40%
Total Assets	\$	269,677	\$	264,962	1.80%
Deferred Outflow of Resources	\$	1,503	\$	1,662	-9.60%
Long-Term Debt Outstanding		22,281		24,293	-8.30%
Other Liabilities		14,647		11,460	27.80%
Total Liabilities	\$	36,928	\$	35,753	3.30%
Net Position:					
Net Investment in Capital Assets,	\$	90,476	\$	82,870	9.20%
Restricted		4,106		7,208	-43.00%
Unrestricted		139,671		140,793	-0.80%
Total Net Position	\$	234,253	\$	230,871	1.50%

Definitions

Capital Assets: Includes land, buildings, water and sewer lines, wastewater facilities, reservoirs, tanks, distribution facilities, compost facility, maintenance and administration facilities, vehicles, and equipment net of depreciation

Currents and Other Assets: Assets easily converted to cash or consumed within one year: cash, investments, receivables, and prepaid expenses.

Deferred Outflow of Resources: Represents outflow of resources that apply to future periods and that, therefore, will not be recognized as an expense until that time.

Long-Term Debt Outstanding: Payments due

on LVMWD's 2009 Sanitation Refunding Bond that are more than 12 months in the future.

Other Liabilities: Payments due on obligations owed by LVMWD within the next 12 months.

Restricted Assets: Cash and investments set aside for a specific purpose

Total Net Position: Equity associated with general government assets and liabilities

Unrestricted Assets: Agency-owned assets that can be used for any purpose.

ITEM 9B

The Condensed Statement of Revenues, Expenses, and Net Position summarizes LVMWD's operating and non-operating revenues and expenses. The largest source of revenue is water sales to customers. Total revenues increased by 10.3% in FY 2013-14, while expenses increased by 5.8% during the same period. The net income before capital contributions was \$1.8M.

Condensed Statements of Revenues, Expenses, & Net Position
as of June 30, 2014
(In thousands of dollars)

	FY 2014	FY 2013	Percent Change
Operating Revenues:			
Water Sales	\$ 41,177	\$ 35,637	15.50%
Sanitation and Other	17,503	17,429	0.40%
Non-operating Revenues:			
Taxes and Penalties	892	888	0.40%
Interest Income and Other	1,013	965	5.00%
Total Revenues	\$ 60,585	\$ 54,920	10.30%
Expenses:			
Depreciation Expense	\$ 4,617	\$ 4,729	-2.40%
Other Operating Expenses	39,532	35,339	11.90%
Share of JPA Net Expenses	13,602	13,644	-0.30%
Non-Operating Expenses	994	1,788	-44.40%
Total Expenses	\$ 58,745	\$ 55,501	5.80%
Income (Loss) Before Capital Contributions	\$ 1,841	\$ (581)	--
Capital Contributions	1,540	2,168	-29.00%
Change in Net Position	\$ 3,381	\$ 1,587	113.00%
Net Position - Beginning of Year	\$ 230,871	\$ 229,284	0.70%
Net Position - End of Year	\$ 234,253	\$ 230,871	1.50%

Definitions

Capital Contributions: Funds that are used for capital and expansion projects.

Change in Net Position: The total of net income (loss) plus capital contributions.

Depreciation Expense: If an asset is expected to produce a benefit in future periods, some of these costs must be deferred rather than treated as a current expense. LVMWD records depreciation expense in its financial reporting as the current period's allocation of such costs.

Income (Loss) Before Capital Contributions: The difference between total revenue less total expenses.

Net Position: The sum of total net position at the beginning of the fiscal year plus the change in net position resulting in ending net position at the end of the fiscal year.

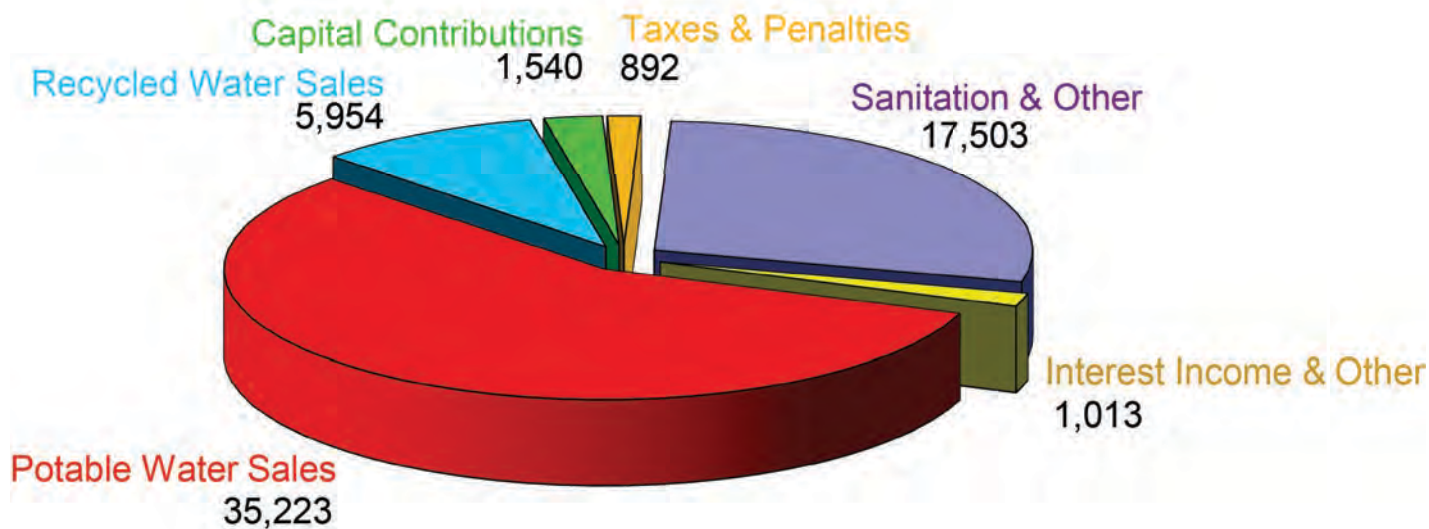
Non-Operating Revenues and Expenses: Revenues and expenses that are incidental to LVMWD's main purpose and derived from activities not directly related to LVMWD's operations: taxes and penalties, interest earnings and rental income, and costs associated with debt.

Operating Expenses: Expenses incurred in the provision of potable water, sanitation, and recycled water services.

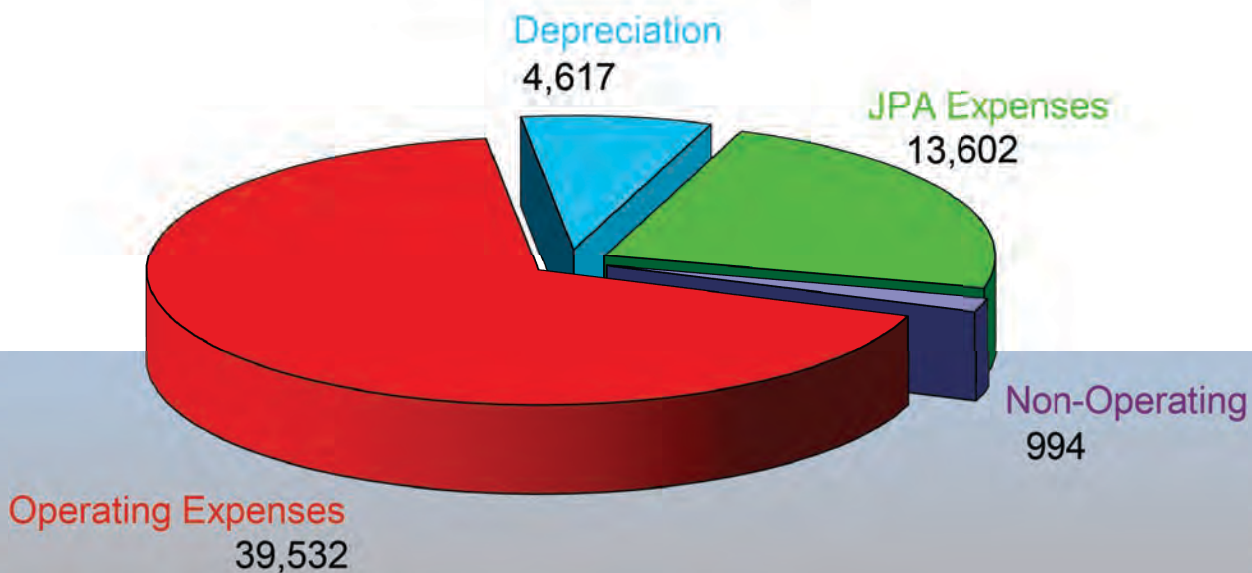
Operating Revenues: Revenues received for the sale of water to customers, services, inspections, and programs provided by LVMWD.

JPA Expense: LVMWD and Triunfo Sanitation District established a Joint Powers Authority "JPA" to construct, operate, maintain and provide for the replacement of a joint sewerage system. The share of JPA net expenses is LVMWD's proportion of combined net revenue and expenditure activity within the JPA.

**LVMWD
FY 2013-14 Revenues
(Where the Money Comes From)
[Dollars in Thousands]**



**LVMWD
FY 2013-14 Expenses
(Where the Money Goes)
[Dollars in Thousands]**



CAPITAL ASSETS

At the end of FY 2014, the District had invested \$210.2 million in a broad range of infrastructure including water and sewer lines, wastewater facilities, reservoirs, tanks, distribution facilities, compost facility, maintenance and administration facilities, vehicles and equipment and an investment in Joint Venture of \$68.8 million.

	Capital Assets (In thousands of dollars)			
	<u>FY 2014</u>	<u>FY 2013</u>	<u>Dollar Change</u>	<u>Total Per- cent Change</u>
Land	\$6,915	\$6,915	0	0.00%
Buildings and Improvements	21,797	21,793	4	0.02%
Machinery and Equipment	10,802	10,765	37	0.34%
Infrastructure	159,138	157,853	1,285	0.81%
Construction in Progress	11,527	2,994	8,533	285.00%
Subtotal	210,179	200,320	9,859	4.92%
Less Accumulated Depreciation	97,060	93,032	4,028	4.12%
Net Property, Plant and Equipment	113,119	107,288	5,831	5.43%
Investment in Joint Venture	68,788	69,066	(278)	-0.40%
Total Capital Assets	\$181,907	\$176,354	5,553	3.15%

LONG TERM DEBT

LVMWD maintains an “AA” rating from Standard & Poor’s for the refunding revenue bonds. One area that demonstrates the District’s financial strength and future borrowing capability is seen in its debt coverage ratio. Current bond covenants require that the debt coverage ratio must be greater than 1.10. The debt coverage ratio for FY 2014 was 2.71%.

	Debt Coverage Ratio (In thousands of dollars)		
	<u>FY 2014</u>	<u>FY 2013</u>	<u>Total Percent Change</u>
Revenues:			
Revenues from Operations	\$16,552	\$16,588	-0.20%
Interest Income and Other	472	570	-17.20%
Capacity Fees	1,125	1,085	3.70%
Total Revenues	18,149	18,243	-0.50%
Total Operating Expenses (less depreciation)	10,692	10,209	4.70%
Net Earnings	7,457	8,034	-7.20%
Maximum Annual Debt Service	2,756	2,756	0.00%
Debt Coverage Ratio	2.71	2.92	-7.2 9B



Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA, 91302
818-251-2200
www.LVMWD.com

ITEM 9B

Cover photos credit: California Department of Water Resources; photographer John Chacon
Front: Extremely low water levels at Folsom Lake. 1/31/14. Back: Waterways, and wetlands of the San Joaquin Delta and Sherman Island. 7/12/12

further defining "lowest reasonable cost."

- Clarifying that the calculation of the lowest cost mode of transportation should include all costs associated with mileage, parking, airfare, taxis, etc. that would be necessary if a particular transportation mode was selected.
- Establishing that overnight accommodations are not allowed for events in Ventura and Los Angeles Counties.
- Utilizing the more common U.S. GSA reimbursement rates ("per diem rate") for meal and incidental expenses based on the location versus the District's set amount. This provides an "indexed" rate with a rational basis for these reimbursements and clarifies the inclusion of incidental expenses that may arise during travel.
- Providing for employees to manage their per diem in a manner that best meets their individual meal, snack, and incidental needs, while preserving and managing the District's resources with a limit of 50% of the per diem amount on any one meal.
- Allowing for travel day(s) with General Manager approval.
- Clarifying that the District will only reimburse for the lowest-cost, long-term airport parking rate.
- Clarifying that supporting documentation is required for mileage reimbursement.
- Eliminating the previous "travel advance provision" that is no longer utilized.
- Defining the means to address when employees exceed the allowable reimbursement rates.
- Requiring itemized receipts and providing a mechanism to handle the occasional situation when receipts are not available.

Business Expense Policy:

The Business Expense Policy is newly proposed to provide clear, consistent policies and procedures for non-travel business expenses. The focus is on establishing procedures for situations when employees utilize their own resources for small business-related purchases and for payment of professional organization luncheons or meetings that do involve a travel component. The policy also documents existing practices governing the use of District credit cards.

Application of Policies to Board of Directors:

The Board of Directors has traditionally adhered to the same policies as employees for travel and business expense reimbursements except that mileage reimbursement for Board Members is always calculated from their home, rather than the District's headquarters. In conjunction with approving the policies for application to employees, the Board should determine whether or not to apply the same policies to the Board of Directors, with the minor exception noted for mileage.

Next Steps:

If the Board adopts the policies to also apply to the Board of Directors, staff proposes to annotate them accordingly and assemble a Board Policies document that would be provided to each Board Member.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money


Prepared By: Donald Patterson, Director of Finance and Administration

ATTACHMENTS:

[Proposed Travel Expense Policy \(Red-lined\)](#)

[Proposed Travel Expense Form](#)

[Proposed Business Expense Policy \(New\)](#)

	BUSINESS <u>TRAVEL</u> EXPENSE POLICY	
	Effective: 1/1/2005 Revised: 5/1/2007 <u>3/1/2015</u>	Page 1 of 10

POLICY

It is the policy of the District to reimburse employees for pre-approved actual expenses that are necessary and reasonable when traveling to ~~in the~~ conduct ~~of~~ District business.

CONFERENCE/ MEETING ATTENDANCE

The District maintains memberships in a wide variety of professional associations, and encourages staff to actively participate in those associations concerned with the work in which they are engaged. It is generally accepted that attendance at professional conferences, seminars, and meetings is beneficial to both the employee and the District. Therefore, when it is determined by the supervisor and/or manager and approved by the General Manager, that an employee's participation in an event will be in the best interest of the District, attendance is encouraged.

The General Manager may authorize attendance at conferences/seminars/meetings held by organizations in which the District is not a member when it is justified by the employee's active participation as an officer or board member of the association, or when attendance at a specific event is in the best interest of the District.

SEMINARS, WORKSHOPS, TRAINING SESSIONS ATTENDANCE

An employee may request and/or a supervisor may direct an employee to attend a seminar, workshop and/or training session. Approval of such attendance is based on the supervisor/manager's determination and the department ~~head's~~ director's approval that attendance will be in the best interest of the District.

TRAVEL AUTHORIZATION **FORM**

When attendance at any type of event requires an employee to travel away from home for one or more nights or to use alternative travel means other than a District vehicle, ~~a~~ travel ~~authorization form is required~~ must be approved. ~~The form must be pre-approved~~ by an employee's supervisor and ~~department director manager up to and including the~~ General Manager.

SUPERVISORY RESPONSIBILITY

It is the responsibility of supervisory personnel in each department to ensure that attendance at conferences and training events is scheduled to meet budgetary

constraints, to provide employees with opportunities to attend events when in the best interest of the District and to assure employees have turned in completed travel expense forms no later than 30 days following the conference or training event.

TRANSPORTATION

Employees shall use the most efficient and cost effective mode of transportation for an authorized business trip. In determining the type of travel consideration shall be given to the following factors:

Estimated transit time	Cost
Desired arrival time	Estimated departure time
Personal convenience	

If the mode of transportation is commercial air, the class of travel shall be coach and will be consistent with the lowest reasonable rate for a direct flight or the flight with the fewest number of transfers available for the desired departure and arrival times based on the above factors.

If ground transportation of choice is a rental car, the car rental insurance option, which should be refused by the employee at rental time, will not be reimbursed by the District. Rental cars will only be authorized when reasonable shuttle transportation is not available.

If the mode of transportation is vehicle, the use of a District vehicle is encouraged but cannot be used to transport anyone other than District employees. If the ~~Department~~ department Head-director states that a District vehicle is not available, the employee may use a personal vehicle and mileage will be paid in accordance with the current IRS-approved rate. Before a personal vehicle is used for District business, the employee is required to show proof of insurance coverage up to the state mandated levels of liability insurance.

In selecting modes of transportation, the employee ~~understands he/she~~ will only be reimbursed for the lowest cost travel. For example, if the cost of air fare is lower than mileage reimbursement and the employee chooses to drive a personal vehicle the employee will only be reimbursed for the lowest reasonable air fare. In calculating the lowest mode, all cost are to be considered including mileage to/from airport and any shuttle, taxi, and/or parking costs associated with each mode.

COMPENSATION DURING TRAVEL AWAY FROM THE DISTRICT ON BUSINESS

When the trip originates from the employee's home, time, in excess of the employee's normal commute time, spent traveling to and from an authorized business event is considered time worked and will be compensated.

When the trip originates from the employee's work location, all time spent commuting to and from an authorized business event is considered time worked and will be compensated.

Time spent in attendance at an authorized business event is considered time worked and will be compensated. In all instances, bona fide meal, sleep, or rest time, is not considered time worked and will not be compensated.

If an employee is offered public transportation but requests and is given permission to drive a vehicle instead, the time worked is the lesser of the time spent driving the car or the time that would have qualified as work time if the employee had used the public conveyance.

Time spent outside regular work hours in preparation for attendance at an authorized business event may be compensated with appropriate management approval in advance.

LODGING

When away from the District on business, an employee may engage rooms for overnight lodging when there is a reasonable expectation that the work day will exceed ~~eleven (11)~~ twelve (12) hours. In no instance shall overnight lodging be engaged for events within Los Angeles or Ventura Counties. For this purpose, the work day includes all time spent in transit, work, meetings, breaks, and lunch.

Lodging in connection with a conference or training activity shall not exceed the group rate published by the conference or training activity. If a group rate is not available the lodging cost shall be reasonable and consistent with the cost of lodging used by other employees for similar events. The accommodations shall be at a commercial hotel or motel convenient to the location of the business event.

If the employee is accompanied on the trip by another person who is not an employee of the District, the District will only be charged for the amount equal to a single room rate.

A Travel Day may be approved by a Department Director or General Manager before and/or after the scheduled event if reasonably necessary to ensure full participation. Approval of a Travel Day will consider the location of the event and the timing of reasonable travel options.

Except as provided for above, ~~if the circumstances do not require, but~~ the employee chooses to arrive early, stay additional days, or use extra days to drive rather than fly to an event, additional lodging expenses incurred as a result of these choices will not be reimbursed by the District.

MEAL EXPENSES

~~Business-Travel~~ Expense Policy, Page 4 of 13

Effective: 1/1/2005

Revised: 8/9/2006

It is the policy of the District to reasonably reimburse employees for meals and incidental expenses related to travel when conducting District business. The following criteria shall be used in determining meal reimbursements for employees.

Daily and partial day travel shall be reimbursed in accordance with the U.S. General Services Administration (GSA) Meals & Incidental Expenses Breakdown based on the per diem rate for the destination of travel. This breakdown can be found online at <http://www.gsa.gov/portal/content/101518>. Per diem rates are determined by the GSA rate on the date of departure and can be found at www.gsa.gov/perdiem.

If the conference or training registration includes meal(s) or for daily or partial day travel, then the daily per diem amount must be reduced as described above regardless of whether the meal is consumed.

Daily Travel (No Overnight Stay)

Employees will be reimbursed for actual expenses up to the pro-rated meal reimbursement per diem rate if the daily travel meets the following criteria:

Breakfast – No reimbursement.

Lunch – Reimbursement only when the conference, meeting or training extends up to and beyond the lunch period for that day, and lunch is not provided.

Dinner (evening) – Employee is not able to return to their duty station or home before 7:00 P.M. as a result of travel. Meal times are not inclusive of this time.

~~Overnight or Extended Travel~~

~~Employees will be reimbursed at the meal reimbursement rate during overnight or extended travel for full and partial days (less than 24 hour period) when the partial day is the day of departure or the day of return.~~

~~Meal Per Diem Reimbursement Rates~~

An employee, who is authorized to travel, will be reimbursed for reasonable meal and incidental expenses, ~~including sales tax,~~ up to ~~a maximum of the meal allowance designated below:~~ the amount designated for the destination by the GSA per diem rate. Current rates can be found at www.gsa.gov/perdiem. Unused per diem allowances may not be accrued to the following day.

Meals

Employees are expected to manage the per diem allowance in a manner that best meets their needs. In no instance shall the reimbursement for any one meal exceed

~~Business-Travel~~ Expense Policy, Page 5 of 13

Effective: 1/1/2005

Revised: 8/9/2006

50% of the per diem rate, inclusive of taxes and tips. Meal tips in excess of 15% of the pre-tax cost of eligible meal expenditure will not be reimbursed.

Breakfast	\$15.00	Plus \$2.25 gratuity
Lunch	\$20.00	Plus \$3.00 gratuity
Dinner	\$30.00	Plus \$4.50 gratuity

~~Meal allowances cannot be combined to offset a higher priced meal expense. The General Manager may make exceptions to meal allowances only when an employee is limited by their activities; availability of eating facilities; and the employee demonstrates the higher expense could not be avoided.~~

Reimbursement for Meals

Each employee is responsible for completing his or her own request for reimbursement. Detailed expense receipts must accompany any reimbursement request. Alcoholic beverages are not to be purchased on District credit cards and are not to be included in expense reports. Reimbursement of meals will not be provided when meals are included in the costs of registration fees, conference costs, hotel registration, etc.

If the circumstances do not require, but the employee chooses to arrive early, stay additional days, or use extra days to drive rather than fly to an event, additional meal and incidental expenses incurred as a result of these choices will not be reimbursed by the District.

Incidental Expenses OTHER EXPENSES

The District shall pay for all reasonable business expenses incurred by an employee in the conduct of District business. Incidental expenses shall not exceed 10% of the per diem rate. Examples of such expenses are:

- ~~Hotel and airport porter tips~~
- Snacks and non-alcoholic beverages
- Personal phone calls
- ~~Business telephone calls~~
- ~~Photograph, fax, and photocopy services~~

Incidental expenses, combined with meal expenses, may not exceed the GSA per diem rate for the destination of travel. It is each employee's responsibility to fully understand the per diem rate for their destination at the time of travel.

OTHER EXPENSES

The District will pay for the following business expenses incurred while traveling when incurred for the purpose of conducting District business:

- Airport Parking will be paid at the airport's lowest long-term lot rate.
- Mileage to and from an airport or destination will be paid for the distance from the assigned work location or employee's home, whichever is less. Verification of mileage calculation must accompany the reimbursement request (e.g. calculation from Google Maps, Yahoo Maps, Mapquest or similar)
- In-room Internet service
- Photograph, fax, and photocopy service

These expenses shall not be considered part of the per diem allowance above.

The District shall not pay for any personal expenses incurred by an employee while traveling on District business. Examples of such expenses are:

- Movie rentals in hotel rooms
- Garment cleaning or pressing services
- Alcoholic beverages
- Personal toiletries articles
- Entertainment
- Mileage within locations at the destination (e.g. from hotel to restaurant)

~~Employees authorized to engage rooms for overnight lodging when away from the District on business, will be allowed one personal telephone call per day, at District expense, not to exceed 10 minutes in duration.~~

TRAVEL ADVANCE

~~Although advances are not encouraged, a travel advance equal to the estimated expenditures chargeable to the District may be made if requested by the District employee. A written detailed estimate of the amount needed must be submitted and approved by the General Manager prior to such advance being made.~~

DISTRICT CREDIT CARDS

A District credit card ~~will~~may be issued to any employee who is expected to incur approved business expenses and submits to Finance an approved Visa Card Accountability form.

All charges on a District credit card must be reported on a timely basis on a properly completed, documented, and approved "Statement of Travel Expenses" form~~Personally Incurred Expenses~~ form.

Expenses which will be reimbursed through a flat rate reimbursement (e.g., mileage allowance for personal vehicle use) should not be charged on a District bank credit card.

EXPENSE REPORTING

A "~~Claim for Personally Incurred Expenses~~Statement of Travel Expenses" form must be completed no later than 30 days following each travel event where any costs are to be paid by the District. Travel includes all work away from the District, such as attendance at meetings (both formal and informal), conferences, and seminars; "travel expenses" include transportation, meals, lodging, registration, and any related incidental expenses (such as telephone, tips, or car rental). The destination can be a location close by (e.g. lunch after a meeting at a restaurant), or at a great distance (e.g. training out of state).

Proper completion of this form requires the employee to gather together and report on all expenditures relative to the travel experience. All expenses, whether personally incurred, charged to a District credit card, or paid through a District check request, must be reported on this form after completion of the trip. Personally incurred expenses will be reimbursed from this form, but if no business expenses are personally incurred, the report is still required in order to provide a complete accounting of travel expenses as analysis of District travel and conference expenditures are frequently required.

Documentary evidence of expense for which reimbursement is requested, such as receipts, paid bills, or similar evidence sufficient to support each expense, shall be attached to the form. Each receipt or bill shall include detailed information to assure the employee is only reimbursed for those expenses consistent with this policy.

The completed Claim for Personally Incurred Expenses must be submitted together with the pre-approved Travel Authorization Form, if applicable.

COST EXCEEDING ALLOWABLE AMOUNTS

Employees may, at their own discretion, exceed the allowable amounts herein. In all cases where expenses exceed the allowable amount, the employee must pay for the excess amount or reimburse the District for all excess costs within 30 days of the last day of travel. The District will pay expenses up to the allowable amount.

RECEIPTS REQUIRED

Receipts are required for all travel expenses paid by the District. Receipts may be electronic, printed, or handwritten on a merchant form. Any charges to a District credit card must be substantiated by a receipt. Employees are responsible for all costs that are not supported by a receipt except as follows:

- Hotel and porter tips that do not exceed \$2 per day.

- Any allowable expense for which a receipt is not available or is lost and is accompanied by a signed, written statement by the employee describing the expense and is approved by a Division Manager or higher. This exemption is limited to 2 times per fiscal year and \$20 per occurrence. Any employee who has 3 or more expenses without a receipt will be required to pay or reimburse the District for the expense incurred without a receipt unless an extenuating circumstance is approved by the General Manager.



TRAVEL AUTHORIZATION

NAME: _____ **DATE:** _____

ACCOUNT # _____

1. DESTINATION

FROM / DEPARTURE	
TO / RETURN	

2. PURPOSE

--

3. REIMBURSEMENTS FROM OTHER ORGANIZATIONS

--

4. PERIOD OF TRAVEL

FROM (Date):	TO (Date):
---------------------	-------------------

5. MODE OF TRAVEL

- # Commercial airline _____
- # Privately-owned vehicle at _____ cents per mile for _____ miles **TOTAL \$** _____
- # An advantage to the District
- # Reimbursements in compliance with District policy
- # District vehicle

6. ESTIMATED COST

AIRFARE	\$
REGISTRATION	\$
HOTEL	\$
OTHER (meals, etc)	\$
TOTAL	\$

REQUESTOR'S SIGNATURE: _____

AUTHORIZING SIGNATURE (EP or higher) _____

DEPARTMENT HEAD SIGNATURE (over \$750) _____

I have read and understand the travel guidelines on the back of this form. Initial: _____

~~LVMWD TRAVEL GUIDELINES~~

- ~~1. Air travel data should include beginning and ending cities and airports.~~
- ~~2. Under "Purpose" describe the activity and the benefit to the District. Note periods of personal/vacation activities.~~
- ~~3. Provide estimates on reimbursements from other organizations, if applicable.~~
- ~~4. Under "Period of Travel" include all periods that involve District reimbursements.~~
- ~~5. A supervisor must approve use of personal vehicle. Personal vehicle reimbursement shall not exceed a 14-day advance airline fare, unless local transportation costs justify a higher allocation. Personal vehicles must have proof of insurance coverage up to the state-mandated levels of liability insurance.~~
- ~~6. District automobile insurance covers rental cars for employees on District business, so purchasing insurance from rental agencies is unnecessary.~~
- ~~7. If you drink alcohol while on travel status, you cannot drive.~~
- ~~8. Airfare reimbursement is limited to a 14-day advance purchase, unless approved by Department Head. "Other" shall include local transportation, meals and any anticipated services.~~
- ~~9. Worker's compensation covers the reasonable period that it takes the employee to travel to and from the activity site. If the employee is adding personal time for their own purposes, this time is not covered by worker's compensation or the District liability insurance.~~
- ~~10. The cost of parking at an airport should not exceed the round-trip cost of an airport shuttle, unless approved in advance by the department head.~~
- ~~11. Valet parking at airports is for emergencies only. Employees should plan enough transportation time to park in long-term lots.~~
- ~~12. The District will not cover liability caused by unprofessional or reckless behavior while on travel status, such as intoxication.~~
- ~~13. Any request for reimbursement in excess of \$10 shall be supported by receipts, paid bills or similar sufficient evidence.~~
- ~~14. The District has a substance abuse policy which states "Employees representing the District at conferences and meetings are required to conform with all rules and regulations of the District. The prohibition of use of alcohol shall not apply to employees after scheduled meeting hours if the employee will not be driving a vehicle." The District will not reimburse the employee for any alcoholic beverages that may be included in a meal expense.~~
- ~~15. Business mileage reimbursement by the District may change each year depending on IRS rules.~~

LAS VIRGENES MUNICIPAL WATER DISTRICT
 Statement of Account and
 Claim for Personally Incurred Expenses

Name: _____ Department: _____

Accounting for and reimbursement of expenses incurred from _____ to _____

DATE OF EXPENSE	DESCRIPTION OF PURPOSE AND LOCATION	MILES DRIVEN	ACCT. NO.	LVMWD VISA CARD	OTHER
Total Miles Driven					\$
<u>TOTALS</u>				\$	\$
Less Personal (Attach Itemization)					
<u>NET TOTALS</u>				\$	\$

I hereby certify that the above is a correct accounting of expenses incurred and, where stated, paid by me or by District VISA card in the service of Las Virgenes Municipal Water District, for the period shown, and were necessary in connection with the performance of authorized duties.

ADVANCE	\$		(Signed)	
DEDUCTED FROM ADVANCE	\$		Department Head	
REIMBURSE	\$		Finance Manager	
PAYABLE TO DISTRICT	\$		General Manager	

~~Business-Travel~~ Expense Policy, Page 12 of 13

Effective: 1/1/2005

Revised: 8/9/2006

INSTRUCTIONS FOR COMPLETION
STATEMENT OF ~~ACCOUNT AND CLAIM FOR PERSONALLY INCURRED TRAVEL~~
EXPENSES

Date of each expense and date each separate trip started and ended.

Where applicable state:

Each expenses type, incurred on behalf of District, such as cost of ~~each meals~~, transportation or lodging must be separately entered. ~~The cost for lodging and airport parking may be separately aggregated for the length of the trip. The cost of meals and incidental expenses may be aggregated by day. , although a tip or gratuity related to an underlying expense may be aggregated with such expense and that fact noted. Business telephone calls, taxi fares, and the like may be aggregated on a daily basis.~~

~~—————If an expense is incurred on behalf of the District for a Director of employee, the name of the Director or employee and the nature of the expense must be entered.~~

Destinations or localities of travel, described by names of cities, or other similar destinations, must be entered together with a brief description of the purpose for the travel.

~~The reimbursement claim for a business meal must include the name and work affiliation, in sufficient detail to establish the business relationship with the claimant of all parties furnished a meal, the place in which the meals were partaken, the business reason for the meal unless obvious, and the total cost thereof; provided, however, that if the reimbursement cost exceeds \$10, the payment receipt for the meal must be attached to the claim.~~

If any item of business expense was not paid by claimant, but was charged by the use of a ~~VISA-District credit card to the District~~, that fact must be noted, but no claim for reimbursement of the amount of that expense shall be made. ~~An expense reported on another employee's expense claim should not be reported. When traveling together, each employee must submit their own Travel Expense Report.~~

Anyone incurring expenses when influencing state legislative or administrative action in the course of his duties shall separate such items from other expenses and identify the action, the purpose of the expenditure, the beneficiary of the payment, and the State agency or individual in the claim submitted, and expenses shall be assigned to the appropriate account.

~~Any documentary evidence, such as receipts, paid bills, or similar evidence sufficient to support each expenditure shall accompany any request for reimbursement in excess of \$10. A receipt must be provided for each reported expense.~~

Enter all amounts of expenditures, the amounts of expenses charged directly to the District through the use of the VISA card and the amounts of expenses for which reimbursement is requested.

~~All expenses charged directly to the District through the use of the VISA card must be clearly defined and detailed.~~

No information on the ~~Statement of Account and Claim for Personally Incurred Expenses-Travel Expense Report~~ may be designated as of a confidential nature. All expenses must be fully disclosed on the Statement.

The Statement of Account with supporting receipts and documentation must be delivered to the Accounting section ~~of the last day of the month immediately following the month in which the expenditures were incurred within 30 days of the last day of travel.~~ Failure to submit a Statement of Account with supporting documentation will result in no reimbursement for all or part of the claimed expenses.

Each Statement of Account must be signed by the claimant, and approved by the ~~General Manager/Department Director.~~

SPECIAL NOTES

~~Business-Travel~~ Expense Policy, Page 13 of 13

Effective: 1/1/2005

Revised: 8/9/2006

A Statement of Account must be prepared and filed in the same timely manner with receipts and documentation for all expenses charged to the District VISA card. Failure to provide receipts and report charged expenses will result in no reimbursement and District VISA card privileges revoked.

A ~~District credit card may not be used~~ ~~ny expenses not attributed to District duties, such as~~ ~~for non-District expenses such as those for~~ ~~expenses for~~ spouses, family and non-business related guests, ~~should be deducted from the VISA card amount or other listing under "Personal".~~



Statement of Travel Expenses

Name _____ Date Submitted _____

Department _____


Travel Dates _____ Employee Signature: _____

Per Diem Rate _____ Signature of Authorizing Supervisor/Manager: _____

Account Number _____ Approved by (Department Director): _____

Description of Travel _____

Date	Description of Expense	Airfare	Lodging	Ground Transportation (Gas, Rental Car, Taxi)	PER DIEM REIMBURSEMENT			Miles (Personal Car Only)	Mileage Reimbursement	Other Business Expenses	Conferences and Seminars	LVMWD VISA CARD	EMPLOYEE PAID
					Meals	Incidentals	Per Diem Excess						
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
									\$0.00				
Total Mileage Reimbursement:										\$0.00	LVMWD Visa Total:	\$0.00	
											Owed to/from Employee:	\$0.00	

	BUSINESS EXPENSE POLICY	
	Effective: 3/1/2015 Revised: -	Page 1 of 10

POLICY

It is the policy of the District to reimburse employees for approved actual expenses that are necessary and reasonable when conducting District business.

OBJECTIVE

This policy provides a uniform system for reporting and reimbursement of ordinary and necessary business expenses incurred by employees. This policy is complementary to the District's Purchasing Policies and Procedures and recognizes that occasionally, necessary and reasonable business expenditures occur from employees own funds.

This policy also covers the use of District credit cards.

Overnight business-related travel is covered under the District's Travel Expense Policy.

BUSINESS EXPENSES UTILIZING PERSONAL RESOURCES

Business expenses utilizing personal resources are limited to \$100 except those covered under the Travel Expense Policy or approved by a Department Director or General Manager. Any expense made by an employee utilizing his or her own funds should only be made with prior approval of a supervisor or manager when it is not reasonably practical to utilize District purchasing resources (e.g. District Purchasing Card, Request for Check, or Purchase Order). Examples are emergency small purchases of miscellaneous items, attendance at professional organization events that require payment at the door, mileage reimbursement, or minor services.

Procedure

1. Employee obtains approval of supervisor or manager to make the purchase.
2. Employee pays for purchase utilizing his or her own funds and secures a receipt (except for mileage reimbursement).
3. Employee submits the appropriate form for Mileage Reimbursement, Petty Cash (maximum of \$50) or Check Request to supervisor or manager accompanied by a receipt(s).
4. Supervisor or manager approves Petty Cash or Check Request and submits the approved form with receipt(s) to Petty Cash custodian or Finance Division.
5. Employee receives payment either from Petty Cash or check.

USE OF DISTRICT CREDIT CARDS

The District has three types of credit cards, those assigned to departments for general purchases, those that can be checked out from the Finance Division, and those that are assigned to specific individuals. All District credit card usage shall be used only for authorized business expenses or approved purchases. Employees are personally responsible to reimburse the District for any non-reimbursable charges that occur.

Policies and Procedure for Department Cards and Cards checked out from the Finance Division

Use of Department or District-wide cards checked out from the Finance Division require the employee to first complete a "[Credit Card Authorization](#)" form and obtain necessary approvals. The form, with a receipt for the purchase, is submitted to the Finance Division for cards checked out from the Finance Division or to the Department's credit card custodian for Department issued cards.

Each Department issued card will be assigned a Department custodian who is responsible to safeguard the card and to assist in the completion of the monthly reconciliation by submitting "[Credit Card Authorization](#)" forms and receipts for all purchases to the Finance Division at the conclusion of each monthly billing cycle.

Policies and Procedures for Assigned Cards

The General Manager may authorize the issuance of a District credit card to staff when deemed necessary to facilitate the business of the District. When an employee is assigned a District credit card, (s)he will be issued a card by the Finance Division in accordance with the terms and conditions of the District's credit card agreement with the issuer. Employees that have assigned credit cards may make authorized purchases without additional approval and do not need to complete a "Credit Card Authorization" form for each transaction. Employees with assigned cards will submit a "[Personally Incurred Expense](#)" form approved by the General Manager or Department Director at the conclusion of each monthly credit card cycle. This form with all receipts is submitted to the Finance Division.



February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Financial Review: Second Quarter of Fiscal Year 2014-15 (Pg. 122)

SUMMARY:

This report summarizes the financial review as of December 31, 2014.

For potable water, operating revenues were slightly higher than budgeted, primarily due to higher than anticipated potable water supplement revenue associated with a higher than expected demand and an adjustment in the rate for the same. Actual operating expenses for potable water were in line with the prior year and less than budgeted, which was primarily due to the timing of refilling Las Virgenes Reservoir. The net operating income from potable water was \$667,326 as of December 31, 2014, but the amount is expected to decrease in the third quarter as revenues seasonally adjust in the cooler months and fixed costs remain the same.

A chart comparing potable water purchased from MWD and delivered to customers during the second quarter is attached. Refer to the column titled "**AF Delivered**" as it reflects the acre feet delivered to customers for the corresponding months. The acre feet delivered in the second quarter of Fiscal Year (FY) 2014-15 totaled 11,897 acre feet, compared to the prior year of 13,128, resulting in a 9.4% reduction. Also attached is a graph showing the acre feet delivered in both FY 2013-14 and FY 2014-15.

Recycled water revenue was in line with budget but \$395,327 less than last year due to a decrease in the wholesale rate and a slight decrease in demand. Source of supply expenses were higher than budgeted because of increased purchases of potable water supplement. Operation and maintenance expenses were below budget.

Sanitation revenues and operating expenses were very close to budget estimates for the quarter. Capital project expenses totaled \$7.4 million, which was higher than the prior year, but less than the budget.

RECOMMENDATION(S):

Receive and file the Financial Review for the Second Quarter of Fiscal Year 2014-15.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

The attached table provides a tabular comparison of revenues and expenditures through the second quarter of FY 2014-15 with the same period in FY 2013-14 ("Prior Year") and the budget for the same period of the current year ("Budget").

ITEM 9D

The amounts in the **Actual** column represent that received or spent year-to-date. These figures agree with the amounts shown on the attached schedules for each enterprise. The **Prior Year** column represents the difference between that received or spent in the current year with that received or spent for the same period in the prior year. The actual prior year amounts are shown in the attached schedules by enterprise. This table is meant to highlight the differences and show whether the differences are positive (example: revenue is greater than last year, or expenses are less than last year) or negative (example: revenue is less than last year, or expenses are higher than last year).

The **Budget** column represents the difference between that received or spent in the current year with that budgeted for this period. The actual budget amounts are shown in the attached schedules by enterprise. This table is meant to highlight the differences and show whether the differences are positive (example: revenue is greater than budget, or expenses are less than budget) or negative (example: revenue is less than budget, or expenses are higher than budget).

Interest Income is not shown on the attached schedules but is reported in the quarterly and monthly investment reports to the Board.

Potable Water revenue was greater than the prior year due to rate increases effective on January 1, 2013 and January 1, 2014. Revenues were slightly higher than budgeted due to a higher than expected volume of potable water supplement sold to the recycled water enterprise.

Potable Water expenses were very close to the prior year. The expenses were less than budgeted due to the timing of refilling Las Virgenes Reservoir as well as some salary savings.

Recycled Water revenue was less than the prior year due to a decrease in the wholesale rate and a slight decrease in the volume sold.

Recycled Water expenses were less than the prior year due to a decrease in volume purchased from the JPA. The expenses were higher than budgeted due to an increase in potable water supplement.

Sanitation revenues were in line with budget projections and fairly close to the prior year amount. Expenses were in line with budget estimates and the prior year. Overall, the sanitation net operating income was on-target.

Interest income was slightly lower than last year due to continued low interest rates and a lower portfolio balance resulting from planned expenditures for capital improvement projects.

Capacity fee income and **capital project expenses** vary greatly from year to year and are difficult to project.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Joseph Lillio, Finance Manager

ATTACHMENTS:

[Chart of Revenue and Expenditure Variances](#)

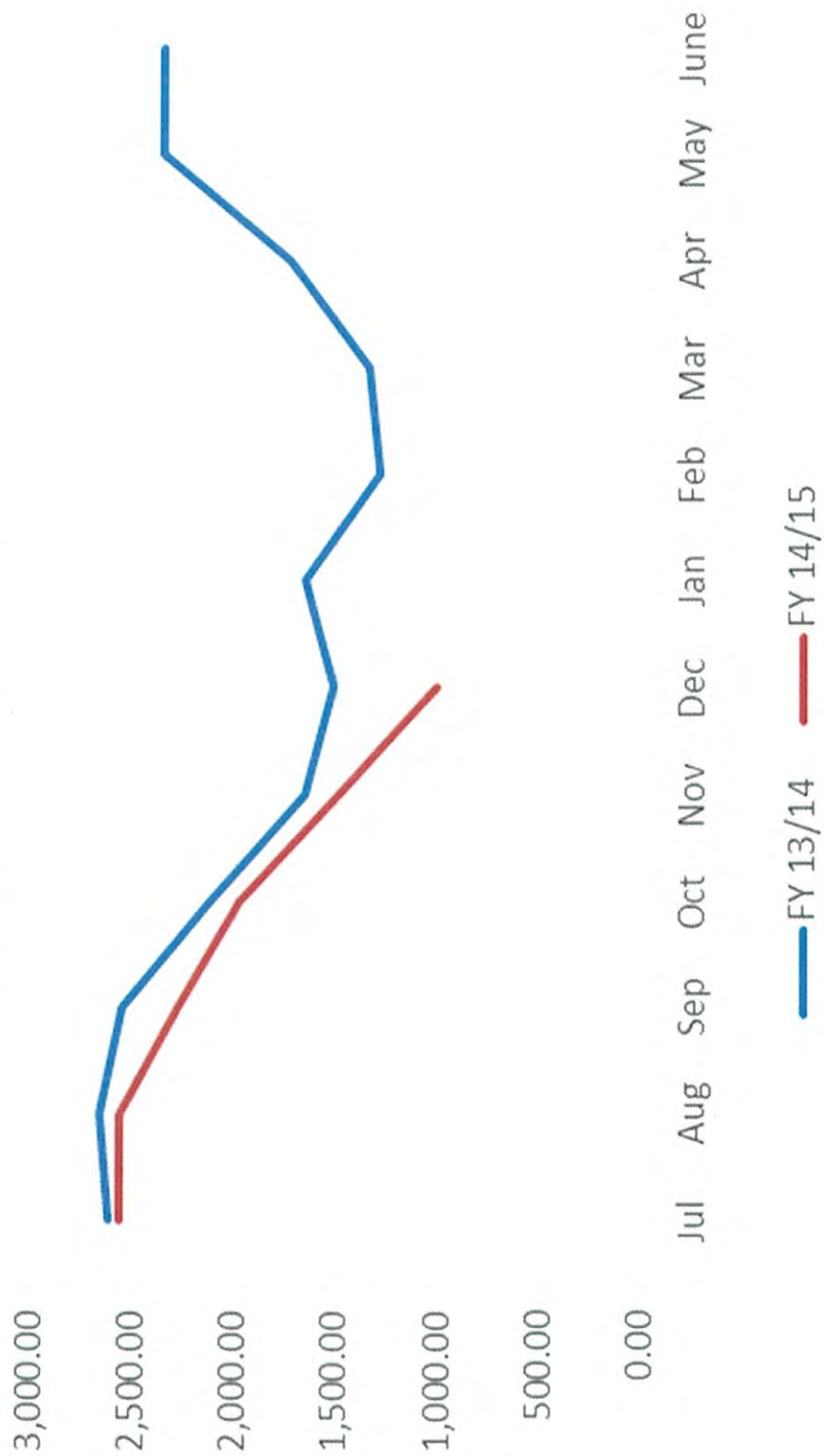
[2nd Quarter Financial Review](#)

All Enterprises – Variances to Prior Year and to Budget

Second Quarter FY 2014-15

Title	Actual	Prior Year Variance +/-	Budget Variance +/-
Potable Water Revenue	\$ 19,015,601	P \$ 341,400	P \$ 248,096
Potable Water Expense	\$ 18,348,275	N \$ 27,776	P \$ 740,587
Recycled Water Revenue	\$ 4,229,633	N \$ 395,327	P \$ 65,332
Recycled Water Expense	\$ 1,551,953	P \$ 247,407	N \$ 165,793
Sanitation Revenue	\$ 8,643,865	P \$ 272,992	N \$ 16,382
Sanitation Expense	\$ 5,261,815	N \$ 139,859	P \$ 148,101
Interest Income	\$ 225,545	N \$ 29,823	P \$ 40,285
Capacity Fee Income	\$ 57,991	N \$ 781,723	N \$ 425,709
Capital Project Expenses	\$ 7,433,479	N \$ 3,375,337	P \$ 4,137,410

Acre Feet Delivered

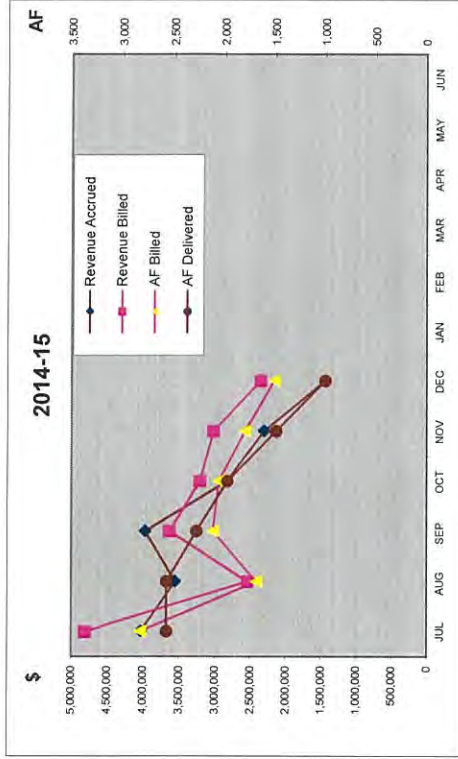


POTABLE WATER SALES
Source: Potable Water Accrual.XLS

2014-15

	Revenue Accrued	Revenue Billed	AF Billed	Rev Billed / AF Billed	AF Delivered	Rev Accrued / AF Delivrd
JUL	4,024,652	4,807,340	2,824	1,702.32	2,569.80	1,566.13
AUG	3,551,340	2,538,682	1,690	1,502.18	2,569.70	1,382.01
SEP	3,970,233	3,631,764	2,120	1,713.10	2,281.10	1,740.49
OCT	2,832,199	3,209,264	2,061	1,557.14	1,977.00	1,432.57
NOV	2,303,813	3,018,312	1,801	1,675.91	1,494.20	1,541.84
DEC	1,437,687	2,350,118	1,512	1,554.31	1,005.40	1,429.97
JAN						
FEB						
MAR						
APR						
MAY						
JUN						
	18,119,913	19,555,480	12,008	1,628.54	11,897	1,523.04

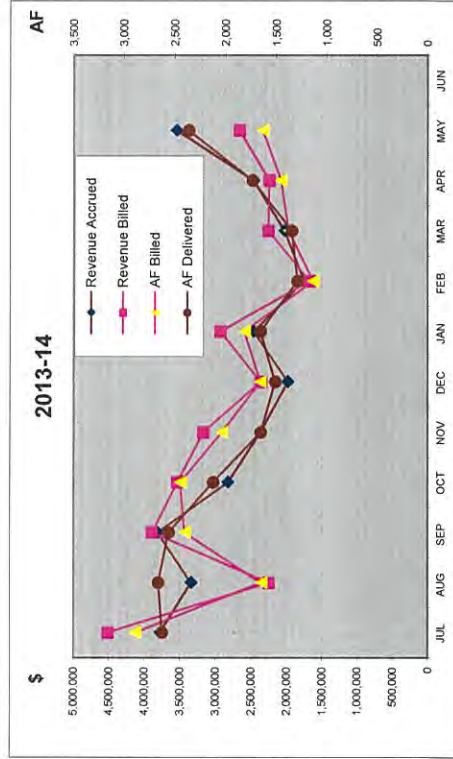
JUL	
AUG	
SEP	
OCT	
NOV	
DEC	
JAN	
FEB	
MAR	
APR	
MAY	
JUN	



2013-14

	Revenue Accrued	Revenue Billed	AF Billed	Rev Billed / AF Billed	AF Delivered	Rev Accrued / AF Delivrd
JUL	3,771,422	4,516,282	2,888	1,563.81	2,621.40	1,438.71
AUG	3,337,482	2,249,150	1,649	1,363.95	2,659.70	1,254.83
SEP	3,808,674	3,886,735	2,403	1,617.45	2,559.50	1,488.05
OCT	2,822,985	3,534,416	2,444	1,446.16	2,121.80	1,330.47
NOV	2,368,166	3,168,408	2,036	1,556.19	1,654.10	1,431.69
DEC	1,979,568	2,360,410	1,658	1,423.65	1,511.40	1,309.76
JAN	2,461,971	2,928,694	1,813	1,615.39	1,656.60	1,486.16
FEB	1,747,950	1,673,257	1,136	1,472.94	1,289.90	1,355.10
MAR	2,027,466	2,257,629	1,379	1,637.15	1,346.10	1,506.18
APR	2,464,086	2,243,403	1,454	1,542.92	1,735.90	1,419.49
MAY	3,543,879	2,661,922	1,633	1,630.08	2,363.10	1,499.67
JUN				#DIV/0!		#DIV/0!
	30,333,650	31,480,307	20,493	1,536.15	21,520	1,409.59

JUL	
AUG	
SEP	
OCT	
NOV	
DEC	
JAN	
FEB	
MAR	
APR	
MAY	
JUN	





Quarterly Financial Report

FY14-15 Year to Date as of December 31

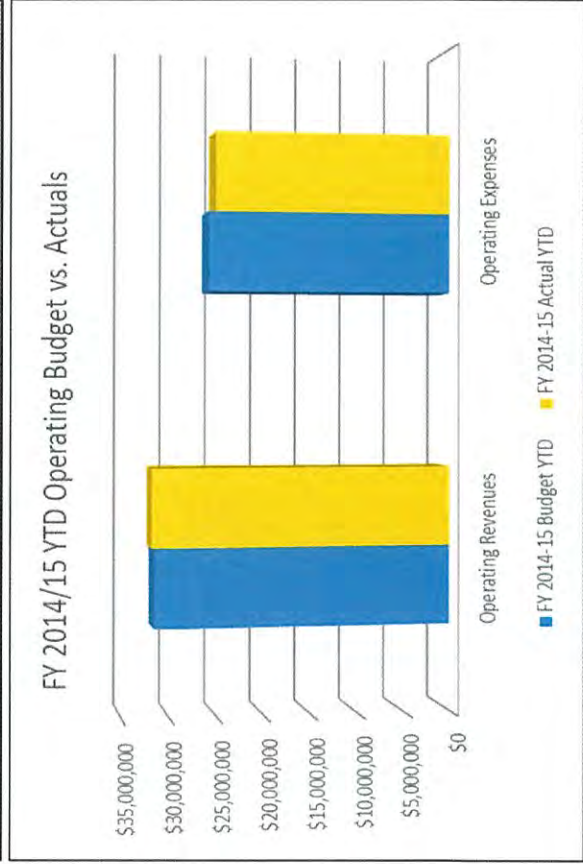
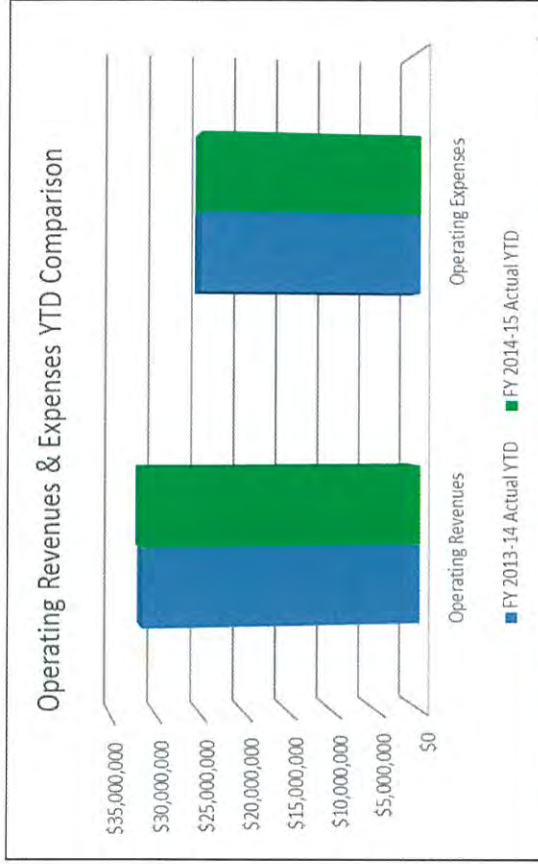
	FY13-14 Actual YTD	FY14-15 Budget YTD	FY14-15 Actual YTD
Total Revenues	\$34,102,504	\$33,074,666	\$33,112,200
Total Expenses	\$31,613,830	\$39,771,690	\$34,911,383
Net Sources (Uses) of Funds	\$2,488,674	\$(6,697,024)	\$(1,799,183)

Total Enterprise Operation This Year

Second Quarter FY 2014-15

	FY 13-14 Actual	FY 14-15 Budget	FY 14-15 Actual
	YTD	YTD	YTD

<u>Total</u>			
Total Operating Revenues	\$ 31,670,034	\$ 31,592,053	\$ 31,889,099
Source of Supply	14,320,464	14,007,487	13,517,657
Purchased Services	4,433,506	4,669,405	4,570,262
Operating & Maintenance Expenses	2,740,416	2,772,942	3,284,322
Administrative Expenses	3,747,429	4,435,104	3,789,801
Total Operating Expenses	25,241,815	25,884,938	25,162,042
Operating Income available for Replacement Projects and Debt Service	\$ 6,428,219	\$ 5,707,115	\$ 6,727,057



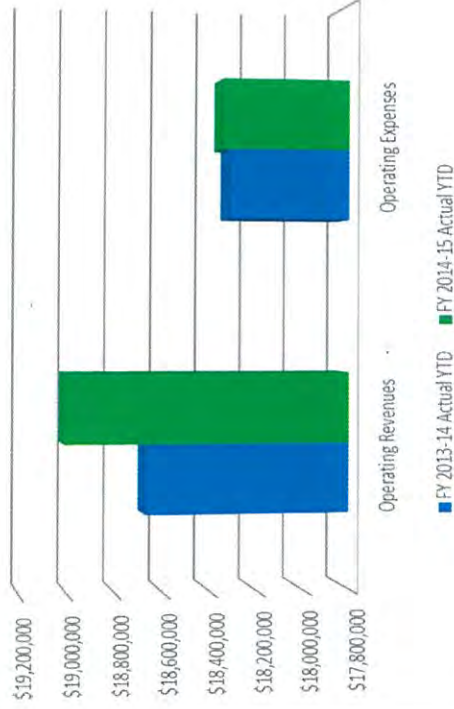
Potable Water

This Year

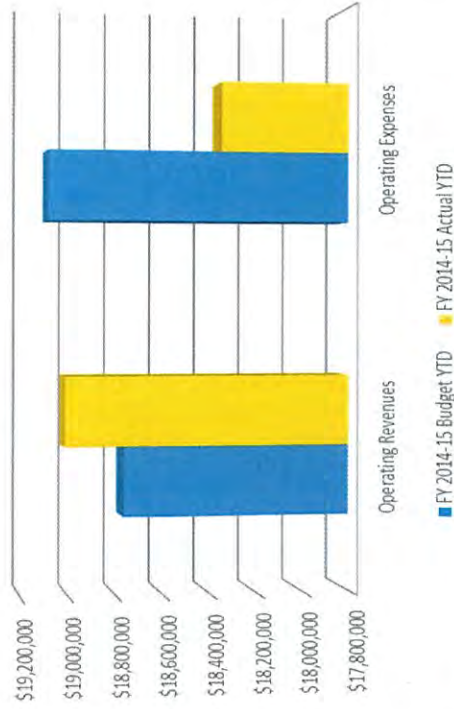
Second Quarter FY 2014-15

	FY 13-14 Actual YTD	FY 14-15 Budget YTD	FY 14-15 Actual YTD
<u>Potable Water</u>			
Total Operating Revenues	\$ 18,674,201	\$ 18,767,505	\$ 19,015,601
Source of Supply	12,775,976	12,933,322	12,208,661
Operating & Maintenance Expenses	2,482,527	2,513,216	3,093,804
Administrative Expenses	3,061,996	3,642,324	3,045,810
Total Operating Expenses	18,320,499	19,088,862	18,348,275
Operating Income available for Replacement Projects	\$ 353,702	\$ (321,357)	\$ 667,326

PW Operating Revenues & Expenses YTD Comparison



FY 2014/15 PW Operating YTD Budget vs. Actuals



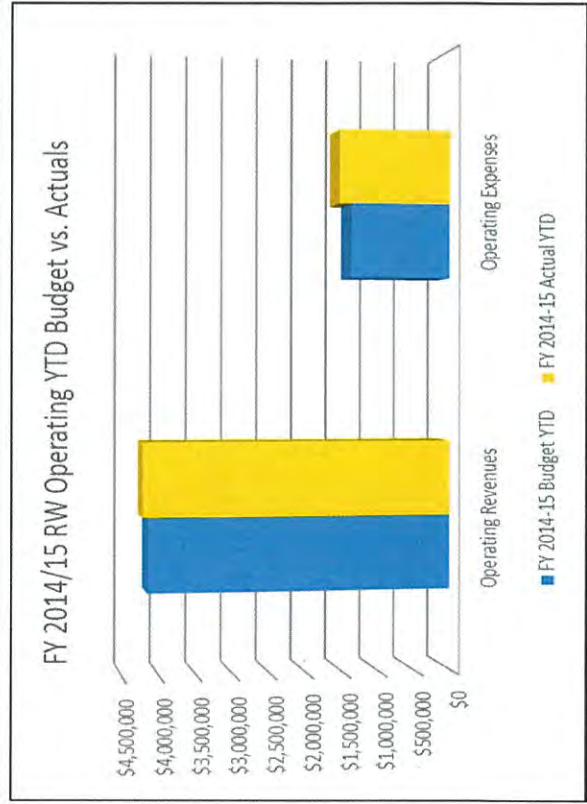
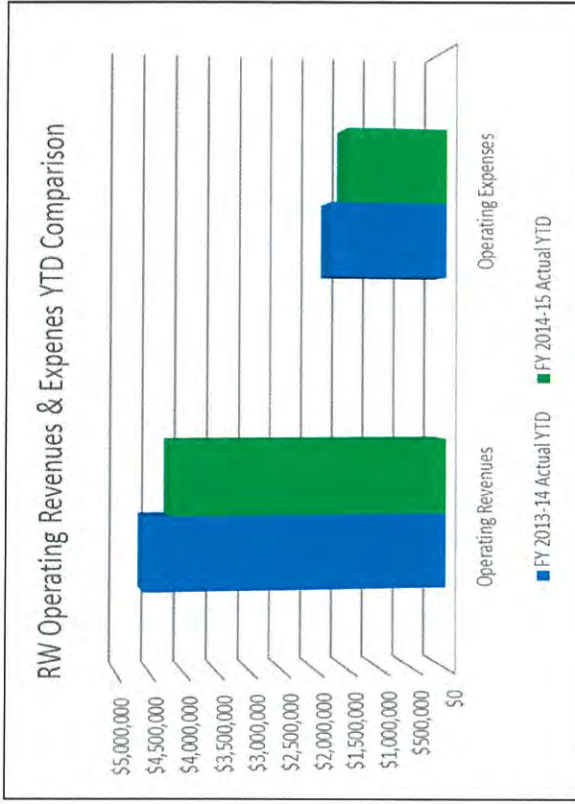
Recycled Water This Year

Second Quarter FY 2014-15

	FY 13-14 Actual YTD	FY 14-15 Budget YTD	FY 14-15 Actual YTD
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Recycled Water

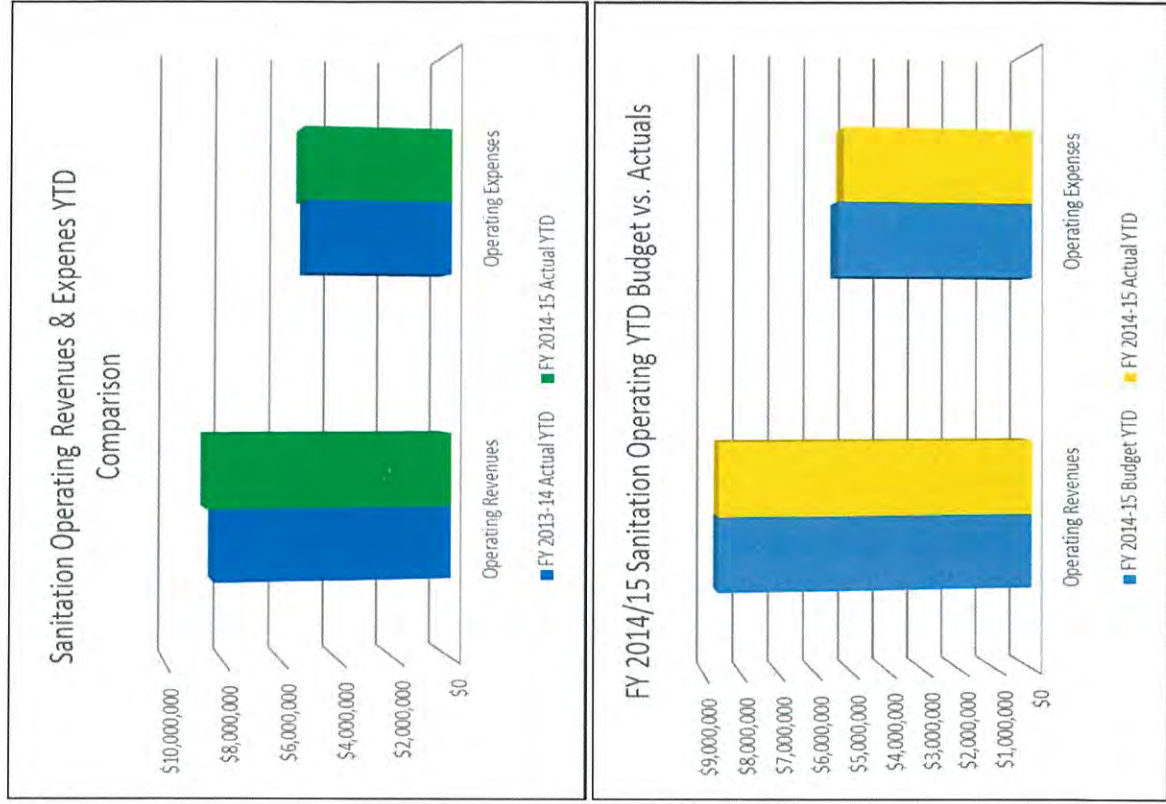
Total Operating Revenues	\$ 4,624,960	\$ 4,164,301	\$ 4,229,633
Source of Supply	1,544,488	1,074,165	1,308,996
Operating & Maintenance Expenses	60,630	95,383	55,360
Administrative Expenses	194,242	216,612	187,597
Total Operating Expenses	1,799,360	1,386,160	1,551,953
Operating Income available for Rw			
Repl Projects & Sanitation Operation	\$ 2,825,600	\$ 2,778,141	\$ 2,677,680
Replacement			



Sanitation This Year

Second Quarter FY 2014-15

	<u>FY 13-14 Actual</u>	<u>FY 14-15 Budget</u>	<u>FY 14-15 Actual</u>
	<u>YTD</u>	<u>YTD</u>	<u>YTD</u>
<u>Sanitation</u>			
Total Operating Revenues	\$ 8,370,873	\$ 8,660,247	\$ 8,643,865
Purchased Services	4,433,506	4,669,405	4,570,262
Operating & Maintenance Expenses	197,259	164,343	135,159
Administrative Expenses	491,191	576,168	556,394
Total Operating Expenses	5,121,956	5,409,916	5,261,815
Operating Income available for Replacement Projects	\$ 3,248,917	\$ 3,250,331	\$ 3,382,050



Las Virgenes Municipal Water District
Quarterly Update - Comparison to Budget at December 31, 2014
FY 14-15 Year to Date

	<u>FY 13-14 Actual YTD</u>	<u>FY 14-15 Budget YTD</u>	<u>FY 14-15 Actual YTD</u>
<u>Total Revenues</u>			
Operating Revenues	\$ 31,670,034	\$ 31,592,053	\$ 31,889,099
Capacity Fees	839,714	483,700	57,991
Other (Stand-by, Interest Inc, Property Tax)	1,592,756	998,913	1,165,110
Total Revenues	<u>34,102,504</u>	<u>33,074,666</u>	<u>33,112,200</u>
<u>Total Expenses</u>			
Operating Expenses:			
Staff Salaries	\$ 4,685,218	\$ 4,898,893	\$ 4,713,904
Staff Salaries - Overtime	183,702	113,064	154,515
Other Operating Expenses	20,372,895	20,872,981	20,293,623
Capital Project Expenses	4,058,142	11,570,889	7,433,479
Other (Debt Service, bond amortization)	2,313,873	2,315,863	2,315,862
Total Expenses	<u>31,613,830</u>	<u>39,771,690</u>	<u>34,911,383</u>
Net Sources (Uses) of Funds	<u>\$ 2,488,674</u>	<u>\$ (6,697,024)</u>	<u>\$ (1,799,183)</u>

Las Virgenes Municipal Water District
Quarterly Update - Comparison to Budget at December 31, 2014
FY14-15 Year to Date

	<u>FY 13-14 Actual YTD</u>	<u>FY 14-15 Budget YTD</u>	<u>FY 14-15 Actual YTD</u>
<u>Total</u>			
Total Operating Revenues	\$ 31,670,034	\$ 31,592,053	\$ 31,889,099
Source of Supply	14,320,464	14,007,487	13,517,657
Purchased Services	4,433,506	4,669,405	4,570,262
Operating & Maintenance Expenses	2,740,416	2,772,942	3,284,322
Administrative Expenses	3,747,429	4,435,104	3,789,801
Total Operating Expenses	25,241,815	25,884,938	25,162,042
Operating Income available for Replacement Projects and Debt Service	<u>\$ 6,428,219</u>	<u>\$ 5,707,115</u>	<u>\$ 6,727,057</u>
<u>Potable Water</u>			
Total Operating Revenues	\$ 18,674,201	\$ 18,767,505	\$ 19,015,601
Source of Supply	12,775,976	12,933,322	12,208,661
Operating & Maintenance Expenses	2,482,527	2,513,216	3,093,804
Administrative Expenses	3,061,996	3,642,324	3,045,810
Total Operating Expenses	18,320,499	19,088,862	18,348,275
Operating Income available for Replacement Projects	<u>\$ 353,702</u>	<u>\$ (321,357)</u>	<u>\$ 667,326</u>
<u>Recycled Water</u>			
Total Operating Revenues	\$ 4,624,960	\$ 4,164,301	\$ 4,229,633
Source of Supply	1,544,488	1,074,165	1,308,996
Operating & Maintenance Expenses	60,630	95,383	55,360
Administrative Expenses	194,242	216,612	187,597
Total Operating Expenses	1,799,360	1,386,160	1,551,953
Operating Income available for Rw Repl Projects & Sanitation Operation Replacement	<u>\$ 2,825,600</u>	<u>\$ 2,778,141</u>	<u>\$ 2,677,680</u>
<u>Sanitation</u>			
Total Operating Revenues	\$ 8,370,873	\$ 8,660,247	\$ 8,643,865
Purchased Services	4,433,506	4,669,405	4,570,262
Operating & Maintenance Expenses	197,259	164,343	135,159
Administrative Expenses	491,191	576,168	556,394
Total Operating Expenses	5,121,956	5,409,916	5,261,815
Operating Income available for Replacement Projects	<u>\$ 3,248,917</u>	<u>\$ 3,250,331</u>	<u>\$ 3,382,050</u>

**Las Virgenes Municipal Water District
Capital Improvement Project Status
December 31, 2014**

<i>Job # - Description</i>	<i>Total Project Appropriations</i>	<i>Prior Year Expenditures</i>	<i>Current Year Expenditures</i>	<i>Total Project Expenditures</i>	<i>Balance Available</i>
Completed Projects					
10344 E/W Trnsm: Calabazas Rd.-LV Rd Construct an east-west transmission pipeline from the existing 30-inch potable transmission main on Mureau Road to the existing 30-inch main near the intersection of Agoura Road and Las Virgenes Road. Project complete, accepted by Board of Directors on July 22, 2014, Item 8A.	\$7,287,975	\$6,090,552	\$156,252	\$6,246,804	\$1,041,171
10518 L/S #2 Suction Line Repair Work completed in-house: charged to operating expense.	\$45,000	\$0	\$0	\$0	\$45,000
Total Completed Projects	\$7,332,975	\$6,090,552	\$156,252	\$6,246,804	\$1,086,171
Projects on Hold					
10446 Buffer Land at Rancho This is a placeholder program for potential acquisition of additional buffer land around Rancho (no property is currently identified). Placeholder	\$250,000	\$0	\$0	\$0	\$250,000
10448 Rancho Polymer Feed System Reh Evaluate and update polymer feed system at Rancho. Project On Hold	\$121,000	\$46,822	\$0	\$46,822	\$74,178
10493 Tapia: Sludge Screening Install a screener for primary and secondary sludge at Tapia. Project On Hold	\$385,000	\$0	\$0	\$0	\$385,000
10512 Tapia: Primary Tank Rehab Repair concrete and install protective coatings on primary tanks at Tapia. Project On Hold	\$685,000	\$115,844	\$252,429	\$368,273	\$316,727
10513 Tapia Gate & Drive Rpl-FY12-13 Replaces existing gates in the tanks and channels at Tapia as well as drive mechanisms for flights and chains. Project On Hold	\$309,650	\$0	\$6,020	\$6,020	\$303,630
10537 Raw Sludge WetWell Mixing Impv Replace the existing raw sludge mixing pump at Tapia with a more suitable unit. Project On Hold	\$100,000	\$0	\$0	\$0	\$100,000

<i>Job # - Description</i>	<i>Total Project Appropriations</i>	<i>Prior Year Expenditures</i>	<i>Current Year Expenditures</i>	<i>Total Project Expenditures</i>	<i>Balance Available</i>
Projects on Hold					
10539 Saddletree Tank Improvements Perform recommended interior and exterior overhaul of the Saddletree water tank. Project On Hold	\$274,165	\$16,256	\$0	\$16,256	\$257,909
10587 RW Storage Study-FY 14-15 Study of potential recycled water storage areas. Project On Hold	\$300,000	\$0	\$0	\$0	\$300,000
Total Projects on Hold	\$2,424,815	\$178,922	\$258,449	\$437,371	\$1,987,444
Projects to complete by June 30, 2015					
10418 Rehab 18" RW Pipe (Tapia/MIhd) Replace failing recycled water pipelines between Tapia WRF and Mulholland Highway. Design	\$443,231	\$279,834	\$33,001	\$312,835	\$130,396
10476 5 MG Tank @ LV Reservoir New 5 million gallon concrete reservoir (tank) near the Las Virgenes reservoir. In Progress / Construction	\$13,606,169	\$4,289,482	\$4,837,298	\$9,126,780	\$4,479,389
10487 Construct 3rd Digester @Rancho Construct a third anaerobic digester at the Rancho Composting Facility. Project Being Closed Out	\$7,315,726	\$6,579,466	\$1,161,613	\$7,741,079	(\$425,353)
10508 Tank Renovation:Calabasas Tank Coating, repairs and mechanical improvements to the Calabasas water tank. In Progress / Construction	\$2,756,038	\$220,295	\$1,008,646	\$1,228,941	\$1,527,097
10522 Rsvr #2 Imprvmt (Lining Cover Cement lining of slopes of Reservoir No. 2. (recycled water). In Progress / Construction	\$1,607,010	\$77,886	\$43,996	\$121,882	\$1,485,128
10542 Vault Lid Replacement Replace potable water system vault lids to provide safer and easier access. In Progress / Construction	\$336,750	\$167,241	\$10,355	\$177,596	\$159,154
10543 Bldg. 7 & 8 HVAC Integration Upgrade and replace LVMWD campus air conditioner and chiller system. In Progress / Construction	\$267,000	\$0	\$21,446	\$21,446	\$245,554

<i>Job # - Description</i>	<i>Total Project Appropriations</i>	<i>Prior Year Expenditures</i>	<i>Current Year Expenditures</i>	<i>Total Project Expenditures</i>	<i>Balance Available</i>
<i>Projects to complete by June 30, 2015</i>					
10562 Tapia Structural Repairs Tapia Structural Repairs (combined with IIP No. 10582).	\$46,500	\$0	\$0	\$0	\$46,500
10566 Tapia Altnv Disinfectn Safety Safety improvements/upgrades at Tapia. Project Being Closed Out	\$85,750	\$0	\$18,867	\$18,867	\$66,883
10569 Security Fencing, PW Tnk Sites Security fencing for Calabasas and Twin Lakes water tank sites. In Progress / Construction	\$121,000	\$0	\$35,885	\$35,885	\$85,115
10570 RLV Compost Fac: New Loader Purchase of replacement loader for use at Rancho. In Progress / Construction	\$180,000	\$0	\$0	\$0	\$180,000
10571 Vehicle Rpl Program - FY14-15 Fleet vehicle replacement for fiscal year 2014-2015. Project Complete	\$175,000	\$0	\$14,116	\$14,116	\$160,884
10572 Agoura Rd Widening Project Valve cover, manhole lid and relocation of appurtenances following following street overlays. In Progress / Construction Reimbursed through Measure R funding	\$60,000	\$0	\$850	\$850	\$59,150
10574 Rancho Facility Improvement Purchase sump pumps, conveyor screw replacement, compressor, agitator repairs, and amendment bin overhaul (Rancho). In Progress / Construction	\$174,500	\$0	\$0	\$0	\$174,500
10580 Tapia Equipment Replacement Purchase of replacement equipment at Tapia. In Progress / Construction	\$70,750	\$0	\$15,552	\$15,552	\$55,198
10581 PW System Equipment Upgrades Replace emergency generator components and filter pump components for the potable water system. In Progress / Construction	\$38,500	\$0	\$0	\$0	\$38,500
10583 Fleet Maint-Oil Lub System Replace failing oil lubrication system for routine maintenance of District vehicles. In Progress / Construction	\$21,500	\$0	\$0	\$0	\$21,500

<i>Job # - Description</i>	<i>Total Project Appropriations</i>	<i>Prior Year Expenditures</i>	<i>Current Year Expenditures</i>	<i>Total Project Expenditures</i>	<i>Balance Available</i>
Projects to complete by June 30, 2015					
10584 Electric/Instrumentatn Equipmt Electrical/instrumentation equipment purchases. In Progress / Construction	\$14,500	\$0	\$12,390	\$12,390	\$2,110
10585 IT Capital Purchases-FY 14-15 Purchase of Information Technology related software and equipment.	\$145,500	\$0	\$23,679	\$23,679	\$121,821
10586 AMR Implementation- FY 14-15 Installation of automated meter reading/advanced metering infrastructure (AMR/AMI) for the potable water system. In Progress / Construction	\$1,275,000	\$0	\$0	\$0	\$1,275,000
10589 WIMS Software Implementation Purchase and installation of water information management solution (WIMS). In Progress / Construction	\$32,350	\$0	\$16,500	\$16,500	\$15,850
10590 PW System Rehab.- FY 14-15 Multiple year programs to maintain reliable service within the potable water system by replacing PRV stations. Design	\$242,300	\$0	\$0	\$0	\$242,300
10591 Calabasas Ridge RW Main Ext. Calabasas ridge recycled water system extension. Consultant Selection	\$60,100	\$0	\$0	\$0	\$60,100
Total Projects to complete by June 30, 2015	\$29,075,174	\$11,614,204	\$7,254,194	\$18,868,398	\$10,206,776
Multi-Year Projects					
10236 Raise Air Vac Valves Install air-vacuum valves and piping modifications in West Hills and Hidden Hills. Design	\$266,300	\$25,801	\$0	\$25,801	\$240,499
10372 Calabasas Pk Estate Sys Rehab	\$385,000	\$463,651	\$0	\$463,651	(\$78,651)
10430 Twin Lakes PIS Pipeline Proj. New pipeline through Chatsworth Park to the Twin Lakes pump station. Design Complete	\$1,700,000	\$19,931	\$493	\$20,424	\$1,679,576
10463 Bldg 1 Tenant Improvements To provide necessary improvements that may include, but not limited to, painting, minor mechanical electrical work and cosmetic upgrades in order to facilitate a short term lease.	\$227,380	\$146,154	(\$672)	\$145,482	\$81,898

<i>Job # - Description</i>	<i>Total Project Appropriations</i>	<i>Prior Year Expenditures</i>	<i>Current Year Expenditures</i>	<i>Total Project Expenditures</i>	<i>Balance Available</i>
Multi-Year Projects					
10520 SCADA System Communictn Upgrd Upgrade the JPA owned portion of the supervisory control and data acquisition system (SCADA) system to an Ethernet based radio network and provide additional data paths for system redundancy. Design	\$93,100	\$6,239	\$0	\$6,239	\$86,861
10521 SCADA System Comm Upgrd (LV) Upgrade the LVMWD owned portion of the supervisory control and data acquisition system (SCADA) system to an Ethernet based radio network and provide additional data paths for system redundancy. Design	\$448,450	\$102,719	\$61,788	\$164,507	\$283,943
10536 Agoura Rd RW 8"-Ladyface-Cornl Construct 5,000 feet of recycled water main extension along Agoura Road. Pending Board Approval	\$423,103	\$89,889	\$24,290	\$114,179	\$308,924
10538 Tapia Channel Mixing Improvmt Replace air channel mixing components at the Tapia water reclamation facility (WRF). Out to bid	\$458,205	\$32,449	\$7,198	\$39,647	\$418,558
10540 Lost Hills Overpass RW Main Relocation of recycled water main due to demolition of Lost Hills overpass. Pending Board Approval	\$363,744	\$49,243	\$32,660	\$81,903	\$281,841
10541 Building 8 Computer Cntr Upgrd Upgrade District campus computer systems to provide additional protection of equipment and data. In Progress / Construction	\$165,000	\$19,070	\$0	\$19,070	\$145,930
10544 Centrate Tank CP System Repl. Cathodic protection for centrate treatment and storage tanks at the Rancho Las Virgenes Compost Facility. In Progress / Construction	\$143,937	\$36,108	\$10,095	\$46,203	\$97,734
10549 Rancho Agitator Control Upgrd Upgrades to the Rancho Las Virgenes Compost Facility agitator control system. Project Being Closed Out	\$27,564	\$13,564	\$0	\$13,564	\$14,000
10551 Centrate System-Pump Impellers Upgrade Rancho centrate system pump impellers to handle solids in the system. In Progress / Construction	\$35,000	\$0	\$0	\$0	\$35,000
10553 PW System Rehabilitation Multiple year programs to maintain reliable service within the potable water system by replacing PRV stations. Design	\$37,409	\$37,409	\$0	\$37,409	\$0

<i>Job # - Description</i>	<i>Total Project Appropriations</i>	<i>Prior Year Expenditures</i>	<i>Current Year Expenditures</i>	<i>Total Project Expenditures</i>	<i>Balance Available</i>
Multi-Year Projects					
10556 Interconnection With CIMWD Design and construct a potable water interconnection with the Calleguas Municipal Water District. Pending Board Approval	\$45,000	\$32,268	\$0	\$32,268	\$12,732
10557 Westlake Filtrn Plant Expansn Replace pumps and motors to increase capacity and reduce regulatory requirements. Design	\$440,000	\$0	\$44,764	\$44,764	\$395,236
10558 Westlake P/S Upgrade Update aging pump engines to achieve higher flow rate and provide better utilization of reservoir when it is at lower levels. Design	\$205,000	\$0	\$33,077	\$33,077	\$171,923
10559 Manhole Rehab, F2/F3 Line Rehabilitate manholes identified and prioritized in the Sewer Rehabilitation Study. Pending Board Approval	\$15,000	\$0	\$0	\$0	\$15,000
10560 Rancho:Rehab Existg CentrateLn Provide mechanical and/or chemical cleaning of minerals from the existing centrate line.	\$175,390	\$0	\$0	\$0	\$175,390
10561 NPDES Permit Renewal Project to coordinate the renewal of the Tapia NPDES permit, which expires in August, 2015. Pending Board Approval	\$25,000	\$0	\$0	\$0	\$25,000
10563 Tapia Suplmtl Carbon Study Study to identify supplemental carbon sources needed for the biological denitrification process at Tapia. Pending Board Approval	\$85,000	\$0	\$0	\$0	\$85,000
10564 Centrate Equalization Tank Construct a centrate equalization tank at the centrate treatment facility at Tapia. Consultant Selection	\$890,000	\$0	\$0	\$0	\$890,000
10565 Rancho LV:Digester Cleang/Rpr Clean out and evaluate the condition of digesters that have been in service for more than 20 years. Pending Board Approval	\$287,500	\$0	\$0	\$0	\$287,500
10567 Progmbble Logic Contrlr Upgrd Replace obsolete programmable logic controllers and upgrade other electrical equipment at Tapia. Pending Board Approval	\$216,500	\$0	\$0	\$0	\$216,500

<i>Job # - Description</i>	<i>Total Project Appropriations</i>	<i>Prior Year Expenditures</i>	<i>Current Year Expenditures</i>	<i>Total Project Expenditures</i>	<i>Balance Available</i>
Multi-Year Projects					
10568 Twin Lakes Tnk Drainage Proj. Replace the existing drainage system at the Twin Lakes tank site. Design	\$346,000	\$0	\$27,824	\$27,824	\$318,176
10573 Sewer Grit Handling Development of a sewer grit dewatering, removal and handling system at Tapia. Design	\$50,000	\$0	\$0	\$0	\$50,000
10575 Building No. 8 Improvement Repair and replace HVAC controls and perform interior painting at LVMWD Campus Building No. 8 (headquarters). In Progress / Construction	\$12,750	\$0	\$0	\$0	\$12,750
10576 Building No. 7 Improvement Interior painting, warehouse lighting, locker room countertop, parking lot slurry seal, Building #7 (LVMWD Campus). In Progress / Construction	\$24,500	\$0	\$0	\$0	\$24,500
10577 PW Pump Station Improvements Repair and replace potable water system pump station components. Pending Board Approval	\$5,000	\$0	\$0	\$0	\$5,000
10578 Security Upgrades-LVMWD Security improvements at LVMWD facilities. In Progress / Construction	\$5,000	\$0	\$0	\$0	\$5,000
10579 Security Upgrades- JPA Security improvements at JPA facilities. In Progress / Construction	\$5,000	\$0	\$0	\$0	\$5,000
10582 Tapia Balancg Pond Sealant Rpl Replace sealant in balancing pond and fix sub grade of the return activated sludge (R.A.S.) pumps to address settling. Design	\$80,500	\$0	\$0	\$0	\$80,500
10588 Woodland Hills Golf Crs-RW Ext Installation of a recycled water pipeline to the City of Los Angeles. Expenses under this project will be reimbursed by the Los Angeles Department of Water and Power. Pending Board Approval	\$310,000	\$0	\$0	\$0	\$310,000
Total Multi-Year Projects	\$7,997,332	\$1,074,495	\$241,517	\$1,316,012	\$6,681,320

<i>Job # - Description</i>	<i>Total Project Appropriations</i>	<i>Prior Year Expenditures</i>	<i>Current Year Expenditures</i>	<i>Total Project Expenditures</i>	<i>Balance Available</i>
<i>Totals</i>	<u>\$46,830,296</u>	<u>\$18,958,173</u>	<u>\$7,910,412</u>	<u>\$26,868,585</u>	<u>\$19,961,711</u>
<i>Less: Triunfo Sanitation District's share of JPA Projects</i>	<u>\$4,647,132</u>	<u>\$2,154,239</u>	<u>\$476,933</u>	<u>\$2,631,172</u>	<u>\$2,015,960</u>
<i>Total Las Virgenes share: All Projects</i>	<u>\$42,183,164</u>	<u>\$16,803,934</u>	<u>\$7,433,479</u>	<u>\$24,237,413</u>	<u>\$17,945,751</u>



February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Resource Conservation & Public Outreach

Subject: Conservation Program Update: Swimming Pools, Rain Barrels and Turf Removal Program (Pg. 142)

SUMMARY:

This report provides an update on four water conservation program topics: (1) pool cover rebates, (2) pool filling and refilling, (3) rain barrels, and (4) turf removal. Additionally, staff recommends a budget increase for the Mow-No-Mow Turf Removal Program, from \$1,128,000 to \$2,186,000. With the exception of internal administrative costs, the Program is 100% reimbursable by MWD.

RECOMMENDATION(S):

Approve a \$1,058,000 increase to the Fiscal Year 2014-15 Budget for the Mow-No-Mow Turf Removal Program, from \$1,128,000 to \$2,186,000, which is 100% reimbursable by Metropolitan Water District of Southern California except for internal administrative costs.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The additional cost to administer the Mow-No-Mow Turf Removal Program for Fiscal Year 2014-15 is \$58,000.

DISCUSSION:

Pool Cover Rebates:

On October 4, 2014, the Board authorized staff to explore development of a Pool Cover Rebate Program using unspent Proposition 50 grant funds, which would be subject to approval by the Department of Water Resources (DWR) for reallocation. However, additional research indicates that such a rebate program may not be practical and sustainable, primarily because of the inability to quantify water savings that would need to be demonstrated if the funds were re-allocated. Quantifying water savings for pool covers depends on the frequency of the cover's usage.

Santa Margarita Water District recently found that of 38 rebates issued through its pool cover rebate program, only 16 customers had actually utilized the cover based on a post-rebate survey. In addition, MWD was previously unsuccessful in obtaining Proposition 13 funding for a similar program. DWR, the agency response for administering the funds, did not approve the program because the water savings were uncertain due to wide variations in estimates for pool cover usage. Given this information, staff recommends pursuing other conservation program opportunities at this time instead of those for pool

covers.

Pool Filling and Refilling:

At the same October meeting, the Board requested that staff consider the issue of pool refilling in terms of allowable frequency, permissible circumstances and, potentially, a lower rate. As a drought measure, most water agencies have prohibited the use of water for filling or refilling swimming pools. However, make-up water associated with evaporative losses is generally allowed.

Staff recommends that the pool filling and refilling issue would best be addressed as part of the on-going development of budget-based water rates. A component of the aerial imagery work included identification of swimming pools and other water features in the service area. This information will be helpful in developing appropriate actions as part of a variance process to address swimming pool filling or refilling. One alternative could be to allow a periodic adjustment to a customer's water budget to accommodate filling or refilling of a swimming pool.

Rain Barrels:

Several agencies currently offer free rain barrels to their customers. Although the District's service area receives a limited amount of rainfall, customers and Board Members have expressed an interest in rain barrels. As a result, staff is investigating the possibility of re-purposing the unspent Proposition 50 grant funds, totaling about \$98,000, to serve a District match for rain barrels, which are currently eligible for a \$75 rebate through the SoCal WaterSmart regional program. The retail cost for a 55-gallon rain barrel is about \$100. The rebate program allows for up to four barrels per home. If approved, a free rain barrel program similar to one being offered by West Basin Municipal Water District to Malibu and Topanga residents (see attached flyer), could be developed. Staff will report back on the outcome of the funding request.

Turf Removal Program:

Given the popularity of the turf removal programs throughout Southern California, staff requested and received approval for \$1 million in additional funding from MWD for the District's Mow-No-Mow Turf Removal Program. The increase augments the \$1 million already committed to the program, bringing the total to \$2 million. Staff estimates that the total cost to administer the program in the current fiscal year will be \$186,000. Therefore, a total budget of \$2,186,000 is required for Fiscal Year 2014-15 with \$2 million reimbursable by MWD.

GOALS:

Provide Safe and Quality Water with Reliable Services

Prepared By: Carlos Reyes, Director of Resource Conservation and Public Outreach

ATTACHMENTS:

[West Basin's Rain Barrel Program Flyer](#)

Catch the Rain & Water Savings

with West Basin's FREE Rain Barrel Program



*Help conserve water in this drought with a **FREE** rain barrel.*

Collecting and reusing rainwater reduces the amount of water flowing into storm drains, local waterways, and ensures that every drop of water is being used efficiently.

To register to receive your free rain barrel, call South Bay Environmental Services Center at 310.371.4633 and ask about our rain barrel program.

Rain barrels will be distributed at West Basin sponsored events. Participants will be notified of event dates.

Product Dimensions: 24 inches diameter x 40 inches tall; 16 pounds; 55 gallon capacity

Rain barrel includes 2' x 3' flexible downspout, water hose connector, overflow fitting, and built-in mosquito screen. Made from repurposed food barrels.

Available in black or Terra-Cotta (pictured) while supplies last.

Guidelines

1. Must be a resident in West Basin's service area
(visit www.westbasin.org/maps to view service area map).
2. Limit 2 per household while supplies last.
3. The rain barrel must be mounted in a way that allows the barrel to receive water unimpeded from a rain gutter.
4. Should not block or restrict access to walkways or pathways.
5. Should be elevated 6 inches off the ground on a solid foundation.
6. Should be strapped to your home for safety if the height of the barrel is two times greater than the width.

Note: First come, first served, while supplies last. Program can conclude at any time.

Sponsored by:



CONNECT WITH US:



ITEM 10A



**IN A DROUGHT.
DO YOUR PART.**



February 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: GFOA Distinguished Budget Presentation Award (Pg. 145)

SUMMARY:

The Government Finance Officers Association of the United States and Canada (GFOA) has awarded the District the GFOA's Distinguished Budget Presentation Award for the Fiscal Year (FY) 2014-15 Budget. The award represents a significant and continuing achievement by the District. It demonstrates the commitment of the Board and staff to meet the highest principles of governmental budgeting and reflects the District's philosophy of transparency to our ratepayers.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

The GFOA established the Distinguished Budget Presentation Awards Program (Budget Awards Program) in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality, reflecting both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting. The Budget Awards Program recognizes individual governmental agencies that succeed in achieving the GFOA's budgeting goals. The GFOA's Budget Awards Program is the only national awards program in governmental budgeting.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Joseph Lillio, Finance Manager

ATTACHMENTS:

[GFOA Budget Award](#)



Government Finance Officers Association

203 North LaSalle Street, Suite 2700

Chicago, Illinois 60601-1210

312.977.9700 fax: 312.977.4806

December 3, 2014

PRESS RELEASE

For Further Information Contact
Stephen J. Gauthier (312) 977-9700

Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **Las Virgenes Municipal Water District, California** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Michael Hamilton, Financial Analyst**

For budgets beginning in 2013, 1,424 participants received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a major professional association servicing the needs of more than 18,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington D.C. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Las Virgenes Municipal Water District
California**

For the Fiscal Year Beginning

July 1, 2014

Executive Director



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

MWD MEETING AGENDA

Regular Board Meeting

February 10, 2015

12:00 p.m. – Board Room

Tuesday, February 10, 2015 Meeting Schedule		
7:00-8:00 a.m.	Rm. 2-413	Dirs. Computer Training
9:30 a.m.	Rm. 2-145	L&C
12:00 p.m.	Board Room	Board Meeting

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

1. Call to Order

- (a) Invocation: James Spicer, Engineer, Engineering Services Group
- (b) Pledge of Allegiance: Director Linda Ackerman

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 January 13, 2015. (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 January

- C. Reappointment of Director John Murray, Jr. from City of Los Angeles
- D. Reappointment of Director Glen Dake from City of Los Angeles
- E. Presentation of five-year service pin to Director Laura Friedman, representing City of Glendale
- F. Presentation of ten-year service pin to Director Daniel Griset, representing City of Santa Ana
- G. Approve Commendatory Resolution for Director Glenn Brown, representing City of Burbank
- H. Approve committee appointments and waiver of Administrative Code Section 2401(b) relating to Directors serving for more than two 2-year terms as Chairman of standing committees (as voted on at the Executive Committee meeting of January 27, 2015)
- I. Nomination and election of nonofficer members of the Executive Committee for two-year term effective February 10, 2015
- J. Chairman's Monthly Activity Report

6. DEPARTMENT HEADS' REPORTS

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

7. CONSENT CALENDAR ITEMS — ACTION

- 7-1** Appropriate \$450,000; and authorize replacement of protection relays at Intake and Gene Pumping Plants (Approp. 15384). (E&O)

ITEM 12A

Recommendation:

Option #1:

Adopt the CEQA determination that the proposed action is categorically exempt, and

- a. Appropriate \$450,000; and**
- b. Authorize construction to replace protection relays at Intake and Gene Pumping Plants.**

- 7-2** Appropriate \$1.35 million; and authorize design to replace discharge valves at Copper Basin and Gene Wash Reservoirs (Approp. 15373). (E&O)

Recommendation:

Option #1:

Adopt the CEQA determination that this action is categorically exempt, and

- a. Appropriate \$1.35 million; and**
- b. Authorize final design to rehabilitate the discharge structures at Copper Basin and Gene Wash Reservoirs.**

(END OF CONSENT CALENDAR)

8. OTHER BOARD ITEMS — ACTION

- 8-1** Authorize entering into a two-year agreement with the California Department of Water Resources to pay up to \$46 million from the Water Management Fund to purchase State Water Project supplies under the Multi-Year Water Pool Demonstration Program. (WP&S)

Recommendation:

Option #1:

Adopt the CEQA determination that the proposed action is not subject to CEQA and is categorically exempt, and authorize the General Manager to enter into a two-year agreement with the California Department of Water Resources to pay up to \$46 million for State Water Project supplies under the Multi-Year Water Pool Demonstration Program to help improve dry-year water supplies in 2015 and 2016.

ITEM 12A

- 8-2** Appropriate \$13.5 million; and award \$9.31 million contract to C. W. Roen Construction Co. for upgrades to the east filters at the Robert B. Diemer Water Treatment Plant (Approp. 15436). (E&O)

Recommendation:

Option #1:

Adopt the CEQA determination that the proposed action is categorically exempt, and

- a. **Appropriate \$13.5 million; and**
- b. **Award \$9.31 million contract to C. W. Roen Construction Co. for upgrades to the east filters at the Diemer plant.**

- 8-3 Express opposition to SB 143 (Stone, R-Indio) – Diamond Valley Reservoir: Recreational Use. (C&L) **(To be mailed separately)**

9. BOARD INFORMATION ITEMS

- 9-1** Potential Turf Removal Program Modifications. (WP&S)

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT

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

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

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

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

ITEM 12A