



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

July 14, 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 List of Demands: July 14, 2015 Approve (Pg.5)

B Minutes: Regular Meeting of March 24, 2015 and June 23, 2015 Approve (Pg.48)

C Directors' Per Diem: June 2015 Ratify (Pg.62)

D Potable Water System Corrosion Control Study: Request for Proposals Approve(Pg.68)

Approve the release of a Request for Proposals for consultant services to perform a corrosion control study of the potable water system.

E Salary Schedule: Correction of Salary Range for GIS Coordinator and Network/Security Coordinator Approve (Pg.87)

Pass, approve and adopt Resolution No. 2467, an amendment of Resolution No. 2466, establishing salaries for employees.

Resolution No. 2467

AN AMENDMENT OF RESOLUTION NO. 2466 OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ESTABLISHING SALARIES FOR EMPLOYEES

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

B Water Supply Conditions and Drought Response (Pg.95)

6. TREASURER

7. FACILITIES AND OPERATIONS

A Recycled Water Reservoir No. 2 Improvements: Final Acceptance (Pg.103)

Approve 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 \$37,629.93, thirty calendar days after filing the Notice of Completion for the Recycled Water Reservoir No. 2 Improvement Project.

B Rehabilitation of Potable Water Pressure Reducing Stations: Award of Contract (Pg.113)

Award a construction contract to A. Bates G.C., Inc., in the amount of \$88,900, for the rehabilitation of the Triunfo and Waterside Pressure Reducing Stations and reject all remaining bids upon receipt of duly executed contract documents.

C Five-Million Gallon Tank: Addition of Four Mature Oak Trees from the City of Agoura Hills for Improved Landscape Screening Purposes (Pg.116)

Authorize the General Manager to issue a purchase order, in the amount of \$36,500 plus a 20% contingency, for a total of \$43,200 to Valley Crest Tree Company for the relocation of four mature oak trees from the City of Agoura Hills to the Five-Million Gallon Tank site.

8. FINANCE AND ADMINISTRATION

A Annual Printing Services: Award (Pg.121)

Accept the bids from MP Printing & Mailing for Category Nos. 1, 3 and 4, and from Excel Print Resources for Category No. 2 of the annual printing services, and authorize the General Manager to approve annual purchase orders with for not-to-exceed amounts of \$72,500 and \$2,500, respectively, with four one-year renewal options.

B Adopted Financial Policies: Update (Pg.146)

Adopt the proposed Financial Policies, incorporating updates to reflect current and best business practices.

9. RESOURCE CONSERVATION AND PUBLIC OUTREACH

A Meter Reading Services: Award (Pg.154)

Accept the bid from Alexander's Contract Services, Inc., and authorize the General Manager to execute a one-year agreement, in the amount of \$172,272, to provide meter reading services.

10. INFORMATION ITEMS

A Claim from G&W Ventures: Las Virgenes Chevron (Pg.157)

11. NON-ACTION ITEMS

A Organization Reports

- (1) MWD Representative Report/Agenda(s) (Pg.163)
- (2) Other

B Director's Reports on Outside Meetings

C General Manager Reports

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

D Director's Comments

12. FUTURE AGENDA ITEMS

13. PUBLIC COMMENTS

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14. CLOSED SESSION

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

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

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

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

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

15. OPEN SESSION AND ADJOURNMENT

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: JAY LEWITT, TREASURER

Payments for Board Meeting of : July 14, 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. 69678 through 69897 were issued in the total amount of \$ 664,675.68

Payments through wire transfers as follows:

6/30/2015 Metropolitan Water Dist. Payment for water deliveries in the month of April 2015 \$ 1,732,154.22

Total wires \$ 1,732,154.22

Total payments \$ 2,396,829.90

(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
07/14/15**

Company Name	Company No.	Check No. 69678 thru 69713 06/23/15	Amount	Check No. 69714 thru 69749 06/30/15	Amount	Check No. 69750 thru 69791 07/07/15	Amount	Check No. 69792 thru 69897 07/14/15	Amount	Total
Potable Water Operations	101		9,190.45	14,889.40	35,233.89	164,529.16		223,842.90		
Recycled Water Operations	102							0.00		
Sanitation Operations	130		238.41			1,108.20		1,346.61		
Potable Water Construction	201							0.00		
Water Conservation Construction	203							0.00		
Sani- Construction	230							0.00		
Potable Water Replacement	301			186.68		83,947.40		84,134.08		
Reclaimed Water Replace	302							0.00		
Sanitation Replacement	330							0.00		
Internal Service	701		27,082.22	31,394.74	37,441.76	45,937.95		141,856.67		
JPA Operations	751		41,480.76	39,209.49	17,542.35	39,045.52		137,278.12		
JPA Construction	752							0.00		
JPA Replacement	754				545.99	77,371.31		77,917.30		
Total Printed			77,991.84	85,680.31	90,763.99	411,939.54		666,375.68		
Voided Checks/payment stopped:										
	701		(1,700.00)							
	Total Voids		(1,700.00)	0.00	0.00	0.00		(1,700.00)		
	Net Total		76,291.84	85,680.31	90,763.99	411,939.54		664,675.68		



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

April 2015	Page No. 1 of 1
Mailed: 05/08/2015	Due Date: 06/30/2015
Invoice Number: 8343	Revision: 0

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

DELIVERIES	Volume (AF)
Total Water Treated Delivered	1,591.6

SALES	Type	Volume (AF)	Rate (\$ /AF)	Total (\$)
Full Service	Tier 1 Supply Rate	1,749.8	\$158.00	\$276,468.40
	System Access Rate	1,749.8	\$257.00	\$449,698.60
	Water Stewardship Rate	1,749.8	\$41.00	\$71,741.80
	System Power Rate	1,749.8	\$126.00	\$220,474.80
	Treatment Surcharge	1,749.8	\$341.00	\$598,681.80
SUBTOTAL				\$1,615,065.40

OTHER CHARGES AND CREDITS	Rate (\$ /AF)	
Conservation Debit/Credit	(\$59,668.00)	
Readiness To Serve Charge(Payment Schedule: M)	\$136,811.82	
Capacity Charge(Payment Schedule: M)	\$40,145.00	
SUBTOTAL		\$117,086.82

ADDITIONAL INFORMATION	Volume (AF)	Tier1 %	Peak Day	Flow (CFS)
Purchase Order Commitment (Jan 2015 to Dec 2024)	162,386.7			
Purchase Order Firm Delivery To Date (Jan 2015 to Dec 2024)	6,757.4			
Tier 1 Annual Limit (For Current Calendar Year)	24,358.0			
Tier 1 YTD Deliveries (For Current Calendar Year)	6,757.4	27.7		
Tier 1 Current Month Deliveries	1,749.8			
Capacity Charge			7/7/2011	43.4

INVOICE TOTAL

Volume AF
1,749.8

Amount Now Due
\$1,732,154.22

Note: Amount Due is based on highlighted fields

P A I D
 wired on 6/30/15
 JC

Approved for Payment
David W. Pedersen 05/14/15
 David W. Pedersen, P.E.

Approved for Payment
David R. Lippman 5/14/15
 David R. Lippman

Batch Number - 238266

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
Number	Date	Number				Number	Item Co		Number
68678	06/23/15	19717	ALLIED INSURANCE	SURETY BND POLY-TREASUR ER JL	PV	139727	001 00701	250.00	910531983/15-16
				Payment Amount				250.00	
68679	06/23/15	2869	AT&T	SRV 6/7-7/6/15	PV	139739	001 00101	196.50	2045/060715
				SRV 6/7-7/6/15	PV	139740	001 00101	396.94	2043/060715
				SRV 6/7-7/6/15	PV	139741	001 00101	32.33	0124/060715
				SRV 6/7-7/6/15	PV	139742	001 00101	65.63	0123/060715
				SRV 6/7-7/6/15	PV	139743	001 00701	83.31	7721/060715
				SRV 6/7-7/6/15	PV	139744	001 00701	114.28	7720/060715
				SRV 6/7-7/6/15	PV	139745	001 00701	114.28	7719/060715
				SRV 6/7-7/6/15	PV	139746	001 00130	98.25	2220/060715
				SRV 6/5-7/4/15	PV	139750	001 00701	399.76	9065/060515
				SRV 6/5-7/4/15	PV	139752	001 00701	401.21	9268/060515
				Payment Amount				1,902.49	
68680	06/23/15	18966	AT&T	SRV 6/5-7/4/15	PV	139751	001 00701	689.26	1657/060515
				Payment Amount				689.26	
68681	06/23/15	9631	AT&T LONG DISTANCE	SRV 4/30-6/2/15	PV	139768	001 00701	670.83	806368136/060415
				SRV 4/30-6/2/15	PV	139768	002 00701	1.57	806368136/060415
				SRV 4/30-6/2/15	PV	139768	003 00701	18.13	806368136/060415
				SRV 4/30-6/2/15	PV	139768	004 00701	.05	806368136/060415
				SRV 4/30-6/2/15	PV	139768	005 00701	16.54	806368136/060415
				SRV 4/30-6/2/15	PV	139768	006 00701	16.84	806368136/060415
				Payment Amount				723.96	

Batch Number - 238266
Bank Account - 00146907 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Document Ty	Document Number	Key Itm	Key Co	Amount	Invoice Number
69662	06/23/15	15253	AT&T MOBILITY	SRV	PV	139759	001	00701	119.72	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	002	00701	18.98	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	003	00701	1,154.17	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	004	00701	30.30	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	005	00701	48.28	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	006	00701	399.72	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	007	00701	17.98	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	008	00701	12.59	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	009	00701	5.39	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	010	00701	234.62	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	011	00701	139.18	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	012	00701	30.30	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	013	00701	232.05	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	014	00701	17.98	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	015	00701	64.87	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	016	00701	48.28	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	017	00701	60.60	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	018	00701	109.29	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	019	00701	17.98	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	020	00701	64.87	992789332X061
				5/4-6/3/15						12015
				SRV	PV	139759	021	00701	59.48	992789332X061

Batch Number - 238266

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
Number	Date	Number				Number	Item Co		Number
				5/4-6/3/15					12015
				SRV	PV	139759	022 00701	157.16	992789332X061
				5/4-6/3/15					12015
				Payment Amount			3,043.79		
69683	06/23/15	7965	B&B PALLET CO.	55 YDS WOOD CHIPS	PV	139714	001 00701	638.00	113505
				55 YDS WOOD CHIPS	PV	139715	001 00701	638.00	622338
				55 YDS WOOD CHIPS	PV	139716	001 00701	638.00	113506
				55 YDS WOOD CHIPS	PV	139717	001 00701	638.00	113507
				55 YDS WOOD CHIPS	PV	139718	001 00701	638.00	113508
				55 YDS WOOD CHIPS	PV	139719	001 00701	638.00	113509
				55 YDS WOOD CHIPS	PV	139720	001 00701	638.00	113510
				55 YDS WOOD CHIPS	PV	139721	001 00701	638.00	113511
				55 YDS WOOD CHIPS	PV	139722	001 00701	638.00	042410
				55 YDS WOOD CHIPS	PV	139723	001 00701	638.00	113512
				55 YDS WOOD CHIPS	PV	139724	001 00701	638.00	113513
				130 YDS WOOD CHIPS	PV	139725	001 00701	1,508.00	113518
				Payment Amount			8,526.00		
69684	06/23/15	6346	COUNTY OF SAN BERNARDINO HUMAN RESOURCES	WRIB MMBRSHIP 7/14-6/15	PV	132653	001 00701	1,700.00	362-14
				Payment Amount			1,700.00		
69685	06/23/15	17862	DAVIDSON, CRAIG	REIMB EXP-WTR TRMT CERT CLASS	PV	139749	001 00701	550.00	051515
				Payment Amount			550.00		
69686	06/23/15	2658	FEDERAL EXPRESS CORP	1 PKG DEL 6/5/15	PV	139773	001 00701	31.09	5-062-65560
				Payment Amount			31.09		

ITEM 4A

Batch Number - 238266
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
69687	06/23/15	4835	FRONTLINE MANAGEMENT, INC.	LVL TRANSMTR@EQST N TNK	PV	139735	001	00701	909.06	1195
69688	06/23/15	18126	GARDENERD	LVL TRANSMTR@EQST N TNK	PV	139735	003	00701	20.00	1195
69689	06/23/15	17199	GOVERNMENT STAFFING SERVICES, INC.	Payment Amount GARDEN CLASS@8/11/15	PV	139726	001	00101	515.68	1956
69690	06/23/15	8304	IFM EFECTOR INC.	Payment Amount 6/1-6/12/15 A.JUMALI	PV	139774	001	00701	2,850.00	125702
69691	06/23/15	6777	CAL-COAST MACHINERY	Payment Amount PRSSR SNSR, CVR, BRKT &MISC	PV	139758	001	00701	1,011.70	20801400
69692	06/23/15	2611	LA DWP	Payment Amount 5/18 TRACTOR OIL/FUEL FLTR SVC	PV	139772	001	00751	471.05	251177
69693	06/23/15	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount RECTIFIER 5/13-6/15/15	PV	139760	001	00101	40.97	017698/061515
69694	06/23/15	17295	MAILFINANCE	Payment Amount L/S#1 3/12-5/13/15	PV	139753	001	00130	46.72	1775/052015
				Payment Amount L/S#1 1/13-3/12/15	PV	139754	001	00130	46.72	1775/031815
				Payment Amount L/S#1 11/11/14-1/13/15	PV	139755	001	00130	46.72	1775/012115
				Payment Amount PSTG MCHN	PV	139764	001	00701	411.41	H5339437

Batch Number - 238286

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
6/23-7/22/15									
69695	06/23/15	18940	MP PRINTING & MAILING	Payment Amount	PV	139728	001 00101	411.41	58244
				PSTG-WTR QUAL REPORT				6,903.60	
69696	06/23/15	2842	NAPA AUTO PARTS	Payment Amount	PV	139778	001 00701	289.80	765867
				FLTRS & WRAP-RLV				6,903.60	
69697	06/23/15	2302	OFFICE DEPOT	Payment Amount	PV	139763	001 00701	69.60	774139876001
				MISC OFFICE SUPPLIES				289.80	
69698	06/23/15	19164	DONALD PATTERSON	Payment Amount	PV	139748	001 00701	131.13	060215
				REIMB EXP-GFOA CONF 5/29-6/2				69.60	
69699	06/23/15	19624	PREFERRED INSULATION CONTRACTORS, INC.	Payment Amount	PV	139770	001 00701	1,655.00	212539
				3"X6" HOT WTRLINE@RLV				131.13	
69700	06/23/15	2585	PURETEC	Payment Amount	PV	139733	001 00701	218.00	1412623
				6/14 14" RNTL				1,655.00	
69701	06/23/15	18505	RAFTELIS FINANCIAL CONSULTANTS, INC.	Payment Amount	PV	139736	001 00701	7,706.25	LVCA1407-09
				MAY'15 FNCL ANYLS&RATE STDY				218.00	
69702	06/23/15	18973	SOUTHERN COUNTIES OIL	Payment Amount	PV	139775	001 00701	6,114.51	0328414-IN
				(7) 55 GAL DRM@TAPIA				7,706.25	
				35 LB PAIL GR EP NLGI				109.58	0326897-IN
69703	06/23/15	19093	SOLARCITY - AU SOLAR 1 (GS1)	Payment Amount	PV	139771	001 00751	20,136.11	9133440-00-01
				RW P/S 5/1-5/31/15 SOLAR				6,224.09	6
69704	06/23/15	2958	SOUTHERN CALIFORNIA GAS CO	Payment Amount	PV	139730	001 00751	112.53	4200/061115
				RLV 5/8-6/9/15				20,136.11	
				TAPIA 5/8-6/9/15				633.56	4000/061115

ITEM 4

Batch Number - 238266

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
				HQ&OPS	PV	139732	001 00701	1,016.56	3600/061115
				5/8-6/9/15					
				Payment Amount				1,762.65	
69705	06/23/15	16271	SPOK, INC.	PAGER SRV	PV	139747	001 00701	204.71	Y0143084F
				6/10-7/10/15					
				PAGER SRV	PV	139747	002 00701	69.92	Y0143084F
				6/10-7/10/15					
				PAGER SRV	PV	139747	003 00701	41.27	Y0143084F
				6/10-7/10/15					
				PAGER SRV	PV	139747	004 00701	54.50	Y0143084F
				6/10-7/10/15					
				Payment Amount				370.40	
69706	06/23/15	4595	THE COPY DEPARTMENT	PW SYS REHAB	PV	139757	001 00701	95.16	485631
				PLANS&SPECS					
				PW SYS REHAB	PV	139757	002 00701	3.00	485631
				PLANS&SPECS					
				Payment Amount				98.16	
69707	06/23/15	3429	UNITED PARCEL SERVICE	PKG SVC P/E	PV	139777	001 00701	60.76	000025W020245 /2015
				5/27/15					
				Payment Amount				60.76	
69708	06/23/15	3782	VENTURA HYDRAULIC & MACHINE WORKS	RPR 2 HYD	PV	139769	001 00701	1,552.20	170996
				CYLNDRS@TAPIA					
				Payment Amount				1,552.20	
69709	06/23/15	16122	VOLVO CONSTRUCTION EQUIPMENT	VEH#710 AIR FILTERS	PV	139737	001 00701	230.57	P504046711
				VEH#710 AIR AIR&SFTY FILTRS					
				Payment Amount				125.25	P504046701
69710	06/23/15	3035	VWR SCIENTIFIC	ALUM WEIGHING	PV	139734	001 00701	172.48	8041557751
				DISH					
				Payment Amount				355.82	
				FREIGHT	PV	139734	002 00701	12.65	8041557751
				MISC LAB	PV	139765	001 00701	781.16	8041470230
				SUPPLIES					
				FREIGHT	PV	139765	004 00701	14.00	8041470230
				THERMOMTR 2	PV	139766	001 00701	65.09	8041507764
				PROBE HIAC					
				THERMOMTR 2	PV	139766	002 00701	11.27	8041507764
				PROBE HIAC					

Batch Number - 238266
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Alt Payee	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itm	Key Co	Amount	Invoice Number
		3216		VWR INTERNATIONAL, INC P. O. BOX 640169 PITTSBURGH PA 15264-0169							
69711	06/23/15		3037	WAITE BROS. PLUMBING	Payment Amount RPL EMRGCY	PV	139761	001	00701	1,056.65 383.00	38420
					SHWR@TAPIA	PV	139767	001	00701	172.00	38419
					RPR FLUSH VLV@RLV						
69712	06/23/15		8514	WEST COAST IRRIGATION	Payment Amount REPAIR WELDG	PV	139756	001	00751	555.00 60.00	7990
					SRV						
69713	06/23/15		18561	WHITE NELSON DIEHL EVANS LLP	Payment Amount RETAINR-TAX	PV	139729	001	00701	60.00 5,000.00	56138
					CNSLTG SVC						
										Payment Amount	5,000.00
										Total Amount of Payments Written	77,991.84
										Total Number of Payments Written	36

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itm Co	Amount	Invoice Number
69714	06/30/15	18965	ePOWER NETWORK, INC.	4 FANS & LABOR	PV	139882	001 00701	3,300.23	23936
				Payment Amount			3,300.23		
69715	06/30/15	8560	ADVANCED UTILITY SYSTEMS	MOVE TO MONTHLY BILLING DEPOSIT	PV	139796	001 00701	8,750.00	XT00105473
				Payment Amount			8,750.00		
69716	06/30/15	16224	ASBURY ENVIRONMENTAL SERVICES	USED OIL SVC CHG	PV	139835	001 00751	35.00	130505493
				Payment Amount			35.00		
69717	06/30/15	2869	AT&T	SRV 8/14-7/13/15	PV	139803	001 00751	75.34	4860/061415
				SRV 6/14-7/13/15	PV	139804	001 00701	75.34	4639/061415
				Payment Amount			150.68		
69718	06/30/15	2425	BANK OF AMERICA	VISA CHG-F&A-MAY*1	PV	139779	001 00701	19.20	3071/060715
				VISA CHG-F&A-MAY*1	PV	139779	002 00701	88.29	3071/060715
				VISA CHG-F&A-MAY*1	PV	139779	003 00701	85.19	3071/060715
				VISA CHG-F&A-MAY*1	PV	139779	004 00701	360.95	3071/060715
				VISA CHG-F&A-MAY*1	PV	139780	001 00701	420.04	9885/060715
				VISA CHG-F&A-MAY*1	PV	139781	001 00701	93.99	8392/060715
				VISA CHG-CASPARY-MAY*15	PV	139782	001 00101	363.89	7366/060715
				VISA CHG-OPS-MAY*1	PV	139782	002 00101	250.37	7366/060715
				VISA CHG-OPS-MAY*1	PV	139782	003 00101	5.91	7366/060715

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				CHG-OPS-MAY'1							
5				VISA	PV	139782	004	00101		26.94	7366/060715
				CHG-OPS-MAY'1							
5				VISA	PV	139783	001	00701		290.00	2504/060715
				CHG-ENG-MAY'1							
5				VISA	PV	139784	001	00701		443.49	1611/060715
				CHG-LEWITT-MA							
				Y'15							
				VISA	PV	139785	001	00701		790.00	2209/060715
				CHG-LIPPMAN-M							
				AY'15							
				VISA	PV	139786	001	00751		163.50	8721/060715
				CHG-RANCHO-MA							
				Y'15							
				VISA	PV	139787	001	00701		80.72	2698/060715
				CHG-TAPIA-MAY							
				'15							
				VISA CHG-WTR	PV	139788	001	00101		214.97	3713/060715
				DIST							
				N1-MAY'15							
				VISA CHG-WTR	PV	139788	002	00101		80.11	3713/060715
				DIST							
				N1-MAY'15							
				VISA CHG-WTR	PV	139788	003	00101		117.27	3713/060715
				DIST							
				N1-MAY'15							
				VISA CHG-WTR	PV	139789	001	00701		51.45	8102/060715
				DIST							
				N2-MAY'15							
				VISA CHG-WTR	PV	139789	002	00701		145.00	8102/060715
				DIST							
				N2-MAY'15							
				VISA CHG-WTR	PV	139789	003	00701		145.00	8102/060715
				DIST							
				N2-MAY'15							
				VISA CHG-WTR	PV	139789	004	00701		145.00	8102/060715
				DIST							
				N2-MAY'15							

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
				VISA CHG-WTR	PV	139789	005 00701	145.00	8102/060715
				DIST					
				N2-MAY'15					
				VISA CHG-WTR	PV	139789	006 00701	327.09	8102/060715
				DIST					
				N2-MAY'15					
				VISA CHG-WTR	PV	139789	007 00701	113.99	8102/060715
				DIST					
				N2-MAY'15					
				VISA CHG-WTR	PV	139789	008 00701	90.86	8102/060715
				DIST					
				N2-MAY'15					
				VISA CHG-WTR	PV	139789	009 00701	28.77	8102/060715
				DIST					
				N2-MAY'15					
				VISA	PV	139790	001 00701	1,487.23	0271/060715
				CHG-PATTERSON					
				-MAY'15					
				VISA	PV	139791	001 00701	10.89-	2808/060715
				CHG-PEDERSEN-					
				MAY'15					
				VISA	PV	139791	002 00701	536.24	2808/060715
				CHG-PEDERSEN-					
				MAY'15					
				VISA	PV	139791	003 00701	44.08	2808/060715
				CHG-PEDERSEN-					
				MAY'15					
				VISA	PV	139791	004 00701	53.71	2808/060715
				CHG-PEDERSEN-					
				MAY'15					
				VISA	PV	139791	005 00701	28.97	2808/060715
				CHG-PEDERSEN-					
				MAY'15					
				VISA	PV	139792	001 00701	615.54	7961/060715
				CHG-POLAN-MAY					
				'15					
				VISA	PV	139793	001 00751	354.25	7431/060715
				CHG-WSTLK-MAY					
				'15					
				VISA	PV	139793	002 00751	57.75	7431/060715
				CHG-WSTLK-MAY					

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
'15					PV	139793	003	00751	83.00	7431/060715
				VISA						
				CHG-WSTLK-MAY						
'15					PV	139885	001	00701	145.00	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	002	00701	145.00	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	003	00701	145.00	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	004	00701	145.00	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	005	00701	145.00	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	006	00701	145.00	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	007	00701	145.00	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	008	00701	188.21	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	009	00701	145.80	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	010	00701	215.69	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	011	00701	174.10	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	012	00701	100.28	1302/060715
				VISA						
				CHG-MAINT-MAY						
'15					PV	139885	013	00701	82.80	1302/060715
				VISA						

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				CHG-MAINT-MAY							
				'15							
				VISA	PV	139885	014	00701		51.97	1302/060715
				CHG-MAINT-MAY							
				'15							
				VISA	PV	139885	015	00701		185.30	1302/060715
				CHG-MAINT-MAY							
				'15							
				VISA	PV	139885	016	00701		11.28	1302/060715
				CHG-MAINT-MAY							
				'15							
				VISA	PV	139886	001	00701		753.68	0663/060715
				CHG-PETERSON-							
				MAY'15							
				VISA CHG-OPS	PV	139887	001	00751		32.55	2248/060715
				ADMN-MAY'15							
				VISA CHG-OPS	PV	139887	002	00751		137.70	2248/060715
				ADMN-MAY'15							
				VISA CHG-OPS	PV	139887	003	00751		39.03	2248/060715
				ADMN-MAY'15							
				VISA CHG-OPS	PV	139887	004	00751		200.17	2248/060715
				ADMN-MAY'15							
				VISA CHG-OPS	PV	139887	005	00751		20.98	2248/060715
				ADMN-MAY'15							
				VISA CHG-OPS	PV	139887	006	00751		220.00	2248/060715
				ADMN-MAY'15							
				VISA CHG-OPS	PV	139887	007	00751		150.13	2248/060715
				ADMN-MAY'15							
				VISA CHG-OPS	PV	139887	008	00751		187.43	2248/060715
				ADMN-MAY'15							
				VISA CHG-R	PV	139922	001	00101		75.00	4847/060715
				CNSRV-MAY'15							
				VISA CHG-R	PV	139922	002	00101		374.66	4847/060715
				CNSRV-MAY'15							
				VISA CHG-R	PV	139922	003	00101		133.28	4847/060715
				CNSRV-MAY'15							
				VISA CHG-R	PV	139922	004	00101		635.04	4847/060715
				CNSRV-MAY'15							
				VISA CHG-R	PV	139922	005	00101		525.00	4847/060715
				CNSRV-MAY'15							
				VISA CHG-R	PV	139923	001	00701		95.10	3954/060715

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	002	00701	125.00	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	003	00701	399.62	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	004	00701	193.38	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	005	00701	182.21	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	006	00701	364.38	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	007	00701	40.00	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	008	00701	91.56	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	009	00701	70.00	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	010	00701	35.00	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	011	00701	35.00	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	012	00701	35.00	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	013	00701	125.00	3954/060715
			CNSRV							
			N1-MAY'15							
			VISA CHG-R		PV	139923	014	00701	22.28	3954/060715
			CNSRV							
			N1-MAY'15							

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Item Co		
69719	06/30/15	18893	BILLTRUST	VISA CHG-R CNSRV N1-MAY'15 Payment Amount	PV	139923	015 00701	171.02	3954/060715
				VUEBILL CHANGE-CUR/HS TRY BILLS Payment Amount	PV	139800	001 00701	450.00	124652
69720	06/30/15	3455	CALIFORNIA HIGHWAY PATROL	NCIC 9580, OFC#18780 Payment Amount	PV	139890	001 00101	10.00	NCIC9580/0624 15
69721	06/30/15	9244	CHEMTRADE CHEMICALS US LLC	10.095 TN ALUM SULFATE Payment Amount	PV	139876	001 00701	2,725.65	91553390
			Alt Payee	CHEMTRADE CHEMICALS US LLC DEPT #771807, P. O. BOX 77000 DETROIT MI 48277-1807 Payment Amount				2,725.65	
69722	06/30/15	18860	CHEMTREAT, INC.	JUN'15 WTR TRTMT Payment Amount	PV	139836	001 00701	562.71	1926265
69723	06/30/15	11330	DIAL SECURITY	6/11/15 DROUGHT ENFRGMT Payment Amount	PV	139878	001 00701	385.25	251363
69724	06/30/15	2638	ENVIRONMENTAL RESOURCE ASSOC	INORGANICS Payment Amount	PV	139880	001 00701	148.25	758988
69725	06/30/15	2701	GRAINGER, INC.	FILE, CLMP, LVL&LBL 22 MM SWITCH LABEL 1" PVC FLOWMTR Payment Amount	PV	139806	001 00701	395.42	9752356288
					PV	139807	001 00701	250.48	9754057082
					PV	139808	001 00701	476.77	9753121111
			Alt Payee	5453 GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001 Payment Amount				1,122.67	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Co	Key	Amount	Invoice Number	
69726	06/30/15	2705	HACH COMPANY	6 DPD TOTAL REFILL VIALS FREIGHT	PV	139881	001	00701		298.81	9412404	
All Payee												
		6442	HACH COMPANY 2207 COLLECTIONS CENTER DR CHICAGO IL 60693	Payment Amount						329.70		
69727	06/30/15	18594	HAROLD BECK & SONS, INC	ACTUATOR-ROTA RY CTL DRIVE FREIGHT	PV	139833	001	00701		4,706.62	302627	
				Payment Amount						158.41	302627	
69728	06/30/15	8304	IFM EFECTOR INC.	2 PRSSR TRSMITR,CRDSE TADPTR	PV	139883	001	00701		1,099.19	20855835	
				Payment Amount						1,099.19		
69729	06/30/15	4144	INTERSTATE BATTERY SYSTEMS	4 BATTRS JBR P/S&2 STK	PV	139805	001	00701		608.72	51034693	
				Payment Amount						608.72		
69730	06/30/15	2752	KAMAN INDUSTRIAL TECHNOLOGIES	WSU 53G168 CB	PV	139884	001	00701		1,633.92	A355239	
				Payment Amount						1,633.92		
69731	06/30/15	17447	KONECRANES INC.	QTLY CRANE INSPCTN/MAINT	PV	139832	001	00701		1,063.50	NLA01019949	
				Payment Amount						1,063.50	NLA01019949	
69732	06/30/15	17422	JAMES KORKOSZ	QTLY CRANE INSPCTN/MAINT Payment Amount REIMB MILEG-SCADA TRNG 6/14-19	PV	139795	001	00701		82.05	061915	
				Payment Amount						2,127.00		
69733	06/30/15	2611	LA DWP	RECTIFIER 5/14-6/16/15	PV	139794	001	00101		36.42	503850/061615	
				Payment Amount						82.05		
69734	06/30/15	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	CLBS TNK 5/28-6/4/15	PV	139802	001	00301		186.68	8172/050815	
				Payment Amount						186.68		

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
Number	Date	Number	Name	Message		Number	Item Co		Number
69735	06/30/15	2610	LOS ANGELES COUNTY DEPT. OF PUBLIC WORKS	4/22/15:L2015 01529 PRMT/INSPCT	PV	139834	001 00701	908.00	RE-PW-1506040 8231
69736	06/30/15	11873	MICRO BIO LOGICS, INC.	Payment Amount LAB SUPPLIES	PV	139809	001 00701	294.19	649413
				Payment Amount ATCC LIC, SHIPPING&HAND LING	PV	139809	008 00701	100.11	649413
				Payment Amount				908.00	
69737	06/30/15	7745	PETTY CASH - CAROL PALMA	Payment Amount	PV	139894	001 00701	24.75	062215
				3/12-6/22/15	PV	139894	002 00701	16.50	062215
				3/12-6/22/15	PV	139894	003 00701	41.40	062215
				3/12-6/22/15	PV	139894	004 00701	21.80	062215
				3/12-6/22/15	PV	139894	005 00701	15.00	062215
				3/12-6/22/15	PV	139894	006 00701	21.79	062215
				3/12-6/22/15	PV	139894	007 00701	20.04	062215
				3/12-6/22/15	PV	139894	008 00701	10.00	062215
				3/12-6/22/15	PV	139894	009 00701	5.75	062215
				3/12-6/22/15	PV	139894	010 00701	4.89	062215
				3/12-6/22/15	PV	139894	011 00701	11.97	062215
				3/12-6/22/15	PV	139894	012 00701	20.00	062215
				3/12-6/22/15	PV	139894	013 00701	9.14	062215
				3/12-6/22/15	PV	139894	014 00701	7.07	062215
				3/12-6/22/15	PV	139894	015 00701	6.53	062215

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				PETTY CASH	PV	139894	016	00701		5.75	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	017	00701		7.71	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	018	00701		44.32	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	019	00701		34.60	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	020	00701		40.00	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	021	00701		20.00	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	022	00701		23.37	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	023	00701		30.48	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	024	00701		50.00	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	025	00701		15.00	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	026	00701		15.00	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	027	00701		15.41	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	028	00701		25.00	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	029	00701		14.92	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	030	00701		15.41	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	031	00701		64.28	062215
				3/12-6/22/15							
				PETTY CASH	PV	139894	032	00701		27.48	062215
				3/12-6/22/15							
				Payment Amount					685.36		
69738	06/30/15	15394	POSTAGE ONE	PSTG ADV-MTR	PV	139888	001	00701		2,000.00	63513
				DIST							
				BILLS/PUBL							
				Payment Amount					2,000.00		
69739	06/30/15	3566	CARLOS REYES	REIMB CELL	PV	139889	001	00701		682.41	0694-051715
				EXP-9/18/14-5							

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itm Co	Amount	Invoice Number
/17/15									
69740	06/30/15	8645	SOUTHERN CALIFORNIA TROPHY COMPANY	Payment Amount ANNIV GIFT-M.VARBEL	PV	139798	001 00701	682.41 318.40	060105-15
69741	06/30/15	4440	SOUTHWEST CHLORINATION, INC.	ANNIV GIFT-J.BOYD Payment Amount CHLORINATE POTBL TANKS	PV	139799	001 00701	121.11 439.51 1,964.65	060104-15 7806
69742	06/30/15	3008	UNISOURCE WORLDWIDE INC.	Payment Amount TOWLS,SOAP,AI R FRSHNR	PV	139893	001 00701	860.37	731-48158616
Alt Payee 8334 UNISOURCE WORLDWIDE, INC FILE 57006 LOS ANGELES CA 90074-7006									
69743	06/30/15	2780	VALLEY NEWS GROUP	Payment Amount 2 ADS@6/11/15 WTR CONSV	PV	139797	001 00101	860.37 310.00	6-11
69744	06/30/15	17065	VANTAGE AIR, INC.	Payment Amount RPR ICE MACHN@RLV	PV	139927	001 00701	261.00	48656
69745	06/30/15	16623	VELOCITY TECHNOLOGY SOLUTIONS, INC.	Payment Amount JUL'15 DISASTR RECOVERY SRV	PV	139926	001 00701	261.00 3,114.00	307106
69746	06/30/15	18685	W. LITTEN INC.	Payment Amount SRV 5/24-5/30/15@ RLV SRV 5/31-6/6/15@R LV SRV 6/7-6/13/15@R LV	PV	139810	001 00701	3,114.00 5,239.90 5,935.15 6,699.95	11001 11003 11004

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Batch Number - 238318
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
69747	06/30/15	18914	WECK LABORATORIES, INC.	LAB SRV@MSTLK	PV	139813	001 00701	53.00	W5F0624-LV
				LAB SRV@RLV	PV	139814	001 00701	546.00	W5F0625-LV
				GRNDWTR	PV	139815	001 00701	760.00	W5F0658-LV
				SRV@TTHM/HAA5	PV	139816	001 00701	78.75	W5F0906-LV
				DIST SYS	PV	139817	001 00701	157.50	W5F0893-LV
				LAB SRV@TAPIA	PV	139818	001 00701	78.75	W5F0809-LV
				LAB SRV@DCBM	PV	139819	001 00701	45.00	W5F0806-LV
				ANALYSIS	PV	139820	001 00701	78.75	W5F0805-LV
				LAB SRV@TAPIA	PV	139821	001 00701	260.00	W5F0802-LV
				LAB SRV@LA	PV	139822	001 00701	365.00	W5F0747-LV
				RIVR DIAZINON	PV	139823	001 00701	322.00	W5F0746-LV
				LAB SRV@FAST	PV	139824	001 00701	75.00	W5F0810-LV
				WTR CT	PV	139825	001 00701	157.50	W5F0718-LV
				LAB SRV@005	PV	139826	001 00701	157.50	W5F0925-LV
				EFFLNT	PV	139827	001 00701	30.00	W5F0804-LV
				LAB SRV@TAPIA	PV	139828	001 00701	150.00	W5F1057-LV
				LAB SRV@DCBM	PV	139829	001 00701	75.00	W5F1197-LV
				ANALYSIS	PV	139830	001 00701	180.00	W5F1224-LV
				LAB SRV@DCBM	PV				
				ANALYSIS	PV				
				LAB SRV@005	PV				
				EFFL-COMPOSIT	PV				
				E	PV				
				LAB SRV@RLV	PV				
				LAB SRV@TAPIA	PV				
				LAB SRV@DCBM	PV				
				ANALYSIS	PV				
				Payment Amount				3,569.75	
				MILBANK 200	PV	139879	001 00701	2,450.94	448180
				AMP@JBR P/S	PV				
				INVENTORY	PV	139891	001 00701	701.57	450694
				SUPPLIES@RLV	PV	139891	005 00701	28.94	450694
				FREIGHT	PV				

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69748 06/30/15

3047 WESCO DISTRIBUTION, INC.

Batch Number - 238318
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm	Co	Amount	Invoice Number
				FS6 BREAKR	PV	139892	001	00701	3,941.46	449417
				INSPECTN/RPR						
			All Payee	WESCO DISTRIBUTION, INC PO BOX 31001-0465 PASADENA CA 91110-0465						
69749	06/30/15	19737	DEBRA YOUNG	TURF RMVL	PV	139928	001	00101	1,386.00	690158
				REBATE						
				Payment Amount					6,822.91	
				Payment Amount					1,386.00	
				Total Amount of Payments Written					85,680.31	
				Total Number of Payments Written					36	

Batch Number - 238488
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
69750	07/07/15	18965	ePOWER NETWORK, INC.	EATON 9130 UPS-CORNELL P/S	PV	139839	001	00701	851.62	24042
69751	07/07/15	18652	ADWESTEAST	EATON 9130 UPS-CORNELL P/S Payment Amount 1100 SHOWER TIMERS	PV	139839	002	00701	41.50	24042
69752	07/07/15	2387	AMERRAY HYDRAULICS CORP	Payment Amount 250 AIR FILL VALVES	PV	139975	001	00701	3,399.00	15-5125
69753	07/07/15	9271	ARMORCAST PRODUCTS CO.	Payment Amount MTR BOXES, CVRS&LIDS	PV	139897	001	00701	9,975.87	0166814-IN
69754	07/07/15	2869	AT&T	Payment Amount SRV 6/20-7/19/15	PV	140004	001	00101	75.34	2150/062015
69755	07/07/15	7965	B&B PALLET CO.	Payment Amount 55 YDS WOOD CHIPS	PV	139843	001	00701	638.00	113514
				55 YDS WOOD CHIPS	PV	139844	001	00701	638.00	113516
				55 YDS WOOD CHIPS	PV	139845	001	00701	638.00	113519
				55 YDS WOOD CHIPS	PV	139846	001	00701	638.00	113520
				55 YDS WOOD CHIPS	PV	139847	001	00701	638.00	113641
69756	07/07/15	18685	CALIFORNIA RURAL WATER ASSOCIATION	Payment Amount MEMBERSHIP 7/15-7/16	PV	139838	001	00701	1,091.00	CRWAFY15-16
69757	07/07/15	5405	CALOLYMPIC SAFETY	Payment Amount MASKS & RESPIRATORS	PV	139895	005	00701	1,400.81	341043-1
69758	07/07/15	2513	CAPCO	Payment Amount MAY-15 DIGSTR	PV	139974	001	00701	366.25	151281

ITEM 4A

Las Virgenes Municipal Water
A/P Auto Payment Register

Batch Number - 238488
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key Item	Key Co	Amount	Invoice Number
69759	07/07/15	19270	ANALYTICAL SERVICES	TEST	PV	139979	001	00701	900.00	55538
				Payment Amount					366.25	
			COMMUNICATION S RELAY, LLC	7/15 SITE RNTL						
69760	07/07/15	2565	CONEJO AWARDS	Payment Amount	PV	139986	001	00701	45.69	86094
				BDG/PLT-J.GUZ MAN					900.00	
69761	07/07/15	4586	CONSOLIDATED ELECTRICAL DISTRIBUTORS	Payment Amount	PV	139840	001	00701	433.98	9009-716479
				304 SS CHNLS					45.69	
				FLX	PV	139841	001	00701	71.46	9009-716762
				CONN,HUB,CPLG &TAPE						
				3 E-STOP BUTTONS	PV	139842	001	00701	459.11	9009-716122
				FREIGHT	PV	139842	002	00701	6.34	9009-716122
				3 PH 480V AC DRV	PV	139972	001	00701	561.96	9009-716948
				2 AC MICRO CORDSETS	PV	139973	001	00701	50.52	9009-717209
69762	07/07/15	18917	CRITERION ENVIRONMENTAL , INC.	Payment Amount	PV	139968	001	00701	460.00	12333
				RLV BLR RM ASB&LEAD SRVY					1,583.37	
69763	07/07/15	2655	FERGUSON ENTERPRISES	Payment Amount	PV	139898	001	00701	535.83	0515236-1
				1/4" GAUGES 200&400 PSI					460.00	
				5 2" GATE VALVES	PV	139899	001	00701	833.58	0517812
				9 ADJ WRENCHES	PV	139900	001	00701	696.51	0515226-1
				Alt Payee						
			3207 FERGUSON ENTERPRISES, INC. #1083							
			FILE 56809							
			LOS ANGELES CA 90074-6809							
69764	07/07/15	6770	G.I. INDUSTRIES	Payment Amount	PV	139991	001	00701	1,141.09	2733254-0283-
				5/26-6/15/15 SHOP DISP					2,065.92	5

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Batch Number - 238488

Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number		
				5/26-6/15/15	PV	139992	001	00701	250.31	2733259-0283-		
				RLV DISP						4		
				5/26-6/15/15	PV	139993	001	00701	220.18	2733255-0283-		
				RLV DISP						2		
				5/26-6/15/15	PV	139994	001	00701	410.85	2524413-0283-		
				TAPIA DISP						0		
				Alt Payee 6771 G.I. INDUSTRIES P. O. BOX 541065 LOS ANGELES CA 90054-1065								
				Payment Amount 2,022.43								
69765	07/07/15	8520	GMC ELECTRICAL, INC.	CATHDC PRT SRVY-MULWD TNK	PV	139965	001	00701	1,230.00	E-15-2310-00		
				Payment Amount 1,230.00								
69766	07/07/15	17199	GOVERNMENT STAFFING SERVICES, INC.	6/15-6/26/15 A.UMALI	PV	139970	001	00701	2,887.50	125742		
				Payment Amount 2,887.50								
69767	07/07/15	2705	HACH COMPANY	RAIL MOUNTING KIT	PV	139966	001	00701	479.60	9428880		
				Payment Amount 479.60								
				FREIGHT	PV	139966	002	00701	66.39	9428880		
				6 COLD	PV	139967	001	00701	196.79	9431405		
				FINGERS								
				FREIGHT	PV	139967	002	00701	17.79	9431405		
				Alt Payee 6442 HACH COMPANY 2207 COLLECTIONS CENTER DR CHICAGO IL 60693								
				Payment Amount 760.57								
69768	07/07/15	3061	HDS WHITE CAP CONST SUPPLY	VEH#906-909 TOOL BOXES	PV	139995	001	00701	7,211.31	50002831316		
				Payment Amount 7,211.31								
69769	07/07/15	2727	IDEXX LABORATORIES	2 QUANTI-TRAYS 2000	PV	139901	001	00701	411.85	289648847		
				Payment Amount 411.85								
				FREIGHT	PV	139901	002	00701	25.78	289648847		
				2 COLILERT	PV	139902	001	00701	1,912.75	290010997		
				MEDIA								
				FREIGHT	PV	139902	002	00701	13.01	290010997		

Batch Number - 238488
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Document Ty	Document Number	Key Lim	Key Co	Amount	Invoice Number
6447			IDEXX LABORATORIES P. O. BOX 101327 ATLANTA GA 30392-1327							
				Payment Amount					2,363.39	
69770	07/07/15	8304	IFM EFECTOR INC.	2 PRSSR TRANSMTTRS PSSR TRNSMTTRS,CRD SETS&ADPTRS	PV	139996	001	00701	942.81	20830758
				Payment Amount					2,009.27	
69771	07/07/15	3083	JCI JONES CHEMICALS, INC	4,853 GAL HYPOCHLORITE	PV	139848	001	00701	2,824.30	657667
				Payment Amount					2,824.30	
			All Payee	JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877						
69772	07/07/15	17422	JAMES KORKOSZ	REIMB EXP-CWEA TEST RWV PNL	PV	139990	001	00701	170.20	060315
				Payment Amount					170.20	
69773	07/07/15	19777	L&J TECHNOLOGIES COMPANY	DGSTR#3 VENTS MODF S/N	PV	140003	001	00701	1,317.77	144941
				Payment Amount					1,317.77	
69774	07/07/15	2611	LA DWP	RECTIFIER 5/22-6/23/15 RECTIFIER 5/26-6/24/15	PV	139982	001	00101	40.97	557160/062415
				Payment Amount					40.97	
69775	07/07/15	15749	LAWRENCE ROLL-UP DOORS, INC.	BOILR RM OVRHD DOOR	PV	139964	001	00701	4,610.72	1551837
				Payment Amount					77.39	
69776	07/07/15	2789	LIEBERT CASSIDY WHITMORE	SPVSR UNIT NGT P/E 5/31/15 MGMT UNIT NGT P/E 5/31/15	PV	139976	001	00701	1,170.00	1404965
				Payment Amount					4,610.72	
				Payment Amount					1,495.00	1404964
				Payment Amount					2,665.00	

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Batch Number - 238488
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
			DAVID LIPPMAN	REIMB CELL	PV	139980	001	00701	70.78	7898/060715
				EXP						
				5/4-6/3/15						
				Payment Amount					70.78	
69778	07/07/15	17295	MAILFINANCE	PSTG MCHN	PV	140009	001	00701	411.41	H5386520
				7/23-8/22/15						
				Payment Amount					411.41	
69779	07/07/15	2814	MCMMASTER-CARR SUPPLY CO	SS PIPE	PV	139837	001	00751	192.66	32291461
				FITTINGS						
			Alt Payee							
			3197 MC MASTER-CARR P. O. BOX 7690 CHICAGO IL 60680-7690							
				Payment Amount					192.66	
69780	07/07/15	2302	OFFICE DEPOT	PENCIL HOLDER	PV	140001	001	00701	1.83	770910586002
				SHREDDR	PV	140002	001	00701	20.39	774139877001
				LUBRICANT						
				MISC OFFICE	PV	140005	001	00701	1,289.07	775618864001
				SUPPLIES						
				2" BINDERS	PV	140006	001	00701	152.16	775618950001
				COMP BOOKS	PV	140007	001	00701	9.03	775618951001
				LAMINTR	PV	140008	001	00701	98.07	775618949001
				POUCHES						
				Payment Amount					1,570.55	
69781	07/07/15	3428	PETTY CASH - JOANNE BODENHAMER	PETTY CASH	PV	139998	001	00701	49.31	063015
				P/E 6/30/15						
				PETTY CASH	PV	139998	002	00701	19.33	063015
				P/E 6/30/15						
				PETTY CASH	PV	139998	003	00701	43.55	063015
				P/E 6/30/15						
				PETTY CASH	PV	139998	004	00701	9.54	063015
				P/E 6/30/15						
				PETTY CASH	PV	139998	005	00701	35.17	063015
				P/E 6/30/15						
				PETTY CASH	PV	139998	006	00701	25.00	063015
				P/E 6/30/15						
				PETTY CASH	PV	139998	007	00701	25.00	063015
				P/E 6/30/15						
				PETTY CASH	PV	139998	008	00701	10.00	063015
				P/E 6/30/15						

Batch Number - 238488
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Item Co		
69782	07/07/15	10643	JEFF REINHARDT	PETTY CASH	PV	139998	009 00701	24.04	063015
				P/E 6/30/15					
				PETTY CASH	PV	139998	010 00701	10.80	063015
				P/E 6/30/15					
				PETTY CASH	PV	139998	011 00701	45.57	063015
				P/E 6/30/15					
				Payment Amount			297.31		
				REIMB	PV	139984	001 00101	9.66	062515
				MILEAGE-LAKES					
				HR HOA MTG					
				EXP-CASA.MTG	PV	139985	001 00751	63.12	062615
				6/26/15					
				Payment Amount			72.78		
				REIMB BUS	PV	139989	001 00701	112.87	06152015
				LNCH&MILEG					
				6/3-4,15					
				Payment Amount			112.87		
				(6) VEHCL	PV	139978	001 00701	194.58	14097
				LOGOS					
				Payment Amount			194.58		
				WLK FLT	PV	139969	001 00701	121.77	1485688
				PLNT&P/S					
				UPGRD					
				WLK FLT	PV	139969	004 00701	3.00	1485688
				PLNT&P/S					
				UPGRD					
				WLFP & WLK	PV	140012	001 00701	50.79	1485691
				P/S PLANS					
				Payment Amount			175.56		
				WLK GATE SVC	PV	140011	001 00701	205.58	92375
				Payment Amount			205.58		
				TREE/BSH	PV	139924	001 00701	2,500.00	0029215-IN
				RMVL.@MORRISON					
				TNK					
				TREE/BSH	PV	139925	001 00701	2,100.00	0029214-IN
				RMVL.@SEMINOLE					
				P/S					
				Payment Amount			4,600.00		
				PURCH WTR	PV	140000	001 00101	19,827.33	1076897
				5/19--6/16/15					

ITEM 4A

Batch Number - 238488
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number	
SRV/AVENTURA COUNTY												
69789	07/07/15	19771	WESTCOAST WRAPPERS, INC.	Payment Amount VAN WRAP W/CNSRV MSG	PV	139988	001	00701		2,250.00	4000567	
										19,827.33		
69790	07/07/15	8060	WIL-POWER BATTERY DISTRIBUTORS	Payment Amount (5) 12V AGM BATTERIES	PV	139903	001	00701		925.96	172100	
										2,250.00		
										925.96		
										87,763.99		
											41	

Batch Number - 238500
Bank Account - 00146807 Cash-General

Las Virgenes Municipal Water
A/P Auto Payment Register

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Co	Key	Amount	Invoice Number
69791	07/07/15	3394	UNITED STATES POSTAL SERVICE	PSTG-RPLY MAIL WTR BDG	PV	140094	001	00101		3,000.00	279-001/07021
				Payment Amount						3,000.00	5
				Total Amount of Payments Written						3,000.00	
				Total Number of Payments Written					1		

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Ifm	Key Co	Amount	Invoice Number
69792	07/14/15	18965	ePOWER NETWORK, INC.	EATON UPS	PV	140029	001	00701	3,981.22	24046
				CNTL BOARD						
				Payment Amount					3,981.22	
69793	07/14/15	17077	AECOM USA, INC.	1/31-5/29/15 RW PIPE	PV	139904	001	00701	3,020.64	37579277
				RELOCTN						
				5/2-5/29/15 5 MG TNK	PV	139905	001	00701	2,438.00	37579279
				5/2-5/29/15 5 DRLK WSDR	PV	139906	001	00701	3,652.00	37579256
				UPDT						
				5/2-5/29/15 5 MG TNK	PV	139907	001	00701	11,400.95	37582755
				Payment Amount					20,511.59	
69794	07/14/15	19768	ADRIAN AGUIRRE	TURF RMVL	PV	140021	001	00101	3,828.00	270362
				REBATE						
				Payment Amount					3,828.00	
69795	07/14/15	3077	AIRGAS USA, LLC	DSBL GLVS,1ST AID KTS&SFTY	PV	140055	001	00701	1,582.90	9040660996
				GLS						
				240 LG POLY GLVS	PV	140056	001	00701	502.27	9040709341
				Alt Payee						
				6658 AIRGAS USA, LLC						
				P. O. BOX 7423						
				PASADENA CA 91109-7423						
				Payment Amount					2,085.17	
69796	07/14/15	19741	JASON ALTSHULER	TURF RMVL-MWID PRGRM	PV	139943	001	00101	1,254.00	2120346
				Payment Amount					1,254.00	
69797	07/14/15	2397	AQUATIC BIOASSAY & CONSULTING	5/15 CHRONIC BIOASSAYS	PV	140053	001	00701	1,620.00	LVS06515.0596
				TSTG						
				Payment Amount					1,620.00	
69798	07/14/15	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	WTRWS BRKFST@6/18/15 (4)	PV	140034	001	00701	110.00	05-8817
				HAZMT/CNFND SPC WRKSHIP	PV	140035	001	00701	175.00	05-8823
				6/23/15						

Batch Number - 238502
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item Co	Amount	Invoice Number
69799	07/14/15	19772	ROBERT BANFILL	Payment Amount RNFD BAL - CLOSED A/C	PV	140064	001 00101	285.00 139.38	054320
69800	07/14/15	19503	ANDREW BEATH	Payment Amount TURF RMVL REBATE	PV	139859	001 00101	2,632.00	341318/TURF2
69801	07/14/15	19773	HOBERT BEMAN	Payment Amount RNFD BAL - CLOSED A/C	PV	140065	001 00101	1,126.64	9988367
69802	07/14/15	19774	SCARLET BERNARD	Payment Amount RNFD BAL - CLOSED A/C	PV	140066	001 00101	983.92	047465
69803	07/14/15	2455	BLACKBURN MFG	Payment Amount WTR&RW LINE FLAG MKRS FREIGHT	PV	140054	001 00701 003 00701	153.94 24.28	C078402-IN C078402-IN
69804	07/14/15	18071	BLUE DIAMOND MATERIALS	Payment Amount 2.99 TN PAVG MATL	PV	140049	001 00701	176.22 267.26	505555 RI
69805	07/14/15	19742	RUBIN BOADO	Payment Amount TURF RMVL-MWD PRGRM	PV	139944	001 00101	2,478.00	620106
69806	07/14/15	19738	MICKI BRIZES	Payment Amount RFND BAL - CLOSED A/C	PV	139931	001 00101	2,478.00 221.43	070218
69807	07/14/15	19718	ROBERT BUCHANAN	Payment Amount TURF RMVL REBATE	PV	139860	001 00101	1,186.00	620362
69808	07/14/15	19719	WAYNE BURGHER	Payment Amount TURF RMVL REBATE	PV	139861	001 00101	1,820.00	820754
69809	07/14/15	3591	CALIFORNIA CENTRIFUGAL PUMP, INC.	Payment Amount TWN LKS PMP#1 RPR	PV	140060	001 00701	12,616.57	115-0069-1
69810	07/14/15	19720	JEFF CARTER	Payment Amount TURF RMVL	PV	139862	001 00101	1,520.00	1140674

ITEM A

Batch Number - 238502
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key		Amount	Invoice Number
							Item	Co		
REBATE										
69811	07/14/15	19361	MICHAEL CASTELLANO	Payment Amount TURF RMVL-MWD PRGRM	PV	139942	001	00101	1,520.00 3,712.00	480604TURF2
69812	07/14/15	19743	GLENNA V. COLTON	Payment Amount TURF RMVL-MWD PRGRM	PV	139945	001	00101	5,436.00	410152
69813	07/14/15	19305	COMMERCIAL CLEANING SYSTEMS	Payment Amount JUL'15 JANITORIAL SVC	PV	139911	001	00701	3,117.43	294307
69814	07/14/15	7210	RON CYTRON	Payment Amount TURF RMVL REBATE	PV	140020	001	00101	5,130.71 844.00	250288
69815	07/14/15	19676	D&T FIBERGLASS, INC.	Payment Amount RPR HYPOCHLORITE TANK	PV	140058	001	00701	6,872.80	22184
69816	07/14/15	19769	JUAN DELA RAMA	Payment Amount TURF RMVL REBATE	PV	140022	001	00101	6,872.80 4,954.00	280596
69817	07/14/15	19739	AMAL/LUIS DELGADO	Payment Amount RFND BAL - CLOSED A/C	PV	139932	001	00101	4,954.00 74.84	058206
69818	07/14/15	11330	DIAL SECURITY	Payment Amount 7/15 SECURITY SVC@HQ	PV	140040	001	00701	230.00	252382
				7/15 SECURITY SVC@LOBBY	PV	140041	001	00701	48.00	252832
				7/15 SECURITY SVC@TAPIA	PV	140042	001	00701	45.00	252383
				7/15 SECURITY SVC@RLV	PV	140043	001	00701	80.00	252384
				7/15 SECURITY SVC@RLV-FARM	PV	140044	001	00701	35.00	252385

Las Virgenes Municipal Water
 A/P Auto Payment Register

Batch Number - 238502
 Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key Item	Key Co	Amount	Invoice Number
69819	07/14/15	19721	CHARLES DILL	7/15 SECURITY SVC@MLK	PV	140045	001	00701	70.00	252386
69820	07/14/15	19762	MARGARET ELDRIDGE	7/15 SECURITY SVC@MLK-P/S	PV	140046	001	00701	35.00	252387
69821	07/14/15	2654	FAMCON PIPE	6/13-6/18/15 DRGHT ENFC	PV	140047	001	00701	2,093.75	253193
				Payment Amount					2,636.75	
69822	07/14/15	19763	VENUS FANNIZADEH	TURF RMVL REBATE	PV	139863	001	00101	916.00	560327
				Payment Amount					916.00	
69823	07/14/15	18815	FASTENAL COMPANY	TURF RMVL REBATE	PV	140014	001	00101	3,580.00	452490
				Payment Amount					3,580.00	
				VICTAULIC	PV	139910	001	00701	1,094.36	169959
				Payment Amount					1,094.36	
				TEE,CPLG&CAP	PV	140015	001	00101	348.00	1030200
				Payment Amount					348.00	
				JUNE RESTCK	PV	140052	001	00701	902.15	CACHA19265
				BOLT BINS						
				Payment Amount					902.15	
				FASTENAL COMPANY						
				P. O. BOX 1286						
				WINONA MN 55987-1286						
				Payment Amount					902.15	
69824	07/14/15	2660	FISHER SCIENTIFIC	BUFFERS, TUBES&TUBING	PV	140057	001	00701	650.49	5417428
				Payment Amount					650.49	
69825	07/14/15	8162	SHARON FOSTER	TURF RMVL REBATE	PV	139858	001	00101	2,340.00	620510
				Payment Amount					650.49	
69826	07/14/15	19722	BRIAN GARCIA	TURF RMVL REBATE	PV	139864	001	00101	1,026.00	1060604
				Payment Amount					2,340.00	
69827	07/14/15	19744	KEVIN GODLIMAN	TURF RMVL-MWD PRGRM	PV	139946	001	00101	2,618.00	620508
				Payment Amount					2,618.00	

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Batch Number - 238502
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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key		Amount	Invoice Number
							lim	Co		
69828	07/14/15	2701	GRAINGER, INC.	(4) 8 PIN RELAY BASES & MNTRS	PV	139912	001	00701	375.66	9760379132
Alt Payee										
			5453	GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001						
Payment Amount										
69829	07/14/15	19745	RICHARD GREGORY	TURF RMVL-MWD PRGRM	PV	139947	001	00101	1,688.00	810254
Payment Amount										
69830	07/14/15	19746	JUNE/BRIAN GUTSHALL	TURF RMVL-MWD PRGRM	PV	139948	001	00101	9,120.00	470730
Payment Amount										
69831	07/14/15	2705	HACH COMPANY	ORP PROBE	PV	140050	001	00701	1,112.89	9435323
Alt Payee										
			6442	HACH COMPANY 2207 COLLECTIONS CENTER DR CHICAGO IL 60693						
Payment Amount										
69832	07/14/15	3446	BERNICE HAYDEN	TURF RMVL-MWD PRGRM	PV	139934	001	00101	830.00	521258
Payment Amount										
69833	07/14/15	18646	HDR ENGINEERING, INC.	5/3-5/30/15 18" RW PIPE REHAB	PV	139908	001	00701	2,352.98	00221904-B
Payment Amount										
				C-TNK CP SYS SVC	PV	139909	001	00701	1,121.33	00219260-B
Payment Amount										
				5/3-5/30/15 WLFP EXP DSGN	PV	140024	001	00701	24,258.43	220617-B
Payment Amount										
				5/3-5/30/15 WLK P/S UPGRD	PV	140025	001	00701	16,172.29	220617-B
Payment Amount										
				2/22-3/28/15 C-TNK EASMT SVC	PV	140071	001	00701	3,092.73	00214129-B
Payment Amount										
69834	07/14/15	19764	JUNE HOLMWOOD	TURF RMVL REBATE	PV	140016	001	00101	1,248.00	580288
Payment Amount										
				4,855 GAL HYPOCHLORITE	PV	140036	001	00701	2,825.46	658332
Payment Amount										

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Batch Number - 238502
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
		INC									
		13647	JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877								
		14954	ROBERT KAGON	Payment Amount TURF RMVL-MWD PRGRM	PV	139940	001	00101		2,456.00	430335/TURF1
69836	07/14/15									11,289.84	
		19747	TOM KAISER	TURF RMVL-MWD PRGRM	PV	139949	001	00101		884.00	790408
69837	07/14/15									5,186.00	
		19748	HASIB KHAN	Payment Amount TURF RMVL-MWD PRGRM	PV	139950	001	00101		1,954.00	681024
69838	07/14/15									884.00	
		19749	CHERYL KOPSTEIN	Payment Amount TURF RMVL-MWD PRGRM	PV	139951	001	00101		1,050.00	630440
69839	07/14/15									1,954.00	
		19723	DAVID KROVITZ	Payment Amount TURF RMVL REBATE	PV	139865	001	00101		1,426.00	2191526
69840	07/14/15									1,050.00	
		3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount EQUESTRN TNK 4/14-6/15/15	PV	139871	001	00101		345.83	0896/062415
69841	07/14/15									1,426.00	
		19734	CHRISTINE D. LAUGHLIN	Payment Amount RFND BAL - CLOSED AVC	PV	139870	001	00101		452.12	054563
69842	07/14/15									904.56	
		2789	LIEBERT CASSIDY	Payment Amount CONSORTIUM(ER C)	PV	140048	001	00701		3,915.00	1404491
69843	07/14/15									452.12	

ITEM A

Batch Number - 238502
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
			WHITMORE	7/1/15-6/30/1						
				6						
69844	07/14/15	16111	MARILYN LIPPEL	Payment Amount TURF RMVL-MWD PRGRM	PV	139938	001	00101	3,915.00 1,056.00	690636/TURF2
69845	07/14/15	19724	LISA LONDON	Payment Amount TURF RMVL REBATE	PV	139866	001	00101	492.00	2150434
69846	07/14/15	19725	SANDRA McGUERN	Payment Amount TURF RMVL REBATE	PV	139849	001	00101	492.00 708.00	790436
69847	07/14/15	19740	BRIAN MERRICK	Payment Amount RFND BAL - CLOSED A/C	PV	139933	001	00101	337.22	059965
69848	07/14/15	19750	ROBERT MINSK	Payment Amount TURF RMVL-MWD PRGRM	PV	139952	001	00101	337.22 2,776.00	200348
69849	07/14/15	19726	SHARI MOELTER	Payment Amount TURF RMVL REBATE	PV	139850	001	00101	2,776.00 540.00	260510
69850	07/14/15	19727	RICHARD MOONEY	Payment Amount TURF RMVL REBATE	PV	139851	001	00101	540.00 2,490.00	780246
69851	07/14/15	19728	VICTORIA MORRIS	Payment Amount TURF RMVL REBATE	PV	139852	001	00101	2,490.00 1,640.00	281052
69852	07/14/15	2365	MSO TECHNOLOGIES	Payment Amount MAY'15 WLK P/S SCADA UPGRD	PV	140026	001	00701	1,640.00 1,260.00	4951
				MAY'15 WLFP EXPNSN SCADA DSGN	PV	140027	001	00701	1,260.00	4951
				MAY'15 EFFL PLC PRGRM	PV	140028	001	00701	890.85	4949
				MAY'15 5 MG TNK SRV	PV	140063	001	00701	140.00	4950
69853	07/14/15	5104	JAMES/LISA MULNE	Payment Amount TURF RMVL-MWD PRGRM	PV	139935	001	00101	3,550.85 4,336.00	410140/TURF2
				Payment Amount						

Batch Number - 238502
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Tr	Document Number	Key	Amount	Invoice Number
69854	07/14/15	19765	PARVIN NAZARI	TURF RMVL REBATE	PV	140017	001 00101	1,134.00	660570
69855	07/14/15	19687	OAKRIDGE GEOSCIENCE, INC.	Payment Amount 6/5-6/25/15 RAS PS MNOMTR SRVY	PV	140069	001 00701	1,289.59	002.001-1
69856	07/14/15	19751	ANDREA OATEY	Payment Amount TURF RMVL-MWD PRGRM	PV	139953	001 00101	864.00	690310
69857	07/14/15	17329	ODYSSEY POWER	Payment Amount BATTERY&FUEL HOSE RPL FUEL LFT PMP&FLTR RPL	PV	140061	001 00701	1,258.57	59650
69858	07/14/15	15469	OLYMPIC PAINTING CO.	Payment Amount FENCE PAINTING@EQUE STRN TNK	PV	139874	001 00701	1,800.00	10550
69859	07/14/15	19770	MICHAEL ORLIKOFF	Payment Amount TURF RMVL REBATE	PV	140023	001 00101	378.00	2080945
69860	07/14/15	18946	PACIFIC ADVANCED CIVIL ENGINEERING, INC.	Payment Amount MAY-15 CENTRT TNK DSGN SRV	PV	139919	001 00701	12,551.32	96838
69861	07/14/15	19752	JEFFREY PANKRATZ	Payment Amount TURF RMVL-MWD PRGRM	PV	139954	001 00101	676.00	630428
69862	07/14/15	12014	PETER/DARLENE PIKE	Payment Amount TURF RMVL-MWD PRGRM	PV	139939	001 00101	1,022.00	670321
69863	07/14/15	19133	PINNACLE PETROLEUM, INC.	Payment Amount 8,742 GAL 87 OCTANE	PV	140030	001 00701	26,529.27	114666
69864	07/14/15	9320	MONTE PRESTON	Payment Amount TURF RMVL-MWD PRGRM	PV	139936	001 00101	2,334.00	530896

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Batch Number - 238502
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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
69865	07/14/15	19058	PROTECTOR FENCE	CHAIN LNK DBL DOOR@RES#2	PV	139875	001	00701	1,100.00	1131
				Payment Amount					1,100.00	
69866	07/14/15	19753	MONICA RICHARDS	TURF RMVL-MWD PRGRM	PV	139955	001	00101	2,386.00	810332
				Payment Amount					2,386.00	
69867	07/14/15	19754	MELISSA RICHES	TURF RMVL-MWD PRGRM	PV	139956	001	00101	280.00	1186354
				Payment Amount					280.00	
69868	07/14/15	10338	PENNY ROMINE	RFND BAL - CLOSED A/C	PV	139930	001	00101	354.60	054358
				Payment Amount					354.60	
69869	07/14/15	19255	EDOUARD ROSA	TURF RMVL REBATE	PV	140013	001	00101	992.00	754050/TURF2
				Payment Amount					992.00	
69870	07/14/15	19755	MICHELLE RUBIN	TURF RMVL-MWD PRGRM	PV	139957	001	00101	1,404.00	341038
				Payment Amount					1,404.00	
69871	07/14/15	19756	THOMAS RUEGGER	TURF RMVL-MWD PRGRM	PV	139958	001	00101	924.00	451960
				Payment Amount					924.00	
69872	07/14/15	19729	EDWARD SCHNEIDER	TURF RMVL REBATE	PV	139853	001	00101	2,722.00	260466
				Payment Amount					2,722.00	
69873	07/14/15	10068	JOSEF F SCHOEN	TURF RMVL-MWD PRGRM	PV	139937	001	00101	1,912.00	650450
				Payment Amount					1,912.00	
69874	07/14/15	19766	KARL SCHOTT	TURF RMVL REBATE	PV	140018	001	00101	2,452.00	700042
				Payment Amount					2,452.00	
69875	07/14/15	19730	ROBERT SEARS	TURF RMVL REBATE	PV	139854	001	00101	1,828.00	1140620
				Payment Amount					1,828.00	
69876	07/14/15	19658	SHIMMICK CONSTRUCTION CO. INC.	RFND BAL - CLOSED A/C	PV	139869	001	00101	338.87	71217/9998312
				Payment Amount					338.87	
69877	07/14/15	19731	DAYNA SHULMAN	TURF RMVL REBATE	PV	139855	001	00101	4,564.00	160110
				Payment Amount					4,564.00	
69878	07/14/15	19757	PAUL SOLOMON	TURF RMVL-MWD REBATE	PV	139959	001	00101	1,595.00	1130450
				Payment Amount					1,595.00	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Tr	Document Number	Key Item	Co	Amount	Invoice Number
69879	07/14/15	19775	STALK HOME LLC	PRGRM Payment Amount RNFD BAL - CLOSED A/C	PV	140067	001	00101	1,596.00 1,258.60	9998402
69880	07/14/15	19758	KELLY STIRLING	Payment Amount TURF RMVL-MWD PRGRM	PV	139960	001	00101	2,022.00	820730
69881	07/14/15	3789	T & T TRUCK & CRANE SERVICE	Payment Amount 40 TN HYD CRANE@TWN LKS	PV	140062	001	00701	2,022.00 1,267.50	0120784-IN
69882	07/14/15	19767	RUTH TARAS	Payment Amount TURF RMVL REBATE	PV	140019	001	00101	11,384.00	830504
69883	07/14/15	19776	RENATE THIMESTER	Payment Amount RNFD BAL - CLOSED A/C	PV	140068	001	00101	11,384.00 87.80	032571
69884	07/14/15	19732	HEATHER VANRHEENEN	Payment Amount TURF RMVL REBATE	PV	139856	001	00101	772.00	341476
69885	07/14/15	18923	VAULT ACCESS SOLUTIONS	Payment Amount VAULT LIDS	PV	140073	001	00701	772.00 23,925.00	142
69886	07/14/15	2436	VINCE BARNES AUTOMOTIVE	VAULT LID Payment Amount VEH#824-TRNSM SN	PV	140074	001	00701	4,350.00 28,275.00	143
69887	07/14/15	3035	VWR SCIENTIFIC	SRV&OIL/FLTRS Payment Amount FILTER PAPER 11CM	PV	139917	001	00701	305.08 1,402.50	8041666573
				FREIGHT EDITA DISODIUM DIHYDRATE FREIGHT	PV	139917 139918 139918	002	00701	14.28 109.31 47.84	8041666573 8041674855 8041674855
				Alt Payee 3216 VWR INTERNATIONAL, INC P. O. BOX 640169 PITTSBURGH PA 15264-0169						
69888	07/14/15	19685	W. LITTEN INC.	Payment Amount SRV 6/14-6/20/15@	PV	139920	001	00701	1,573.93 6,654.80	11005

ITEM 4A

Batch Number - 238502
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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Lim	Key Co	Amount	Invoice Number
				RLV						
				SRV	PV	140039	001	00701	5,297.95	11007
				6/21-6/27/15@						
				RLV						
				Payment Amount				11,952.75		
69889	07/14/15	3043	WATER ENVIRONMENT RESEARCH FOUNDATION	WERF MEMBERSHIP 2015	PV	140032	001	00701	3,143.00	U-20004238-15
				Payment Amount				3,143.00		
69890	07/14/15	18914	WECK LABORATORIES, INC.	LAB SRV@RLV	PV	139914	001	00701	150.00	W5F1287-LV
				Payment Amount				157.50		
				LAB SRV@DCBM ANALYSIS	PV	139915	001	00701	150.00	W5F1544-LV
				LAB SRV@RLV	PV	139916	001	00701	150.00	W5D0935-LV
				Payment Amount				457.50		
69891	07/14/15	19759	ALAN WEINER	TURF RMVL-MWD PRGRM	PV	139961	001	00101	1,918.00	690628
				Payment Amount				1,918.00		
69892	07/14/15	19760	LISA WEIR	TURF RMVL-MWD PRGRM	PV	139962	001	00101	2,336.00	1140790
				Payment Amount				2,336.00		
69893	07/14/15	3048	WEST COAST AIR CONDITIONING	A/C PM@BLDG#7&8	PV	139921	001	00701	395.00	S66625
				Payment Amount				395.00		
69894	07/14/15	19733	DAVID WOODS	TURF RMVL REBATE	PV	139857	001	00101	2,240.00	200280
				Payment Amount				395.00		
69895	07/14/15	19524	XYLEM WATER SOLUTIONS USA, INC	(4) 4" SUBMRSBL PUMPS	PV	140031	001	00701	25,594.29	3556843673
				Payment Amount				2,240.00		
				Alt Payee 19683 XYLEM WATER SOLUTIONS USA, INC. 26717 NETWORK PLACE CHICAGO IL 60673-1267				25,594.29		
69896	07/14/15	19761	ELENA YASNO	TURF RMVL-MWD PRGRM	PV	139963	001	00101	4,620.00	200124
				Payment Amount				4,620.00		

ITEM 4A

Batch Number - 238502
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
69897	07/14/15	19381	ZUSSER COMPANY, INC.	PMT#4-RW RES#2 5% RETENTION-PMT #4	PV	139867	001	00701	31,924.50	10522/#4
					PD	139868	001	00754	1,596.23-	10522/RTN#4
				Payment Amount					<u>30,328.27</u>	
				Total Amount of Payments Written					<u>411,939.54</u>	
				Total Number of Payments Written					106	



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

MINUTES
REGULAR MEETING

5:00 PM

March 24, 2015

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Clerk of the Board, Daryl Betancur.

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 President Glen Peterson in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road in Calabasas. Daryl Betancur, Clerk of the Board, conducted the roll call.

Present: Director(s): Caspary, Lewitt, Peterson and Renger
Absent: Director(s): Polan (arrived at 5:20 p.m.)

2. APPROVAL OF AGENDA

On a motion by Director Caspary, seconded by Director Renger, the Board voted unanimously to approve the agenda.

3. PUBLIC COMMENTS

None

4. CONSENT CALENDAR

A List of Demands: March 24, 2015

ITEM 4B

B Investment Report for the Month of February 2015

Receive and file the Investment Report for the Month of February 2015.

C SCADA Wired Telecommunications Network: Upgrade of AT&T Services

Accept the quote from ACC Business and authorize the General Manager to execute a two-year multi-service agreement, in the amount of \$54,000, to upgrade the District's wired SCADA telecommunications services.

D Purchase and Delivery of Fire Hydrants: Request for Bids

Approve a Request for Bids for the purchase and delivery of fire hydrants.

On a motion by Director Caspary, seconded by Director Lewitt, the Board voted unanimously to approve the Consent Calendar.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

General Manager David Pedersen gave a brief update, stating that the State Water Resources Control Board adopted new emergency regulations relating for urban water conservation; the previous regulations were in effect for the maximum of 270 days; the extension maintained the status quo; a couple of new items added, which the District is already implementing, were included: restaurants only serving water upon request and prohibiting irrigation during rain events or 48 hours after rain events; those two items will remain in effect for 270 days.

B Water Supply Conditions and Drought Response

General Manager Pedersen gave an update, stating that the California Department of Water Resources increased the allocation for the State Water Project on March 2, 2015; the increase went from 15% to 20% allocation; Metropolitan is looking at about a 40 to 45% allocation from the State Water Project to avoid implementing its allocation plan; it appears that Metropolitan will be looking at implementation of its water supply allocation plan at its April meeting; late season rain and snow could affect the conditions; the reservoirs are overall in better condition than last year and a fair amount of storage has been placed in the state's reservoirs; Lake Oroville is at 70% of the average, but compared to last year, it is in better condition; San Luis Reservoir is 74% of average and at this time last year it was at 40% of average; at this time last year, Castaic Lake was nearly full and has dropped to 37%; Lake Perris was at 67% last year and this year is at 40%; the snowpack continues to be the challenge being very low compared to average; when customers are asked to conserve, the response has been well-received; beginning in September of last year, there is a trend that has moved up each month with a 14% reduction in potable water usage and, in the most recent billing period of January

and February, the reduction was at 29%; the recycled water system is more dramatic with the most recent billing period showing a 47% reduction year-over-year.

Brief comment were made by the Board.

6. **TREASURER**

Director Lewitt reported that everything was in order.

7. **FACILITIES AND OPERATIONS**

A Tract No. 44352 Calabasas Ridge Recycled Water Main Extension Project: Construction Award

Award a construction contract to Toro Enterprises, Inc., in the amount of \$76,900; reject all remaining bids upon receipt of the duly executed contract documents; and approve an additional appropriation, in the amount of \$24,490, for CIP Job No. 10591.

General Manager Pedersen gave a brief report, stating this was a good project to convert existing potable water demands to recycled water, which is one of the key initiatives of the District to meet its 20x2020 goals.

Director of Facilities and Operations, David Lippman reported that the President of the Homeowners Association was present and had been very supportive and cooperative on the project; the HOA is using the onsite retrofit program to convert its onsite plumbing to recycled water.

On a motion by Director Renger, seconded by Director Caspary, the Board voted unanimously to approve item 7A.

B California Wildlife Center: Temporary Use of Area at Rancho for Sea Lion Triage

Authorize the General Manager to execute a lease agreement, in a form approved by District Legal Counsel and for a nominal amount of \$1.00, with the California Wildlife Center to establish a temporary, emergency triage area for California sea lion pups near the Centrate treatment facility.

California Wildlife Center Board President, Victoria Harris addressed the Board and stated that the Wildlife Center was located as 26026 Piuma Road in Calabasas; she gave a brief overview of the item, stating that a temporary rehabilitation facility was proposed for a platform with different pens and a capacity for up to 100 sea lion pups; they would propose tie into the District's sewer and pay for water and power; when they leave the temporary facility, it would be returned to its original condition; all of the equipment, fencing and pools would be put into storage until they find a

new facility within the next year or two.

Discussion took place and questions of the Board were answered.

Director Len Polan arrived at 5:20 p.m.

On a motion by Director Renger, seconded by Director Caspary, the Board voted unanimously to approve item 7B.

8. **INFORMATION ITEMS**

A Records Management: Scanning of Vital Records

General Manager Pedersen gave a brief summary of the item, stating it involved scanning of vital District records; the Board had asked staff to develop a plan to ensure the vital records were electronically stored; staff ensured that electronic copies of the District's resolutions, ordinances, minutes, deeds, easements and record drawings were available and backed up if there is a need to recover them.

9. **NON-ACTION ITEMS**

A Organization Reports

- (1) MWD Representative Report/Agenda(s)

Director Peterson reported a Metropolitan Water District director had passed away; MWD had its first Integrated Resources Plan meeting with solid discussion taking place; MWD's General Manager stated the allocation would be between 5% and 20%.

- (2) Other

B Director's Reports on Outside Meetings

Director Caspary reported that he attended the Los Angeles Regional Water Quality Control Board meeting on March 12th and gave a brief overview of the meeting.

Director Caspary also gave a brief overview of the AWA meeting he attended, which was on the Sustainable Groundwater Management Act.

Director Caspary gave a summary of the Senate Select Committee Hearing on Climate Change and the Water-Energy Nexus hosted by Senator Fran Pavley on the previous Friday; Director Lewitt added some additional comments on the hearing.

Director Polan gave an overview on the California Water Policy Conference (POWER) in Claremont; he also shared a slideshow on a seminar at the conference related to atmospheric rivers.

C General Manager Reports

- (1) General Business

General Manager Pedersen reported that staff made contact with a representative of the Clean Energy Coalition at Senator Pavley's Water-Energy Nexus hearing; the Clean Energy Coalition offers energy audits at no cost. Mr. Pedersen reminded the Board that Form 700s are due to Clerk of the Board by April 1st. Also, he reviewed the upcoming calendar items.

- (2) Follow-Up Items

None

D Director's Comments

None

10. FUTURE AGENDA ITEMS

None

11. PUBLIC COMMENTS

None

12. CLOSED SESSION

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

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

B Conference with District Counsel – Public Employment Performance Evaluation (Government Code Section 54957):

Title: General Manager

Facilitator: Irwin N. Jankovic, Ph.D., Metropolitan Water District of Southern California

The Board recessed to closed session at 5:45 p.m. and reconvened to open session at 6:04 p.m.

13. OPEN SESSION AND ADJOURNMENT

No reportable action was taken in closed session. Seeing no further business to come before the Board, the meeting was duly adjourned at 6:05 p.m.

GLEN PETERSON, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:

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

(SEAL)



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

MINUTES
REGULAR MEETING

5:00 PM

June 23, 2015

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Director of Finance and Administration, Donald Patterson.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:00 p.m. by President Glen Peterson in the District Offices. Interim Clerk of the Board, Joanne Bodenhamer called the roll.

Present: Director(s): Caspary, Lewitt, Peterson, Polan and Renger.
Absent: Director(s): None

2. APPROVAL OF AGENDA

General Manager David Pedersen requested that Item12A be removed from the agenda. On a motion by Director Caspary and seconded by Director Renger, the Board voted unanimously to approve the Agenda as amended.

3. PUBLIC COMMENTS

None

4. CONSENT CALENDAR

A List of Demands: June 23, 2015

ITEM 4B

- B Minutes: Regular Meeting of February 10, 2015**
- C Amended Minutes: Regular Meeting of October 14, 2014**
- D Investment Report for the Month of May 2015**
- E Annual Supply and Delivery Sodium Hypochlorite: Request for Bids**

On a motion by Director Caspary and seconded by Director Polan, the Board voted unanimously to approve the Consent Calendar.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

General Manager Pedersen gave an update on a couple of items, stating that the state budget process was well underway and expected to be approved shortly; two Senate Trailer Bills were approved by the Legislature, Senate Bill 83 and Senate Bill 88; the District submitted opposition letters to its state legislative representatives on both Bills, but the items still carried. The District's primary opposition was related to the consolidation of water systems and the restructuring of the Drinking Water Program fees; a letter was written in support of the Assembly Bill 888 on microbeads authored by Assemblymember Bloom; a support letter was also written for federal water infrastructure funding being considered by the Federal Appropriations Committee.

Brief questions were answered by General Manager Pedersen.

B Water Supply Conditions and Drought Response

General Manager Pedersen reported that the water supply conditions on the State Water Project remain unchanged with a 20% allocation; the Colorado River Basin had quite a bit of rainfall and snow in May; going into May, water supply conditions in the Colorado River Basin were not looking too promising; however, with the rain in May, the change of shortage on the Colorado River this year is nil.

Mr. Pedersen explained that as far as drought response, employees of the District have been attending meetings and talking to customers; updates have been provided to customers through social media; the conservation numbers for the month of May were encouraging; comparing May of 2015 to May of 2013, a 28% reduction was seen in water demands; staff is hopefully that by June the target of 36% percent will be met; when driving around the community, brown lawns, parks and greenways are being seen.

Staff attended the West Hills HOA meeting on June 17th; the Lakeshore HOA meeting is coming up on June 25th; conservation ads were placed in *The Acorn* and *Las Virgenes Enterprise* papers; the schools in the area are posting "Please Conserve Water" on their electronic message boards; a gardening class was held last Thursday; staff met with Kim Lamorie of the Las Virgenes Homeowners Federation last week; the City of Agoura Hills is holding a City water drought workshop in August by request of the Mayor; the latest edition of *The Current Flow* was distributed and focuses on the drought; the most recent Annual Water Quality Report also includes information on the drought; updates have been added on the Fact

Checker relating to enforcement activities, and a picture will be added of the Dial Security vehicles so the community knows what they look like; drought content has been added to the District's website with before and after pictures of Mow-No-Mow Turf Removal participants' properties; 235 warning letters and 12 fines at the \$100 level have been issued.

A brief discussion took place and questions were answered by General Manager Pedersen.

6. TREASURER

Director Lewitt reported that everything was in order.

7. FINANCE AND ADMINISTRATION

A Velocity Offsite Disaster Recovery for Information Systems: Annual Purchase Order

Authorize the General Manager to approve an annual purchase order to Velocity in the amount of \$37,368, providing for monthly payments of \$3,114.

General Manager Pedersen gave an overview of the item, stating that Velocity is the company that has been managing the offsite data storage for the District; they are located in Washington; the CIS system provides real-time back-up on Velocity's server; if for some reason the IT system goes out, Velocity is able to help recover the systems for CIS and JD Edwards; the main purpose is for business continuity.

On a motion by Director Polan and seconded by Director Renger, the Board voted unanimously to approve item 7A.

B Proposed Fiscal Year 2015-16 Operating and Capital Improvement Budget

Adopt the proposed Fiscal Year 2015-16 Operating and Capital Improvement Budget; approve the proposed staffing changes; authorize the General Manager to pre-pay the District's Fiscal Year 2015-16 annual required contribution to CalPERS, in the amount of \$1,888,232; and pass, approve and adopt Resolution No. 2466, establishing salaries for employees.

Resolution No. 2466

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ESTABLISHING SALARIES FOR EMPLOYEES

(Reference is hereby made to Resolution No. 2466 on file in the District's Resolution Book and by this reference the same is incorporated herein and made a part hereof.)

Director of Finance and Administration, Donald Patterson gave an overview of the item with a short PowerPoint presentation including: FY 2015/16 Proposed Budget

assumes achievement of 36% reduction in water use; does not include rate changes; incorporates year 1 of the Information Systems Master Plan; includes seven position changes and the addition of one new position; includes pre-payment of the CalPERS Employer Contribution of \$1,888,232, which saves \$69,529 (3.6%); the budget is \$68.3 million, which is a reduction from \$72 million from last year.

Director Polan asked if there was any thought given to maintaining a certain level of potable water reserves. (Patterson: explained that the issue of reserves is addressed in the rate study.)

Director Lewitt asked about the recycled water reserves showing a flat trend since 2014. (Patterson: the recycled water reserves went up and then flattened out a little bit; the recycled water fund has fairly healthy reserves right now.) (Pedersen: the Agoura Road Recycled Water Main Extension and the Lost Hills Overpass Replacement may be drawing from net recycled water revenues; the reserves will likely begin to climb again once those projects are completed.)

Director Renger stated that Triunfo keeps pushing for a higher wholesale recycled water rate and asked if that supplied more money to sanitation, taking it away from recycled water. (Patterson: the recycled water rate is based on the wholesale cost of the water.) (Pedersen: It increases cost on the recycled water system and results in increased revenue to the JPA, which is used to offset sanitation costs; in short, it helps sanitation at the expense of recycled water.)

On a motion by Director Caspary and seconded by Director Lewitt, the Board voted unanimously to approve item 7B.

8. RESOURCE CONSERVATION AND PUBLIC OUTREACH

A Sanitation Service Charge for Fiscal Year 2015-16: Evaluation of Winter Water Usage

Authorize utilizing the lower of the past two years' winter water usage to determine sanitation service charges for single-family residential customers for Fiscal Year 2015-16.

General Manager Pedersen gave an overview of the item, stating that it is similar to an item that the Board approved last year; when the Board approved sanitation rates in 2012, those rates included a sliding scale for sanitation charges; the rate is based on winter-time water usage from December 1st through March 31st of the prior fiscal year; because of the severe drought, winter-time water use is not necessarily the best surrogate for indoor water usage.

Director of Resource Conservation and Public Outreach, Carlos Reyes gave a brief presentation on the item.

There was a brief discussion, and questions were answered.

9. **NON-ACTION ITEMS**

A Organization Reports

(1) MWD Representative Report/Agenda(s)

Director Peterson reported that MWD had approved three tours for the District this year: the State Water Project tour, Colorado River Aqueduct tour and a new tour of the Jensen Treatment Plant, which he hopes some employees can attend; the State Water Project tour will be September 25th, 26th and 27th; the Jensen Treatment Plant tour will be November 20th; the Colorado River Aqueduct tour, which will include Hoover Dam, will be April 8, 9 and 10, 2016; anyone who wishes to attend should contact Deborah Peters.

MWD is currently in negotiations with its employees and also had a drought presentation at the Bay Delta Committee meeting.

(2) Other

None

B Director's Reports on Outside Meetings

Director Caspary reported on the Santa Monica Bay Restoration Commission meeting that he attended on September 9, 2015; he also reported that the Bay Restoration Commission will be having an event at Loyola University to review the State of the Bay Report; a published version of the report will be out within 60 days; the Santa Mountains Conservancy, Coastal Conservancy and California Department of Fish and Wildlife are administering Proposition 1 funding and will be adopting grant funding guidelines shortly.

Directors Renger, Polan, Lewitt and Peterson reported on their attendance at the AWA WaterWise Breakfast.

C General Manager Reports

(1) General Business

General Manager Pedersen reported that on June 15th, flow augmentation to Malibu Creek began; about 200 gallons per minute are being supplemented to Malibu Creek to trim the creek flow up to 2.5 cfs, which is required by the permit; both Westlake Wells are operating producing about 750 gallons per minute; the recycled water system is being supplemented with potable at Reservoir No. 2; the budget-based rates questionnaire and flier is ready to go out on Friday; the new Executive Assistant/Clerk of the Board will be Josephine Guzman who will be starting with the District on July 20th, coming from Ventura Regional Sanitation District; the District's Annual Water Quality Report is completed and published.

(2) Follow-Up Items

None

D Director's Comments

Director Caspary thanked the District's customers for their conservation efforts and was gratified to see the 28% reduction compared to 2013; he urged all to get to the mandate that the state is requiring; he noted that this was all done without a price change/penalty structure.

Director Polan asked if the inflow of sewage to Tapia is reduced and if the output of recycled water is lower. (Pedersen: certainly, there have been some reductions; the focus is really on outdoor conservation; conservation will ultimately reduce the amount of recycled water available, which could be a bit problematic and lead to more potable supplement) (Lippman: there is not a lot of infiltration because the groundwater levels are so low and none of that water is getting into the sanitary sewer system.)

10. FUTURE AGENDA ITEMS

None

11. PUBLIC COMMENTS

Jeanette Lentz of 25640 Mulholland Highway presented a picture of her drought tolerant landscaping; she stated that her household is already water wise and wanted to know how they will be able to save more in order to be within the proposed guidelines. The Board advised Ms. Lentz that the 36% reduction requirement is for the District as a whole and not being applied individually to customers.

12. CLOSED SESSION**A Conference with District Counsel – Existing Litigation (Government Code Section 54956.9(a)):**

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

Closed session was removed from the agenda based on General Manager Pedersen's recommendation on Item 2.

13. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at 6:01 p.m.

GLEN PETERSON, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:

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

(SEAL)

July 1, 2015

To: Payroll

From: David W. Pedersen
General Manager

RE: Per Diem Request – June 2015

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

On February 26, 2008, the Board unanimously voted to amend the daily per diem to \$200, effective February 27, 2008. On January 26, 2010, during the annual review of compensation, the Board opted for the per diem to remain at \$200 and requested that a per diem survey be conducted along with the next employee compensation study.

<u>Director</u>	<u>No. of Meetings</u>	<u>Rate</u>	<u>Total</u>
Charles Caspary	5	\$200.00	\$1,000.00
Glen Peterson LVMWD* – 7 MWD** – 5	12	\$200.00	\$2,400.00
Leonard Polan	5	\$200.00	\$1,000.00
Lee Renger	5	\$200.00	\$1,000.00
Jay Lewitt	6	\$200.00	\$1,200.00

*LVMWD Code Section 2-2.401(a): "not exceeding a total of ten (10) days in any calendar month"

**LVMWD Code Section 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: Clerk of the Board Director's Name: Glen Peterson
 Month of: Jun-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? (Y/N)	Check One		Event Title
	Event	Travel		MWD	LVMWD	
6/2/15	1		1 n	x		State Leg Pre Meeting Region 8
6/3/15	1		1 n/a		x	Special Meeting
6/4/15	1		1 n/a	x		Engineering Committee prep/ Heal the Bay
6/5/15	1		1 y		x	State Leg Meeting ACWA Sacramento
6/6/15	1		1 n/a		x	Board Meetings and MWD committee
6/7/15	1		1 n/a	x		Colorado River Board Ontario
6/16/15	1		1 n/a	x		Bay Delta meeting prep
6/17/15	1		1 n/a		x	Calleguas Las Virgenes PFA
6/18/15	1		1 n/a		x	Water Wise AWAVC
6/23/15	1		1 n/a		x	Committee Meetings /Board Meeting
6/25/15	1		1 n/a	x		Souther California Water Committee Special Meeting MWD/LA
6/26/15	1		1 n/a		x	ACWA State Leg Committee Sacramento
TOTAL				5	7	

Date Submitted: 5/25/15
 Director Signature: [Signature]

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

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT


 To: Joanne Bodenhamer, Clerk of the Board Director's Name: Leonard Polan
 Month of: June Division: #4

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	
6/9/15	1	----	1		Y	LVMWD BOARD MTG
6/17/15	1	----	1		Y	Callegus JPA Board Meeting
6/18/15	1	----	Y		Y	AWA VC Meeting
6/23/15	1	----	----		Y	LVMWD BOARD MTG
6/25/15	1	----	----		Y	Lakeshore HOA Mtg re Drought Response
<i>06/03/15</i>	<i>1</i>		<i>1</i>		<i>Y</i>	<i>LVMWD RATE WORKSHOP BWP</i>
TOTAL			5			

Date Submitted: 6/29/15
 Director Signature: Electronically Signed Leonard E. Polan

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.
 EM 4C

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel 1		Total	MWD	
6/3/2015	1				X	RATE STUDY
6/9/2015	1				X	LVMWD BOARD MEETING
6/17/2015	1				X	PFA BOARD MEETING
6/18/2015	1				X	AWA BREAKFAST MEETING
6/23/2015	1				X	LVMWD BOARD MEETING
TOTAL				5		



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

To: Dave Pedersen
 Director's Name: Lee Renger
 Month of: JUNE 2015
 Division: 3

Date Submitted: 5-24-15
 Director Signature: Lee Renger

ITEM 4C

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



July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Potable Water System Corrosion Control Study: Request for Proposals

SUMMARY:

The District is required by drinking water regulations to perform a "desktop" analysis of its existing lead and copper water quality sample data from the potable water distribution system to demonstrate that the water system is optimized for corrosion control.

RECOMMENDATION(S):

Approve the release of a Request for Proposals for consultant services to perform a corrosion control study of the potable water system.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The adopted Fiscal Year 2015-16 Budget includes \$25,000 for the study.

DISCUSSION:

Background:

As a large water system as defined in Chapter 17.5 of Title 22 of the California Code of Regulations, the District is required to demonstrate that its potable water system is optimized for corrosion control. Optimization is normally demonstrated by submitting lead monitoring results showing that the difference between the 90th percentile sample result at customer taps and the highest source water (MWD supply) sample is less than the detection limit for the purpose of reporting (DLR).

2014 Routine Lead and Copper Monitoring:

During routine monitoring in 2014, the lead results showed that the difference between the 90th percentile at customer taps and the highest sources water was above the DLR. The 90th percentile result for lead was 0.0093 mg/L as compared to 0.0025 mg/L for the source water, resulting in a difference of 0.068 mg/L. The DLR for lead is 0.005 mg/L. The result triggered the need for a corrosion control study of the District's potable water system, which must be completed by May 2016.

RFP Schedule:

Board Approval of Request for Proposals

July 14, 2015
ITEM 4D

Pre-Proposal Meeting
Proposals Due Date
Interviews, if necessary, during week of
Board Acceptance of Successful Proposal

August 4, 2015
August 18, 2015
August 31, 2015
September 22, 2015

GOALS:

Provide Safe and Quality Water with Reliable Services

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

ATTACHMENTS:

[RFP for Potable Water System Corrosion Control Study](#)

June 5, 2015

XXXX
XXXXX
XXXXXX XXXXXXX, CA 9XXXX

Subject: **Request for Proposals –
Preparation of Corrosion Control Study Relating to Lead and
Copper Rule**

Las Virgenes Municipal Water District (LVMWD) invites your firm to submit a proposal to perform the services outlined in this Request for Proposals, which includes the following:

- I. Background Information
- II. Scope of Work
- III. Minimum Consultant Qualifications
- IV. Information to be Submitted
- V. Time for Completion
- VI. Evaluation Criteria

A scope of work is included to assist you in the preparation of your proposal. Failure to submit information in accordance with the requirements in this RFP may be cause for disqualification.

The consultant must be a registered professional engineer in the State of California to practice the work being solicited.

Five hard copies and one electronic copy of your proposal must be received at the District headquarters office by **3:00 P.M., Tuesday, August 18, 2015** for consideration. Please contact Eric Maple, P.E. at (818) 251-2147 or via e-mail at EMaple@lvmwd.com if you have any questions.

Very truly yours,

John Zhao, P.E.
Principal Engineer.

Attachments:

- Source and Tap Water Data for years 1998, 1999, 2002, 2005, 2008, 2011, 2014
- Letter dated January 13, 2015 from the Water Resources Control Board, Department of Drinking Water Division
- Potable Water Master Plan (for reference maps and system information)
- Standard Consultant Agreement



REQUEST FOR PROPOSALS
FOR

Preparation of Study on Impacts of Lead and
Copper Rule and Possible Treatment Alternatives

PROPOSALS DUE AUGUST 18, 2015 at 3:00 p.m.

LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 LAS VIRGENES ROAD
CALABASAS, CA 91302
818.251.2100

Document Date:
June 3, 2015

REQUEST FOR PROPOSALS
Las Virgenes Municipal Water District

Preparation of Corrosion Control Study Relating to Lead and Copper Rule

TABLE OF CONTENTS

- I. Background Information
- II. Scope of Work
- III. Minimum Consultant Qualifications
- IV. Information to be Submitted
- V. Time for Completion
- VI. Evaluation Criteria

ATTACHMENTS

LVMWD Professional Services Agreement (Sample)

The following are in CD-R Format:

- Source and Tap Water Data for years 1998, 1999, 2002, 2005, 2008, 2011, 2014
- Letter dated January 13, 2015 from the Water Resources Control Board, Department of Drinking Water Division
- Potable Water Master Plan (for reference maps and system information)
- Standard Consultant Agreement

I. BACKGROUND INFORMATION

The Las Virgenes Municipal Water District (LVMWD) is a special district established in 1958. The service area encompasses 122-square miles in western Los Angeles County and includes the incorporated cities of Hidden Hills, Calabasas, Agoura Hills, and Westlake Village, as well as unincorporated areas. The District provides potable water, recycled water, and wastewater service to a population of approximately 65,000. Triunfo Sanitation District (TSD) within Ventura County is a joint venture partner with LVMWD in wastewater and recycled water service.

LVMWD's potable water system consists of an elaborate system of pumps, pressure zones, supply connections and reservoirs/tanks. There are 22 main pressure zones created by numerous facilities. Within these main zones are multiple sub-zones created by pressure regulation, containing no independent storage facilities. The topography plays a large role in the complexity of LVMWD's water delivery system. The complex nature of the current system is derived from a combination of the service area's rugged topography and its east to west linearity. To support the delivery of water throughout the District's service area, the District maintains over 400 miles of pipelines, 24 pumping stations, 25 storage tanks, and over 75 pressure regulating stations to improve system performance and reliability.

Under Item 5c of the attached letter dated January 13, 2015 from the Water Resources Control Board, Department of Drinking Water Division (DDW), DDW requested that LVMWD demonstrate its system is optimized for corrosion control and submit recent source and entry point monitoring results to demonstrate the difference between the 90th percentile for lead and the highest source and entry point water concentration for lead is less than the lead DLR and the 90th percentile for copper is less than the AL, or conduct a corrosion-control study pursuant to Section 64674, Title 22, CCR.

In response, LVMWD supplied source and entry point results that showed the difference between the 90th percentile for lead and the highest sources and entry point concentration is above the DLR. The 2014 90th percentile for lead is 0.0093 mg/L, and the source concentration used to calculate the difference is 0.0025 mg/L as required by Section 64678 (b) (1), Title 22 of CCR. The difference is calculated to be 0.0068 mg/L. As the difference is higher than the DLR, a corrosion study is required, and must be completed and submitted to DDW by May of 2016.

The scope of this proposal is to prepare a "desktop" corrosion study following California water law and EPA guidance regarding the corrosive potential of water in the potable water system and associated impacts, and propose treatment modifications or alternatives while taking into consideration constraints due to other regulations or factors.

II. SCOPE OF WORK

This RFP scope involves adherence to the CCR Section 64683 regarding Corrosion Control Study Procedure, and as outlined below:

1) Describe existing water system conditions:

The purpose of this task is to compile and assess the extent of corrosion occurring within the LVMWD service area. To complete this task, the consultant will compile existing lead and copper results from previous home tap monitoring events, five years of water quality parameter data from source water and treated water (pH, alkalinity, temperature, TDS, metals, hardness).

The consultant will review potential factors involved in the leaching of lead from distribution system piping. Water quality data will be utilized to calculate the theoretical lead solubility and calculate and assess corrosion indices (i.e., Langelier Saturation Index (LSI), Calcium Carbonate Precipitation Potential (CCCP)).

2) Identify constraints of various corrosion control treatment alternatives:

Identify and evaluate potential constraints that could limit the type and effectiveness of various corrosion control treatment alternatives. Such constraints can be both regulatory (i.e., an action that could lead to a potential violation of a National Primary Drinking Water Regulation) or functional (i.e., an action that is incompatible or ineffective given the utility's existing and possible future treatment and operations due to the re-addition of a chlorinated product to re-establish the correct chlorine to ammonia ration for the control of nitrification).

To evaluate water quality/regulatory constraints, the consultant will evaluate the following:

- Source water characteristics,
- Potential impacts of using a corrosion inhibitor,
- Potential impacts to wastewater treatment facilities,
- Any potential secondary effects of treatment, including precipitation of iron, manganese,
- Impacts on finished water reservoirs,
- Maintaining compliance with regulations, including Surface Water Treatment Rule, Interim Enhanced SWTR (ESWTR), Long-term (2) ESWTR; Total Coliform Rule, Stage 2 D/DBP Rule.

3) Evaluate treatment alternatives:

This task includes a review of the following treatment approaches:

- pH and/or alkalinity adjustment
- adjustment of calcium hardness

- use of corrosion inhibitors
- no alternative, i.e., operate the system in its current configuration

The desk-top study will assess and rate potential effectiveness of each approach, ease of operation and reliability, feasibility, capital and O&M costs, anticipated schedule to implement each alternative. Based on a review of each alternative, an optimal corrosion control treatment approach will be recommended.

4) Coordination and deliverables

- Attend preliminary/kick-off meeting
- Coordinate with LVMWD staff as necessary to clarify data provided by Staff.
- Present draft report for review and host meeting to address any comments
- Create and submit final report which addresses Items No.1 through No.3 within this Scope of Work Section, and CCR Section 64683
- Provide support to LVMWD as needed when LVMWD coordinates or submits results of the report to DDW

District staff will perform the following tasks:

- 1) Provide water sampling data already obtained
- 2) Answer any questions, and provide facility information if required
- 3) Attend kick-off and draft review meetings, and review the final report

III. MINIMUM CONSULTANT QUALIFICATIONS

Consultant shall provide information to verify the following minimum qualifications:

- 1) Necessary technical skills (previous water treatment, analysis, and recommendation work including any corrosion control study and work relating to the compliance of the lead and copper rule).
- 2) Professional liability insurance in the amount of \$1 million.
- 3) Project manager shall have sufficient similar experience in analysis of water quality issues and recommendations as they relate to treatment limitation and regulatory requirements, with a preferable minimum of 3 years' experience.
- 4) Ability to execute the standard Agreement for Professional Services (Attachment).
- 5) Project manager must be a registered Civil Engineer in the State of California.

IV. INFORMATION TO BE SUBMITTED

- 1) Legal name of firm with address, telephone number, and the name of at least one principal familiar with the scope of this project.
- 2) Project understanding and approach, including resource capacity to perform work on several projects simultaneously.
- 3) A recommended scope of work, which clearly displays an understanding of the project using as a basis the preliminary scope of work outlined above.
- 4) Names and résumés of individual(s) proposed to perform the services, including copy/copies of registration as a professional engineer.
- 5) Description of the firm's internal quality control process.
- 6) Names, qualifications, and principals of any sub-consultants to be utilized in providing the service(s).
- 7) References for recently completed projects of similar size and scope, including contact person and telephone number.
- 8) Certificate of professional liability insurance.
- 9) Cost to perform the delineated services and schedule of rates.

V. TIME FOR COMPLETION

The District's timetable for selection of a consultant for this project is:

Board Approval of Request for Proposals	July 14, 2015
Pre-Proposal Meeting	August 4, 2015
Proposals Due Date (3:00 pm)	August 18, 2015
Interviews, if necessary, during week of	August 31, 2015
Board Acceptance of Successful Proposal	September 22, 2015

The authorization to proceed with the work will be sent the day after the Board meeting, and the District anticipates the following schedule:

<u>Milestone</u>	<u>Approx. Date Start</u>	<u>Approx. Date Complete</u>
LV Board to authorize design consultant	---	September 22, 2015
Kick-off Meeting	October 2015	October 2015
Provide Draft Report for review	October 2015	February 2016
Draft Report Review meeting	February 2016	February 2016
Provide final report	March 2016	March 2016

The consultant needs to present its vision of how the research and preparation of the final report will proceed including a proposed to schedule to demonstrate how the District will have ample time to submit the final report to DDW before the mandated May 2016 deadline.

VI. EVALUATION CRITERIA

Proposals will be evaluated based upon the following:

- 1) The quality of performance on similar past projects, including those on which the proposed team has worked together.
- 2) Expertise in water treatment analysis and problem solving.
- 3) Demonstration of understanding project scope, objectives, and potential solutions.
- 4) The ability to complete the work within established budgets.
- 5) The firm’s history and resource capacity to perform the requested service.
- 6) Cost of proposal in terms of overall value to the District.
- 7) The firm’s internal quality control process.
- 8) The experience and qualifications of assigned personnel.
- 9) Qualifications and use of sub-consultants (if any)

Specifically, the guidelines to implement the above criteria are described in the following section:

VII. THE DISTRICT’S EVALUATION PROCESS FOR THIS RFP

The District will have a panel composed of technical and operational staff to evaluate the proposals. The proposals will be evaluated according to the following parameters, and will be the consultant’s reference as to how District staff will be analyzing received proposals.

Experience

- *The quality of performance on similar past projects*
- *The ability and experience in working with cities and other local community groups in the solving treatment challenges due to regulatory and system challenges.*
- *Experience and history of working with (either directly or through public agencies) regulators of water quality.*
- *The firm's history and resource capacity to perform the requested service.*
- *The experience and qualifications of assigned personnel and availability of the project manager.*
- *Qualifications and use of sub-consultants (if any)*

Expertise

- *Expertise and technical skills in the field of the water quality assessment, analysis and proposed treatment solutions*
- *Knowledge of applicable regulations.*
- *Knowledge of water systems.*
- *Demonstration of understanding project scope, objectives, and potential solutions.*
- *The firm's internal quality control process.*

The District may decide to conduct interviews of consultants that have submitted a proposal that is considered close to the District intent and vision. The District's decision on which consultant to hire is final.

Please submit five (5) hard copies of your proposal + one electronic copy no later than 3:00 p.m. on August 18, 2015.

AGREEMENT FOR PROFESSIONAL SERVICES

[COMPANY]

As of _____, 2014, **Las Virgenes Municipal Water District**, hereinafter "DISTRICT", and **[COMPANY]**, hereinafter "CONSULTANT", agree as follows:

SECTION 1. PURPOSES

DISTRICT proposes to engage CONSULTANT to perform **[BRIEF DESCRIPTION INCLUDING PROJECT TITLE]** for the DISTRICT. The professional services were solicited pursuant to Section 2-5.508 of the Administrative Code.

SECTION 2. SCOPE OF SERVICES

CONSULTANT, shall provide the following services as outlined in Exhibit "A" dated [DATE]. \

SECTION 3. COMPENSATION

(a) Compensation shall be made on for a total cost, including expense reimbursement, of [AMOUNT] and shall include all reimbursement for CONSULTANT'S expenses necessary for completion of all work as defined in Section 2 (above). No additional compensation or expense reimbursement shall be paid by DISTRICT without expressed written consent by DISTRICT prior to the performance of work or the accrual of the expense.

(b) CONSULTANT shall submit monthly billings stating services performed and the amount due for services rendered. Monthly billings shall include position, hourly rate, hours worked, expenses, other direct costs, and total billing to date. The bill shall be paid if the DISTRICT determines the billing reflects work

satisfactorily performed. Payment shall be made through the DISTRICT'S normal disbursement procedure.

SECTION 4. TIME FOR PERFORMANCE

Performance under this contract shall commence upon notification of the CONSULTANT by the DISTRICT. The CONSULTANT shall complete the work on or before [DATE].

SECTION 5. INDEPENDENT CONTRACTOR

CONSULTANT is an independent contractor and not an employee of the DISTRICT. CONSULTANT shall be responsible for payment of Income Taxes, Social Security Taxes, State Disability Insurance, Unemployment Compensation, and other payroll deductions in connection with the services to be performed.

SECTION 6. INDEMNIFICATION:

CONSULTANT shall protect, defend, indemnify, and hold harmless DISTRICT, its elected and appointed boards, officers, agents, and employees, and consulting engineers, from and against any and all claims, liabilities, expenses or damages of any nature resulting therefrom, arising out of or in any way connected with the negligent performance of this AGREEMENT by act of omission by CONSULTANT or others for whom CONSULTANT is legally liable.

SECTION 7. INSURANCE:

CONSULTANT shall obtain and maintain during the life of this AGREEMENT the following insurance coverage:

- (a) Comprehensive general liability in the amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate. A Special Insurance Endorsement naming DISTRICT, its elected, appointed boards, officers, agents, and employees as additional insured shall be provided on a form approved by DISTRICT Counsel.
- (b) Automobile liability in the amount of one million dollars (\$1,000,000) combined single limits per claim and aggregate for hired vehicles and non-owned vehicles.
- (c) Professional liability (errors and omissions) in the amount of one million dollars (\$1,000,000) shall be provided to DISTRICT on a claims made basis.
- (d) CONSULTANT shall obtain and maintain, during the life of this AGREEMENT, Worker's Compensation Insurance in the statutory amount.

SECTION 8. TERMINATION OF AGREEMENT:

Either party may terminate this AGREEMENT by giving the other party thirty (30) days written notice. CONSULTANT should be paid for services rendered to date of termination if the work is otherwise satisfactory to DISTRICT.

SECTION 9. COMPLIANCE WITH LAWS:

The parties shall be bound by applicable federal, state, and local laws, ordinances, regulations, and directives as they pertain to the performance of this AGREEMENT.

SECTION 10. EQUAL OPPORTUNITY EMPLOYER:

(a) CONSULTANT will not discriminate against any employee or applicant for employment because of race, color, religion, creed, national origin, ancestry, physical handicap, medical condition, age, marital status, or sex. CONSULTANT shall ensure applicants are employed, and employees will be treated during employment without regard to their race, color, religion, creed, national origin, ancestry, physical handicap, medical condition, age, marital status, or sex. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training. CONSULTANT shall post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.

(b) In all solicitations or advertisements for employees, CONSULTANT will state qualified applicants will receive consideration for employment without regard to race, color, religion, creed, national origin, ancestry, physical handicap, medical condition, age, marital status, or sex.

SECTION 11. OWNERSHIP OF DOCUMENTS, DATA AND RIGHTS

(a) All documents, drawings, reports, and other products, whether completed or not, and computations, databases, computer models and background material prepared or acquired by CONSULTANT in connection with the AGREEMENT shall become the property of DISTRICT upon payment by DISTRICT. CONSULTANT shall not retain rights to any patentable concepts or copyrightable materials arising from services performed under this AGREEMENT, without written agreement of DISTRICT. Notwithstanding any other section of this AGREEMENT, all of the CONSULTANT'S pre-existing computer programs,

software, information or materials, developed by CONSULTANT outside of this AGREEMENT shall remain the exclusive property of the CONSULTANT.

(b) Documents, including drawings and specifications, prepared by CONSULTANT are not intended or represented to be suitable for reuse by DISTRICT or others. Use of completed documents by the DISTRICT or others for extensions to this project or for other projects or any use of uncompleted documents without specific written authorization from CONSULTANT will be at DISTRICT's sole risk and without liability.

SECTION 12. ASSIGNMENT AND SUBCONTRACTING

CONSULTANT shall not assign or subcontract any portion of the services without express written approval of DISTRICT.

SECTION 13. MISCELLANEOUS

(a) DISTRICT will require that any Contractor performing work in connection with project for which CONSULTANT is providing professional services, hold harmless, indemnify and defend DISTRICT, CONSULTANT, their consultants, and each of their directors, officers, agents and employees from any and all liability, claims, losses, damage and costs, including attorneys' fees, arising out of or alleged to arise from the Contractor's performance of the work described in the construction contract documents, but not including liability that may be due to the sole negligence of DISTRICT, CONSULTANT, their consultants, or their directors, officers, agents and employees.

DISTRICT will require such Contractor to provide workers' compensation and commercial general liability insurance, including completed operations and contractual liability, with the latter coverage sufficient to insure DISTRICT,

CONSULTANT, their consultants, and each of their directors, officers, agents and employees as additional insureds.

The insurance afforded to these additional insureds shall be primary insurance. If the additional insureds have other insurance which might be applicable to any loss, the amount of the insurance provided under this article shall not be reduced or prorated by the existence of such other insurance.

Within five (5) working days of DISTRICT'S receipt of the fully executed construction contract documents, DISTRICT agrees to forward to CONSULTANT a complete certified copy of the same. The documents copied to CONSULTANT will include, but not be limited to, the executed agreement, bonds and all required insurance certificates and endorsements.

(b) DISTRICT agrees that in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for jobsite conditions during the course of construction of the project, including safety of all persons and property, and that this requirement shall be made to apply continuously and not be limited to normal working hours.

(c) Any opinion of the construction cost prepared by CONSULTANT represents CONSULTANT'S judgment as a design professional and is supplied for the general guidance of the DISTRICT. Since CONSULTANT has no control over the cost of labor and material, or over competitive bidding or market conditions, CONSULTANT does not guarantee the accuracy of such opinions as compared to contractor bids or actual cost to DISTRICT.

(d) If any changes are made in the work performed hereunder, by DISTRICT

or persons other than CONSULTANT, any and all liability arising out of such changes is waived against CONSULTANT and DISTRICT assumes full responsibility for such changes unless DISTRICT has given CONSULTANT prior notice and has received from CONSULTANT written consent for such changes.

(e) In the performance of its professional services, CONSULTANT will use that degree of care and skill ordinarily exercised under similar conditions in similar localities and no other warranties, express or implied, are made or intended in any of CONSULTANT'S proposals, contracts or reports. DISTRICT hereby holds harmless and agrees to indemnify CONSULTANT, its directors, officers, employees and agents against all loss, cost of damage, or liability, including, costs of defense arising out of the intentionally wrongful or negligent acts or omissions of DISTRICT or its employees in connection with the work covered by this agreement.

(f) In providing its services hereunder, CONSULTANT shall not be responsible for identification, handling, containment, abatement, or in any other respect, for any asbestos or hazardous material if such is present in connection with the project. If DISTRICT becomes aware of the presence of asbestos or hazardous material at the job site, DISTRICT shall be responsible for complying with applicable federal and state rules and regulations, and shall immediately notify CONSULTANT, who shall then be entitled to cease services that may be affected by such presence, without liability to CONSULTANT arising therefrom.

(g) DISTRICT agrees to indemnify and defend CONSULTANT, its consultants, agents, directors, officers and employees from all claims, damages, losses and expenses, including but not limited to attorney's fees and court and arbitration costs (collectively "the Liabilities"), which Liabilities are related to

hazardous materials and/or asbestos activities and arise out of the performance of the work by CONSULTANT or others, regardless of any action or omission on the part of CONSULTANT or anyone for whom CONSULTANT is legally liable.

(h) Services provided under this agreement are for the exclusive use of DISTRICT.

(i) Should litigation be necessary to enforce any term or provision of this AGREEMENT, or to collect any portion of the amount payable under this AGREEMENT, then all litigation and collection expenses, witness fees and court costs, and attorneys' fees shall be paid to the prevailing party.

(j) Should any provision herein be found or deemed to be invalid, this AGREEMENT shall be construed as not containing such provision, and all other provisions which are otherwise lawful shall remain in full force and effect, and to this end the provisions of this AGREEMENT are declared severable.

By: _____
General Manager,
Las Virgenes Municipal Water District

By: _____
Consultant

Date: _____

Date: _____



July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Salary Schedule: Correction of Salary Range for GIS Coordinator and Network/Security Coordinator

SUMMARY:

On June 23, 2015, the Board approved Resolution No. 2466, establishing salaries for employees. Following adoption, staff discovered a typographical error for the salary range listed for the positions of GIS Coordinator and Network/Security Coordinator. This item seeks to amend Resolution No. 2466, establishing salaries for employees, to correct the ranges for these two classifications.

RECOMMENDATION(S):

Pass, approve and adopt Resolution No. 2467, an amendment of Resolution No. 2466, establishing salaries for employees.

Resolution No. 2467

AN AMENDMENT OF RESOLUTION NO. 2466 OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ESTABLISHING SALARIES FOR EMPLOYEES

FISCAL IMPACT:

No

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

There is no budget or financial impact as a result of this action. The financial analysis and budget approved by the Board on June 23, 2015 correctly reflected the positions at Salary Grade 66.

DISCUSSION:

On June 23, 2015, the Board approved the Fiscal Year 2015-16 Operating and Capital Improvement Budget. Also, the Board adopted Resolution No. 2466, establishing salaries for employees, to implement staffing changes to address the changing needs of the organization. Following adoption, an error was detected in the salary range for the positions of GIS Coordinator and Network/Security Coordinator. Both positions were to be compensated at Salary Range 66 instead of 60 as noted in the staff report and shown in the Resolution. The financial analysis and budget presented to the Board on June 23, 2015 correctly reflected the cost of the positions at Salary Range 66.

Proposed Resolution No. 2467 (copy attached) is intended to correct the salary range for the positions of GIS Coordinator and Network/Security Coordinator in Section 2, General and Office Unit Classifications, to reflect a starting hourly salary of \$30.990 and an ending hourly salary of \$42.731. Also attached **ITEM 4E**

reference is an annotated copy of Resolution No. 2466.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Sherri Paniagua, Human Resources Manager

ATTACHMENTS:

[Proposed Resolution No. 2467](#)

[Annotated Resolution No. 2466](#)

RESOLUTION NO: 2467**AN AMENDMENT OF RESOLUTION NO. 2466 OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ESTABLISHING SALARIES FOR EMPLOYEES**

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

Section 1. Purpose and Scope

This resolution establishes salary levels for employees.

Section 2. General and Office Unit Classifications: Effective July 1, 2015

(a) Effective July 1, 2015, classifications in the General Unit and Office Unit shall be paid between the following starting and ending hourly salaries.

Classification	Starting Salary	Ending Salary
Account Clerk I	\$18.844	\$25.981
Account Clerk II	\$21.023	\$28.987
Accounting Technician	\$23.928	\$32.990
Buyer	\$26.961	\$37.174
Collections Systems Technician	\$25.398	\$35.021
Communications & Media Coordinator	\$26.961	\$37.174
Compliance Inspector	\$26.961	\$37.174
Computer Support Specialist	\$26.961	\$37.174
Cross Connection Inspector	\$28.051	\$38.677
Customer Service Representative	\$22.294	\$30.737
Drafting Technician I	\$25.905	\$35.717
Drafting Technician II	\$28.901	\$39.848
Electrical/Instrumentation Technician I	\$26.429	\$36.441
Electrical/Instrumentation Technician II	\$30.990	\$42.731
Facilities Inspector	\$29.485	\$40.655
Facilities Maintenance Worker	\$20.203	\$27.857
Field Customer Service Representative I	\$20.004	\$27.581
Field Customer Service Representative II	\$22.096	\$30.465
Fleet Technician	\$26.429	\$36.441
GIS Coordinator	\$30.990	\$42.731
Laboratory Assistant	\$20.610	\$28.417
Laboratory Technician I	\$24.407	\$33.653
Laboratory Technician II	\$28.619	\$39.461
Maintenance Mechanic I	\$24.407	\$33.653
Maintenance Mechanic II	\$28.619	\$39.461
Network/Security Coordinator	\$30.990	\$42.731
Planning & New Development Technician	\$28.901	\$39.848

ITEM 4E

Receptionist/Office Assistant	\$19.982	\$27.552
SCADA Systems Specialist	\$34.232	\$47.198
Secretary	\$23.642	\$32.597
Senior Account Clerk	\$22.317	\$30.771
Senior Accounting Technician	\$26.169	\$36.082
Senior Electrical/Instrumentation Technician	\$33.556	\$46.270
Senior Field Customer Service Representative	\$27.503	\$37.920
Senior Maintenance Mechanic	\$30.990	\$42.731
Senior Water Distribution Operator	\$32.247	\$44.464
Senior Water Reclamation Plant Operator	\$32.247	\$44.464
Senior Water Treatment Plant Operator	\$32.247	\$44.464
Senior Water Worker	\$27.503	\$37.920
Storekeeper	\$25.395	\$35.014
Technical Services Support Specialist	\$25.909	\$35.724
Water Reclamation Plant Operator I	\$23.928	\$32.990
Water Reclamation Plant Operator II	\$29.781	\$41.062
Water Reclamation Plant Operator Training	\$22.096	\$30.465
Water Treatment Plant Operator II	\$25.398	\$35.021
Water Treatment Plant Operator III	\$29.193	\$40.253
Water Worker I	\$20.004	\$27.581
Water Worker II	\$22.096	\$30.465
Water Worker III	\$25.398	\$35.021

(b) Whenever possible, personnel will be hired at the above listed starting salary. With the approval of the General Manager, advanced step placement is possible to recruit an exceptionally well qualified candidate or to complete a difficult recruitment. Employees will be subject to annual merit review for possible increases.

PASSED, APPROVED AND ADOPTED this _____ day of July 2015.

Glen Peterson, President

ATTEST:

APPROVED AS TO FORM:

Charles Caspary, Secretary

Wayne K. Lemieux, Legal Counsel

(SEAL)

ITEM 4E

RESOLUTION NO. 2466

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ESTABLISHING SALARIES FOR EMPLOYEES

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

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Buyer	\$26.961	\$37.174	
Collections Systems Technician	\$25.398	\$35.021	
Communications & Media Coordinator	\$26.961	\$37.174	
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Facilities Inspector	\$29.485	\$40.655	
Facilities Maintenance Worker	\$20.203	\$27.857	
Field Customer Service Representative I	\$20.004	\$27.581	
Field Customer Service Representative II	\$22.096	\$30.465	
Fleet Technician	\$26.429	\$36.441	
GIS Coordinator	\$30.990 \$29.193	\$40.253	\$42.731
Laboratory Assistant	\$20.610	\$28.417	
Laboratory Technician I	\$24.407	\$33.653	
Laboratory Technician II	\$28.619	\$39.461	
Maintenance Mechanic I	\$24.407	\$33.653	
Maintenance Mechanic II	\$28.619	\$39.461	
Network/Security Coordinator	\$30.990 \$29.193	\$40.253	\$42.731
Planning & New Development Technician	\$28.901	\$39.848	
Receptionist/Office Assistant	\$19.982	\$27.552	

ITEM 4E

SCADA Systems Specialist	\$34.232	\$47.198
Secretary	\$23.642	\$32.597
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Senior Water Treatment Plant Operator	\$32.247	\$44.464
Senior Water Worker	\$27.503	\$37.920
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Water Treatment Plant Operator III	\$29.193	\$40.253
Water Worker I	\$20.004	\$27.581
Water Worker II	\$22.096	\$30.465
Water Worker III	\$25.398	\$35.021

(b) Whenever possible, personnel will be hired at the above listed starting salary. With the approval of the General Manager, advanced step placement is possible to recruit an exceptionally well qualified candidate or to complete a difficult recruitment. Employees will be subject to annual merit review for possible increases.

Section 3. Supervisor, Professional & Confidential Unit Classifications: Effective July 1, 2015

(a) Effective July 1, 2015, classifications in the Supervisor, Professional & Confidential Unit shall be paid between the following starting and ending hourly salaries.

Classification	Starting Salary	Ending Salary
Administrative Services Coordinator	\$39.705	\$51.616
Assistant Engineer	\$38.155	\$49.601
Associate Engineer	\$43.425	\$56.452
Chief Water Reclamation Plant Operator	\$41.729	\$54.248
Civil Engineering Assistant	\$35.945	\$46.728
Civil Engineering Associate	\$43.425	\$56.452
Compost Operations Supervisor	\$39.705	\$51.616
Construction Supervisor	\$39.705	\$51.616
Customer Service Operations Supervisor	\$39.705	\$51.616
Customer Service Program Supervisor	\$39.705	\$51.616

ITEM 4E

Electrical/Instrumentation Supervisor	\$39.705	\$51.616
Environmental Analyst I	\$31.272	\$40.653
Environmental Analyst II	\$36.303	\$47.194
Facilities Maintenance Supervisor	\$39.705	\$51.616
Financial Analyst	\$39.705	\$51.616
Human Resources Coordinator	\$28.592	\$37.169
Junior Engineer	\$33.525	\$43.583
Laboratory Supervisor	\$41.729	\$54.248
Management Analyst I	\$31.272	\$40.653
Management Analyst II	\$36.303	\$47.194
Public Affairs Associate	\$38.537	\$50.098
Purchasing Supervisor	\$31.272	\$40.653
SCADA Analyst	\$38.155	\$49.601
Senior Accountant	\$36.303	\$47.194
Systems Analyst	\$39.311	\$51.104
Water Conservation Coordinator	\$39.705	\$51.616
Water Production & Treatment Supervisor	\$41.729	\$54.248

(b) Starting and ending figures establish pay limits with no fixed intermediate steps. Movement of an employee between the figures shall be based on performance and in accordance with the Unit's collective bargaining agreement.

Section 4. Management Unit Classifications: Effective July 1, 2015

(a) Effective July 1, 2015, classifications in the Management Unit shall be paid between the following starting and ending hourly salaries.

Classification	Starting Salary	Ending Salary
Executive Assistant/Clerk of the Board	\$40.323	\$56.452
Customer Services Manager	\$47.754	\$66.855
Finance Manager	\$47.754	\$66.855
Information Services Manager	\$50.189	\$70.265
Principal Engineer	\$51.710	\$72.394
Public Affairs & Communications Manager	\$47.754	\$66.855
Resource Conservation Manager	\$47.754	\$66.855
Water Reclamation Manager/Engineer	\$51.710	\$72.394
Water Systems & Facilities Manager	\$51.710	\$72.394

(b) Starting and ending figures establish pay limits with no fixed intermediate steps. Movement of an employee between the figures shall be based on performance and in accordance with the Unit's collective bargaining agreement.

Section 5. Unrepresented Classifications: Effective July 1, 2015

ITEM 4E

- (a) Effective July 1, 2015, classifications that are unrepresented shall be paid between the following starting and ending hourly salaries.

Classification	Starting Salary	Ending Salary
Director of Facilities & Operations	\$62.559	\$95.465
Director of Finance & Administration	\$62.559	\$95.465
Director of Resource Conservation & Public Outreach	\$62.559	\$95.465
Human Resources Manager	\$50.189	\$70.968

- (b) Starting and ending figures establish pay limits with no fixed intermediate steps. Movement of an employee between the figures shall be based on performance and with the approval of the General Manager.

Section 6. Temporary Positions

- (a) Temporary positions are not eligible for benefits other than salary; and temporary part-time positions shall be paid in accordance with the type of work performed.

- (b) Student Workers shall be paid \$9.00 to \$10.50 per hour.

- (c) Interns:

- (1) Upper division candidates for Bachelor degree programs shall be paid \$11.00 to \$15.00 per hour.
- (2) Candidates for Master degree programs shall be paid \$14.00 to \$18.00 per hour.
- (3) Candidates for Doctoral degree programs shall be paid \$14.00 to \$20.00 per hour.

PASSED, APPROVED AND ADOPTED this _____ day of June 2015.

Glen Peterson, President

ATTEST:

APPROVED AS TO FORM:

Charles Caspary, Secretary

Wayne K. Lemieux, Legal Counsel

(SEAL)

ITEM 4E



Drought Update Thursday, July 2, 2015

KEY ACTION ITEMS FROM THIS WEEK

- **Statewide Water Use Declined 29% in May, New Figures Show:** On July 1, the State Water Board released the State Water Board [announced](#) that the statewide residential water use declined nearly 29% in May, the steepest drop to date since urban water suppliers began reporting monthly conservation levels last year. The May figures are a significant improvement over the 13.6% reduction achieved statewide in April, and may be partially due to a limited amount of rain that fell in many parts of the state in May. The monthly figures reflect same-month water use comparisons of 2015 to 2013.
- **Senior Water Rights Curtailed on Merced and Upper San Joaquin Rivers:** On June 22, the State Water Board [issued curtailments](#) to water rights holders on the Merced River with rights dating back to 1858, as well as all pre-1914 appropriative rights on the Upper San Joaquin River due to insufficient water availability. In addition, a curtailment notice is being sent to the City of San Francisco for four appropriative water rights on the Tuolumne River dating back to 1903. The State Water Board continues to assess other watersheds to determine the need of additional senior water rights curtailment in other watersheds is being assessed weekly. For more information on notices of water availability, please refer to the State Water Board [website](#).
- **Drought Prompts Fish Evacuation at American River and Nimbus Hatcheries:** On June 25, the California Department of Fish and Wildlife (CDFW) [announced](#) the transfer of fish from the American River and Nimbus hatcheries, for the second year in a row, due to extreme drought conditions and the reduction of cold water supply available. The U.S. Bureau of Reclamation suggests that water temperatures at the hatcheries could be lethal for cold water fish by August.
- **DWR Announces Funding Awards for Grants to Save Water and Energy:** On June 24, the Department of Water Resources (DWR) Water-Energy Grant Program [awarded](#) \$28 million to 25 projects that will save water, energy and reduce greenhouse gas emissions. The funding for this program is appropriated through the Greenhouse Gas Reduction Fund, California's cap-and-trade program, to invest in projects that reduce carbon pollution while also creating jobs, improving air quality and providing other benefits, such as energy and water savings. The final awards can be viewed on the DWR Water-Energy Grant Program [website](#).
- **DWR Holds Public Meeting Webinar on Turf Replacement Initiative:** On July 2, the Department of Water Resources (DWR) will hold a meeting to allow the public to comment on the design of the statewide turf replacement initiative. This program will replace 50 million square feet of lawns and ornamental turf with drought tolerant landscapes and will focus on underserved and drought impacted communities. To learn more about this program, visit DWR's Turf Replacement Initiative [website](#).

- **State Water Board Presents Safe Drinking Water Plan to California Legislature:** On June 19, the State Water Board [presented](#) the Safe Drinking Water Plan to the State Legislature, which focuses on how to improve access to reliable and healthy drinking water for communities throughout the state. The report focuses on approximately 8,000 public water systems that are under the purview of the State Water Board Division of Drinking Water. To learn more about the [Safe Drinking Water Plan](#).
- **New Federal Drought Relief Funding for California Includes \$130M for Watershed Restoration:** On June 24, the U.S. Department of Agriculture (USDA) and U.S. Department of Interior (DOI) [announced](#) a new federal drought relief package totaling \$150 million that includes \$130 million for the restoration of California's watersheds. The funding package also includes \$13.7 million to assist agricultural producers with water infrastructure support needs and \$6.3 million for emergency drinking water assistance in rural communities.
- **California's Water Conservation Education Program Campaign:** On June 30, Save Our Water launched a new public education campaign urging Californians to make even more cuts in water use. Save Our Water's campaign asks Californians to "Let It Go" by limiting outdoor water use and letting lawns fade to gold for the summer. The campaign also stresses the importance of preserving water resources for trees and other important landscapes.

The public education campaign included radio messaging on National Public Radio (NPR) affiliates, outdoor advertising, and digital campaigns. In addition, Save Our Water has become a stronger influence on social media, reaching over 1,000,000 Californians on the first day of summer. For easy-to-use water saving tips, visit saveourwater.com, and connect with us on [Facebook](#), [Twitter](#) and [Instagram](#). For the new Spanish-language Save Our Water campaign website, visit ahorrenuestraagua.com.

- **CDFW Reminds the Public to be Rattlesnake Safe When Outdoors:** On June 11, the California Department of Fish and Wildlife (CDFW) [reminded](#) the public to be cautious of the venomous rattlesnake and what actions to take when one strikes. Per CDFW, there has been an increase in the rise of human-wildlife incidents due to the severe ongoing drought conditions. Rattlesnakes are not confined to rural areas, but they have been found in urban areas, riverbanks, lakeside parks and in golf courses and are generally not aggressive and usually strike only when threatened or deliberately provoked and on rare occasion can cause serious injury to humans. To learn more about snake safety precautions, visit the CDFW [website](#).
- **Governor's Drought Task Force:** The Task Force continues to take actions that conserve water and coordinate state response to the drought. During the most recent Task Force meeting on June 25, Save Our Water provided an overview regarding public education efforts as well as sharing results from a targeted public opinion survey. Save Our Water is also working with the Department of Water Resources in support of the turf replacement program. SWRCB indicated that May conservation numbers will be released on July 1. On July 15, SWRCB will release June conservation numbers.

ONGOING DROUGHT SUPPORT

- **Emergency Food Aid, Rental and Utility Assistance:** The Department of Social Services (CDSS) has provided to date over 715,172 boxes of food to community food banks in drought-impacted counties. Approximately 653,002 boxes of food have been picked up by 342,521 households. By July 3, an additional 9,061 boxes will be delivered to Fresno, Kern, Lake, Imperial and Tulare County.

The non-profit group La Cooperativa continues to distribute the \$10 million state-funded emergency rental assistance to families and individuals across counties most impacted by the drought. As of June 11, the Department of Housing and Community Development (HCD) has reported that a total of \$8,751,343 have been issued to 5,909 applicants in 21 counties, with \$5,657 remaining in assistance funds.

The Department of Community Services and Development (CSD) allocated an additional \$600,000, under the federally-funded Community Services Block Grant (CSBG), to continue the [Drought Water Assistance Program \(DWAP\)](#) which provides financial assistance to help low-income families pay their water bills. As of June 19, CSD has reported that a total of \$150,354 has been issued to 771 households.

CSD is in the process of allocating \$400,000, under CSBG, to continue the Migrant and Seasonal Farmworker (MSFW) drought assistance program, which provides assistance in employment training and placement services to individuals impacted by the drought. This program provides employment training and placement services to migrant and seasonal farmworkers suffering job loss or reduced employment due to the drought. CSD continues to ramp up program activities by developing marketing and outreach plans, pre-screening potential enrollees and executive MSFW service contracts. CSD will receive the first report of expenditures on July 20.

- **Drought Response Funding:** The \$687 million in state drought funding that was appropriated last March through emergency legislation, as well as \$142 million provided in the 2014 Budget Act, continues to advance toward meeting critical needs. To date, \$468 million has been committed, and nearly \$625 million of the emergency funds appropriated in March came from sources dedicated to capital improvements to water systems. Since March, the Department of Water Resources has expedited grant approvals, getting \$21 million immediately allocated to grantees that were pre-approved for certain projects.

As planned in March, the next \$200 million of expedited capital funding was awarded in October, and the remaining \$250 million will be granted by fall 2015. The 2014 Budget Act appropriated an additional \$53.8 million to CAL FIRE over its typical budget to enhance firefighter surge capacity and retain seasonal firefighters beyond the typical fire season.

As a result of continuing drought conditions, emergency legislation was enacted in March 2015 that appropriated over \$1 billion of additional funds for drought-related projects and activities. The Administration's May Revision proposal includes an additional \$2.2 billion for programs that protect and expand local water supplies, improve water conservation, and provide immediate relief to impacted communities.

CURRENT DROUGHT CONDITIONS

- **Fire Activity:** Since the beginning of the year, CAL FIRE has responded to over 2,706 wildfires across the state, burning 12,378 acres in the State Responsibility Area. The number of new fire starts is well above the five-year average for the same time period of 1,768 fires. However, the number of acres burned this year is lower than the five-year average of 14,940 acres burned year to date.

As of July 1, the Lake Fire in the San Bernardino National Forest remains the largest in the state at 31,359 acres (in Federal Responsibility Area). It is 65% contained. The Washington Fire in Alpine County (also in Federal Responsibility Area), south of the town of Markleeville, is currently 17,790 acres and 66% contained.

- **CAL FIRE Suspends Outdoor Residential Burning:** California's increased fire activity this year, coupled with record-setting drought conditions, require CAL FIRE to take every step possible to prevent new wildfires from starting. To date, all counties have suspended burn permits. This suspension bans all residential outdoor burning of landscape debris including branches and leaves. The department may issue restricted temporary burning permits if there is an essential reason due to public health and safety. For additional information on preparing for and preventing wildfires visit www.ReadyForWildfire.Org.
- **Dry Well Reports:** As California enters the fourth consecutive summer of drought, Cal OES continues to monitor and identify communities and local water systems in danger of running out of water. Approximately 1,952 wells statewide have been identified as critical or dry, which affects an estimated 9,760 residents. As of June 25, Cal OES has reported that 1,822 of the 1,952 dry wells are concentrated in the inland regions within the Central Valley.
- **Vulnerable Water Systems:** The State Water Board continues to provide technical and funding assistance to several communities facing drinking water shortages, and is monitoring water systems across the state. Since January 2014, 81 out of the 106 projects approved to receive emergency funding for interim replacement drinking water have been executed. On May 19, the State Water Board adopted Guidelines for administering the latest emergency drought appropriations of \$19 million announced this past March. To date, the State Water Board has received requests for \$1.7 million of those funds.
- **Reservoir Levels (% capacity):** Since June 19, Central Valley reservoirs from Shasta and Trinity in the North to Isabella in the South had a net loss in storage of 282,073 acre-feet, with total gains being 3,263 acre-feet and total losses being 285,336 acre-feet. Shasta Reservoir decreased by 48,804 acre-feet, while San Luis Reservoir, an off-stream reservoir for the Central Valley Project and State Water Project, decreased its storage by 71,543 acre-feet. For more information, please visit the [California Data Exchange Center](#).

[Reservoir Levels](#) as of July 1 remain low, including: Castaic Lake 34% of capacity (40% of year to date average); Don Pedro 37% of capacity (47% of average); Exchequer 13% of capacity (18% of average); Folsom Lake 44% of capacity (54% of average); Lake Oroville 39% of capacity (48% of average); Lake Perris 37% (45% of average); Millerton Lake 35% of capacity (44% of average); New Melones 17% of capacity (26% of average); Pine Flat 27% of capacity (39% of average); San Luis 39% of capacity (62% of average); Lake Shasta 48% of capacity (60% of average); and Trinity Lake 38% of capacity (45% of average). An update of water levels at other [smaller reservoirs](#) is also available.

Weather Outlook: An upper low pressure is travelling to the Southwest of California. With moisture moving Northward from Western Mexico, light showers and thunderstorms over the Sierra and San Bernardino Mountains are expected early next week. Above normal temperatures are expected over the next week.

Local Government

- **Local Emergency Proclamations:** A total of 57 local Emergency Proclamations have been received to date from city, county, and tribal governments, as well as special districts:
 - **25 Counties:** El Dorado, Fresno, Glenn, Humboldt, Inyo, Kern, Kings, Lake, Madera, Mariposa, Merced, Modoc, Plumas, San Bernardino, San Joaquin, San Luis Obispo, Santa Barbara, Shasta, Siskiyou, Sonoma, Sutter, Trinity, Tulare, Tuolumne and Yuba.
 - **11 Cities:** City of Live Oak (Sutter County), City of Lodi (San Joaquin County), City of Manteca (San Joaquin County), City of Montague (Siskiyou County), City of Porterville (Tulare County), City of Portola (Plumas County), City of Ripon (San Joaquin County), City of San Juan Bautista (San Benito County), City of Santa Barbara (Santa Barbara County), and City of West Sacramento (Yolo County) and City of Willits (Mendocino County).
 - **9 Tribes:** Cortina Indian Rancheria (Colusa County), Hoopa Valley Tribe (Humboldt County), Karuk Tribe (Siskiyou/Humboldt Counties), Kashia Band of Pomo Indians of the Stewarts Point Rancheria (Sonoma County), Picayune Rancheria of Chukchansi Indians (Madera County) Sherwood Valley Pomo Indian Tribe (Mendocino County), Tule River Indian Tribe (Tulare County), Yocha Dehe Wintun Nation (Yolo County) and Yurok Tribe (Humboldt County).
 - **12 Special Districts:** Carpinteria Valley Water District (Santa Barbara County), Goleta Water District (Santa Barbara County), Groveland Community Services District (Tuolumne County), Lake Don Pedro Community Services District (Mariposa Stanislaus County), Mariposa Public Utility District (Mariposa County), Meiners Oaks Water District (Ventura County), Montecito Water District (Santa Barbara County), Mountain House Community Service District (San Joaquin County), Nevada Irrigation District (Nevada County), Placer County Water Agency (Placer County), Tuolumne Utilities District (Tuolumne County) and Twain Harte Community Services District (Tuolumne County).
- **Water Agency Conservation Efforts:** The Association of California Water Agencies (AWCA) [has identified](#) several hundred local water agencies that have implemented water conservation actions. These water agencies [are responding to the drought](#) by implementing conservation programs, which include voluntary calls for reduced water usage and mandatory restrictions where water shortages are worst.

On June 24, ACWA [released](#) a Drought Response Toolkit to assist water agencies as they take action to meet state-mandated water conservation target and communicate information about water use restrictions, enforcement and other issues with their customers, media and other audiences.

- **County Drought Taskforces:** A total of 32 counties have established drought task forces to coordinate local drought response. These counties include: Butte, Glenn, Humboldt, Kern, Kings, Lake, Madera, Mendocino, Merced, Modoc, Monterey, Napa, Nevada, Orange, Placer, Plumas, Sacramento, San Francisco, San Joaquin, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Siskiyou, Stanislaus, Solano, Sutter, Tehama, Trinity, Tulare, Tuolumne, and Yolo.
- **Tribal Taskforce:** A total of 5 tribes have established drought task forces to coordinate tribal drought response. These tribes include: Hoopa Valley Tribe (Humboldt County), Hopland Tribe (Mendocino County), Kashia Band of Pomo Indians (Sonoma County), Sherwood Valley Tribe (Mendocino County), and Yurok Tribe (Humboldt and Del Norte County).

DROUGHT RELATED WEBSITES FOR MORE INFORMATION

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

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

California Department of Food and Agriculture, [Drought information](#)
California Department of Water Resources, [Current Water Conditions](#)
California Data Exchange Center, [Snow Pack/Water Levels](#)

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

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

State Water Resources Control Board, Drinking Water, [SWRCB Drinking Water Program](#)

California State Water Project, [Information](#)

[U.S. Drought Monitor](#) for Current Conditions throughout the Region

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

National Weather Service [Climate Predictor Center](#)

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

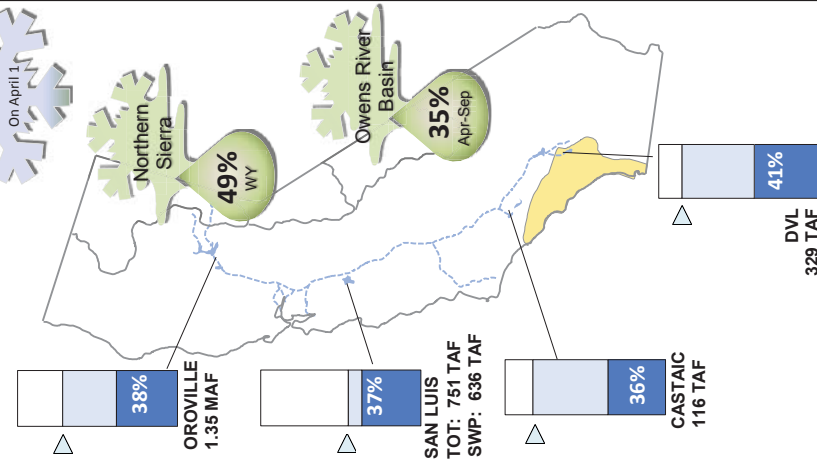
USDA Disaster and Drought Assistance Information [USDA Programs](#)

U.S. Small Business Administration Disaster Assistance Office: www.sba.gov/disaster

WATER SUPPLY CONDITIONS SWP

As of: 07/05/2015

2015 SWP Allocation
382,300 AF
20% of Table A



Statewide 5% On April 1

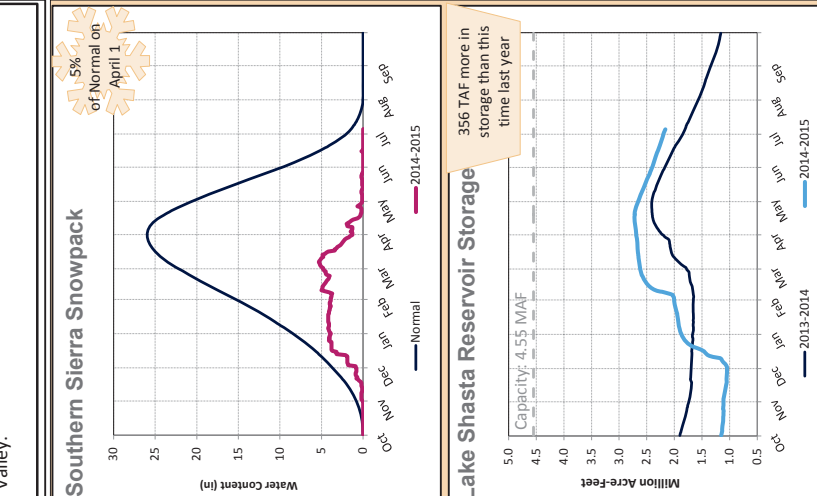
Capacity EOM Storage
 Current Storage (% Capacity)
 Runoff Forecast Water Year to Date unless otherwise indicated

Turn page for more SWP Data

WATER SUPPLY CONDITIONS CRA

As of: 07/05/2015

2015 Colorado River
925,000 AF
74% of full CRA



Upper Colorado River Basin 62% On April 1

Avg % Normal
 Rainfall to Date (in)

Capacity EOM Storage
 Current Storage (% Capacity)
 Runoff Forecast Water Year to Date unless otherwise indicated

Turn page for more CRA Data

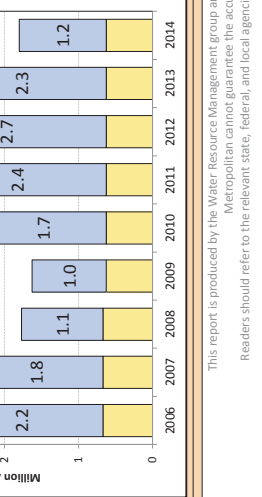
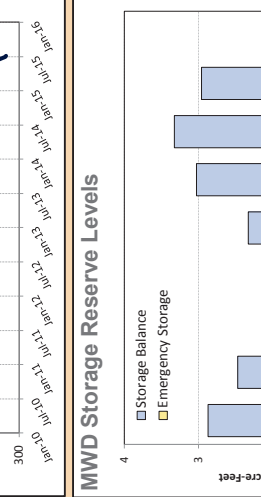
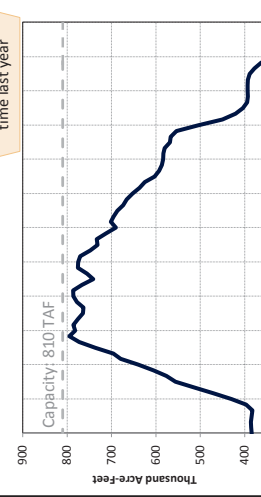
HIGHLIGHTS

Northern California

- Runoff forecast remains below normal at 49%.
- Cooler temps in northern California with unsettled weather this week. Increased chance for showers and thunderstorms across the region including the Central Valley.

Colorado River Basin

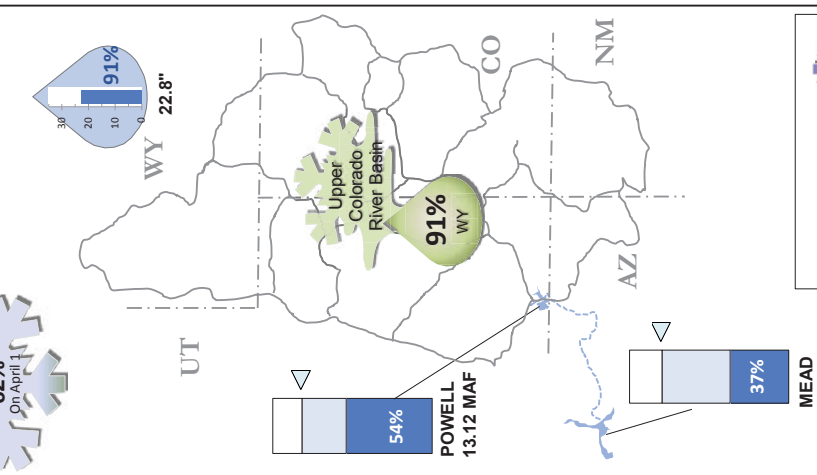
- Above normal precipitation in May and June has boosted the runoff projection to 91% of normal.
- Lake Powell has gained nearly 2.3 MAF of storage since May 1, 2015
- More storms are expected this week across the basin.



WATER SUPPLY CONDITIONS SWP

As of: 07/05/2015

2015 SWP Allocation
382,300 AF
20% of Table A



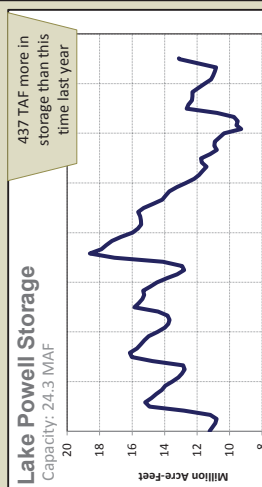
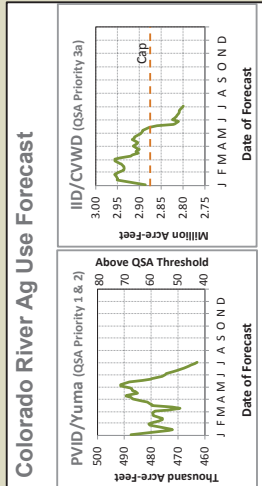
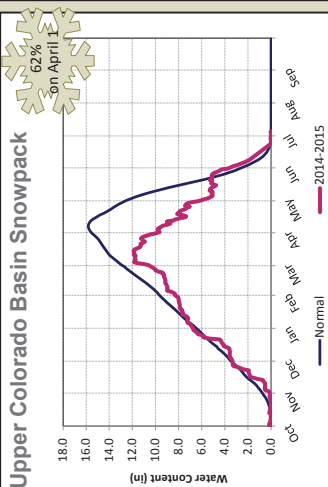
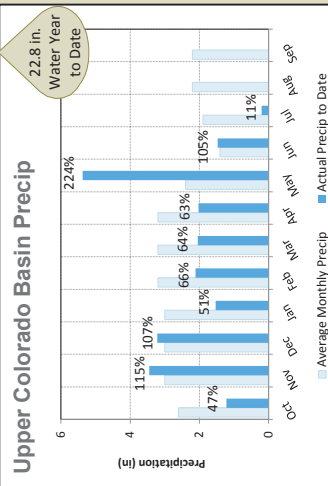
Statewide 5% On April 1

Capacity EOM Storage
 Current Storage (% Capacity)
 Runoff Forecast Water Year to Date unless otherwise indicated

Turn page for more SWP Data

Colorado River Resources

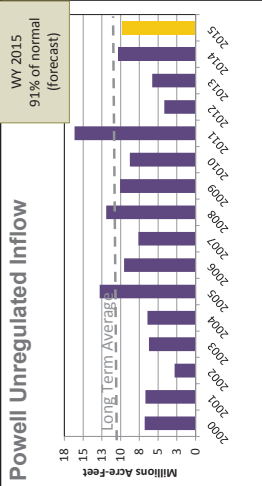
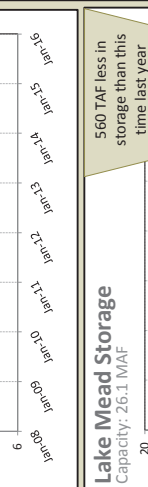
As of: 07/05/2015



Lake Mead Shortage/Surplus Outlook

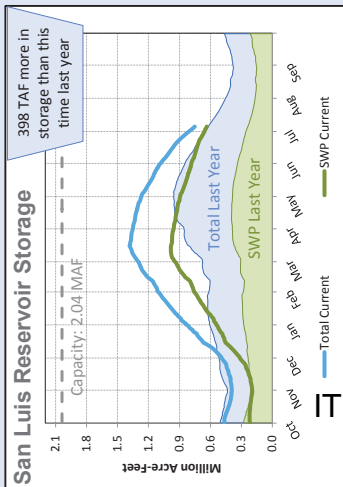
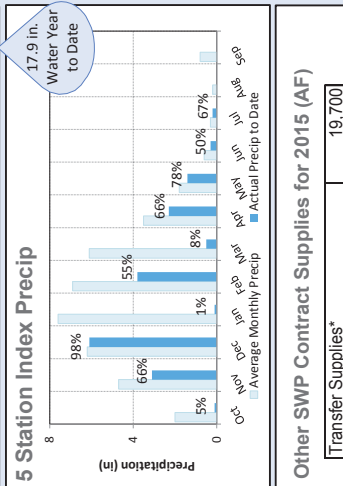
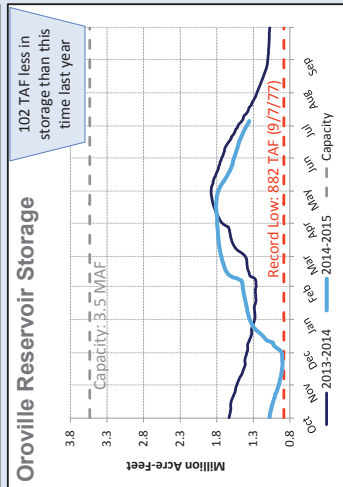
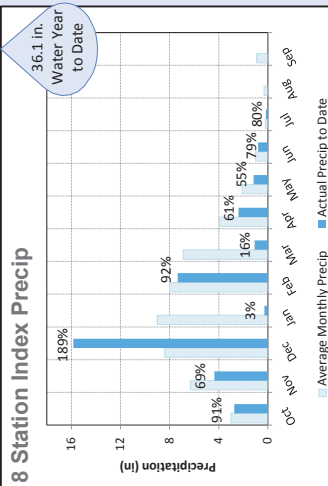
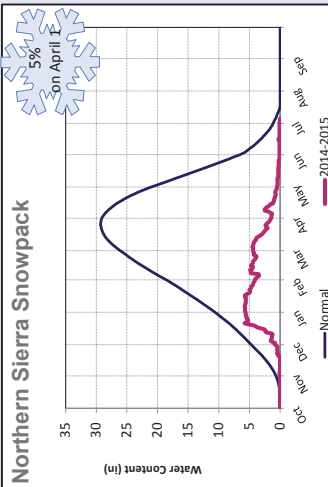
Likelihood based on results from the June 2015 USBR MTOM/GRS Simulations.

	2016	2017	2018	2019	2020
Shortage	0%	47%	65%	66%	63%
Surplus	0%	0%	3%	8%	12%



State Water Project Resources

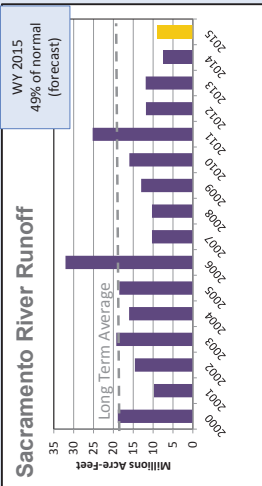
As of: 07/05/2015



Other SWP Contract Supplies for 2015 (AF)

Transfer Supplies*	19,700
Multi Year Pool	1,400
Pool A/B (Purchased)	0
Article 56 (Prior Cal. Year(s) CO)	36,000

* Assumes 20% losses





July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Recycled Water Reservoir No. 2 Improvements: Final Acceptance

The Las Virgenes - Triunfo Joint Powers Authority (JPA) approved funding for this matter in the JPA Budget. This recommendation is before the LVMWD Board of Directors for action, as Administering Agent of the JPA, as authorized in the JPA Agreement.

SUMMARY:

On October 14, 2014, the Board awarded a contract to Zusser Company, Inc., in the amount of \$815,934, for the Recycled Water Reservoir No. 2 Improvement Project. The work has been completed, and there are no outstanding issues to prevent acceptance of the project. As a result, staff recommends filing the Notice of Completion and releasing the retention as stipulated in the contract documents.

RECOMMENDATION(S):

Approve 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 \$37,629.93, thirty calendar days after filing the Notice of Completion for the Recycled Water Reservoir No. 2 Improvement Project.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The total project cost was \$1,477,858.47, compared to a total appropriation of \$1,607,010 as provided in the adopted Fiscal Year 2014-15 JPA Budget under CIP Job No. 10522. A one-time additional operating cost of \$136,529 was also associated with the project for the purchase of potable supplement.

The final construction cost for the project is summarized as follows:

Construction Cost	
Construction Contract	\$815,934
Change Order No. 1	-\$82,346
Change Order No. 2	\$19,010.56
Subtotal	\$752,598.56
Additional Project Costs	
Design Services (HDR / PACE)	\$101,841.61
Shade Balls	\$312,801.66

ITEM 7A

Silt and Sediment Removal (Toro)	\$70,736
Dewatering Equipment Rental (Rain for Rent)	\$21,333
Geotechnical Services (Fugro)	\$12,660
Sediment Spreading (Litten)	\$11,780.11
District Labor	\$73,338.28
G&A	\$90,590.73
Miscellaneous Costs	\$30,178.52
Total Project Cost	\$1,477,858.47¹
Operating Expense Cost (Non-CIP)	
Potable Supplement	\$136,529 ²

¹Total CIP cost

²Due to the maintenance needs during construction, the cost for potable supplement was not included in the CIP total project cost. The Fiscal Year 2014-15 expenditure was funded as JPA recycled water system maintenance, Business unit 751200.5115, Purchased Water.

DISCUSSION:

Project Scope and Purpose:

The scope of the project included cleaning and removal of debris from the reservoir, installing an HDPE geomembrane liner over the reservoir's earthen sides, improving the piping and drainage facilities, and performing miscellaneous grading work. To provide continuous service to recycled water customers, temporary storage tanks and associated piping were established to maintain service during construction activities. In addition, HDPE shade balls were installed to cover the surface of the reservoir. The shade balls were purchased through a cooperative purchasing clause, utilizing an existing LADWP contract providing an overall cost-savings to the JPA.

The purpose of the project was to ensure consistent compliance with NPDES permit requirements for the 005 discharge point (Los Angeles River) by improving the quality of water pumped from Reservoir No. 2. Recycled water produced at the Tapia Water Reclamation Facility is pumped to Reservoir No. 2, which provides temporary storage before being distributed by the Recycled Water Pump Station to customers or for disposal via the 005 outfall to the Los Angeles River. Since completion of construction, the 005 effluent monitoring station has shown consistent turbidity levels compliant with NPDES permit requirements.

Change Orders:

There were two change orders issued during the course of construction.

Change Order No. 1 was administratively approved by the General Manager on February 18, 2015, in the deductive amount of \$82,346. The change order was for removal of Bid Item No. 1, Sediment Removal and Disposal, from the contract due to failure of the contractor to perform the work.

Change Order No. 2 was administratively approved by the General Manager on June 11, 2015, in the amount of \$19,010.56. The change order was to reconcile the Contractor's extra work items with District-incurred costs.

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:

ITEM 7A

[Notice of Completion](#)

[Change Order No. 1](#)

[Change Order No. 2](#)

[Post-Construction Photograph](#)

RECORDING REQUESTED BY

Las Virgenes Municipal Water District

AND WHEN RECORDED MAIL TO

Name Susan Brown
Street Address Las Virgenes Municipal Water District
4232 Las Virgenes Road
City & State Zip Calabasas, CA 91302

SPACE ABOVE THIS LINE FOR RECORDER'S USE

T 420 LEGAL (8-94)

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
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 Jul 14, 2015 (DATE).
8. The name of the original contractor, if any, for the work of improvement was Zusser Company, Inc.
9. The property on which the work of improvement was completed is in the City of Calabasas, County of Los Angeles, State of California, and is described as follows: Reservoir No. 2 Improvement Project
10. The street address of the said property is None

Dated: July 14, 2015 Las Virgenes Municipal Water District
Charles P. Caspary, Secretary of the Board

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 14th day of July, 2015
Charles P. Caspary, Secretary of the Board



CONTRACT CHANGE ORDER

No. 1

4232 Las Virgenes Road
Calabasas, California 91302-1994

Project Reservoir No. 2 Improvement Project

Project No. Acct. No. 10522.5515

Contractor Zusser Company, Inc.

Date 2/18/2015

CONTRACTOR CHANGE ORDER NO. 1 The Contractor is hereby authorized and directed to make the herein described changes from the Plans and Specifications or do the following work not included in the Plans and Specifications for the construction of this project.

This change requested by: LVMWD

DESCRIPTION OF CHANGE:

	Description	Amount	Days
1	The deductive amount is for removal of <u>Bid Item #1 Sediment Removal and Disposal</u> less the actual material hauled and disposed of by the contractor based on the contract. (86 CY of material)	\$82,346.00	0
	TOTAL	\$82,346.00	0

INCREASES
 TOTAL AT AGREED PRICES OR FORCE ACCOUNT **\$ 82,346.00**
 DECREASES

Contract Change Order No. 1 Project No. 101700 Acct. No. 5515

Date 2/18/2015

(2) Estimate of increases and/or decreases in contract items at contract unit prices:

INCREASES

Item	Description	Quantity	Unit Price	Total
TOTAL INCREASES				\$N/A

DECREASES

Item	Description	Quantity	Unit Price	Total
TOTAL DECREASES				\$

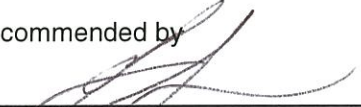
TOTAL NET _____ IN CONTRACT ITEMS AT CONTRACT UNIT PRICES \$ _____

TOTAL COST OF THIS CHANGE ORDER \$ 82,346.00

INCREASE

DECREASE

It is agreed 0 consecutive calendar days extension of time will be allowed by reason of this change.

Recommended by

Eric Schlageter, P.E.
Project Engineer

Departmental Approval

David R. Lippman
Director of Facilities and Operations

ACCEPTED:

APPROVED:

Las Virgenes Municipal Water District

By: _____

By: 
David W. Pedersen, General Manager

Date: _____

Date: 02/18/15

Note: Attention is called to the sections of the Special Provisions and Standard Provisions on EXTRA, ADDITIONAL OR OMITTED WORK.

- THIS CHANGE ORDER IS NOT EFFECTIVE UNTIL APPROVED BY OWNER
- IF ACCEPTABLE TO THE CONTRACTOR, THIS CHANGE ORDER IS EFFECTIVE IMMEDIATELY



CONTRACT CHANGE ORDER

No. 2

4232 Las Virgenes Road
Calabasas, California 91302-1994

Project Reservoir No. 2 Improvement Project

Project No. Acct. No. 10522.5515

Contractor Zusser Company, Inc.

Date 6/11/2015

CONTRACTOR CHANGE ORDER NO. 2 The Contractor is hereby authorized and directed to make the herein described changes from the Plans and Specifications or do the following work not included in the Plans and Specifications for the construction of this project.

This change requested by: LVMWD¹

DESCRIPTION OF CHANGE:

	Description	Amount	Days
1	The additive amount is for the reconciled amount of material hauled under <u>Bid Item #1 Sediment Removal and Disposal</u> . The item was removed from the project through CO#1. The amount reflects the balance owed to the Contractor.	\$6,101.55	0
2	The additive amount is for cost incurred by the Contractor for additional equipment and labor due to residual water infiltrating the reservoir. This included valve blow by & infiltration of saturated soils through subdrains and construction joints.	\$8,979.00	0
3	The additive amount is for cost incurred for full depth removal, preparation and placement of asphalt beyond the grind and overlay scope.	\$1,040.81	0
4	The additive amount is for the cost incurred for repair of the prepared reservoir side slopes due to failure of the District's 8-inch potable supplement pipe during construction.	\$5,299.47	0
5	The additive amount is for the rental cost incurred for the temporary tank system and piping due to operational complexities during shut down and start up procedures as well as rental cost during silt and sediment removal self-performed by the District.	\$10,403.73	0
6	The additive amount is for an overage of asbestos pipe removed beyond the estimated quantity of the bid item for asbestos pipe removal and disposal	\$1,780.00	0
7	The deductive amount is for a credit to the District for additional consulting fees incurred by the District due to a deficient temporary storage tank and system that varied from the contract documents.	(\$5,400.00)	0

8	The deductive amount is for reconciling the estimated quantity of asphalt with the quantity that was used for the project. This credit's the District for the portion that was unused.	(\$9,194.00)	0
	TOTAL	\$19,010.56	0

¹ The District waives the liquidated damages assessed for the contract.

INCREASES
TOTAL AT AGREED PRICES OR FORCE ACCOUNT \$ 19,010.56
DECREASES

Contract Change Order No. 2 Project No. 10522 Acct. No. 5515

Date 6/11/2015

(2) Estimate of increases and/or decreases in contract items at contract unit prices:

INCREASES

Item	Description	Quantity	Unit Price	Total
1	(see page 1)			\$6,101.55
2	(see page 1)			\$8,979.00
3	(see page 1)			\$1,040.81
4	(see page 1)			\$5,299.47
5	(see page 1)			\$10,403.73
6	(see page 1)			\$1,780.00
TOTAL INCREASES				\$33,604.56

DECREASES

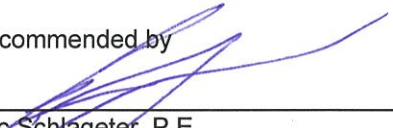
Item	Description	Quantity	Unit Price	Total
7	(see page 1)			(\$5,400.00)
8	(see page 2)			(\$9,194.00)
TOTAL DECREASES				\$14,594.00

TOTAL NET INCREASE IN CONTRACT ITEMS AT CONTRACT UNIT PRICES \$19,010.56

TOTAL COST OF THIS CHANGE ORDER \$ 19,010.56 **INCREASE**

DECREASE

It is agreed 0 consecutive calendar days extension of time will be allowed by reason of this change.

Recommended by

Eric Schlageter, P.E.
Project Engineer

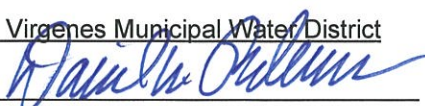
Departmental Approval

David R. Lippman
Director of Facilities and Operations

ACCEPTED:
Misha Fyodorov
OV

Digitally signed by: Misha Fyodorov
DN: CN = Misha Fyodorov
C = US O = Zusser
Company OU = ZCI
Date: 2015.06.11 16:07:42 -08'00'

APPROVED:

Las Virgenes Municipal Water District

By: David W. Pedersen, General Manager

By: _____

Date: 06/11/15

Date: _____

Note: Attention is called to the sections of the Special Provisions and Standard Provisions on EXTRA, ADDITIONAL OR OMITTED WORK.

- THIS CHANGE ORDER IS NOT EFFECTIVE UNTIL APPROVED BY OWNER
- IF ACCEPTABLE TO THE CONTRACTOR, THIS CHANGE ORDER IS EFFECTIVE IMMEDIATELY

Reservoir No. 2 Improvements Project – Completed Construction





July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Rehabilitation of Potable Water Pressure Reducing Stations: Award of Contract

SUMMARY:

On May 26, 2015, the Board authorized a Call for Bids for a project to rehabilitate two potable water pressure reducing stations in Westlake Village. Four bids were submitted and publicly opened on June 23, 2015. Staff recommends award of a construction contract, in the amount of \$88,900, to A. Bates G.C., Inc., the lowest responsive bidder.

RECOMMENDATION(S):

Award a construction contract to A. Bates G.C., Inc., in the amount of \$88,900, for the rehabilitation of the Triunfo and Waterside Pressure Reducing Stations and reject all remaining bids upon receipt of duly executed contract documents.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are available in the adopted Fiscal Year 2014-15 Budget for the work under CIP Job No. 10553. No additional appropriation is required.

DISCUSSION:

Project Description:

The two underground pressure reducing stations were built in the late 1960s as part of the adjacent tracts, and the facilities have reached the end of their useful life. The rehabilitation work involves replacing the valves and fittings within each vault. The Triunfo Pressure Reducing Station is located in the parkway between Triunfo Canyon Road and the frontage road near Capstan Circle. The Waterside Pressure Reducing Station is located on Waterside Lane, west of the intersection of Lindero Canyon Road and Lakeview Canyon Road. Attached is a map showing the location of the stations. Both stations reduce pressure from the 1227-foot zone to the 1100-foot zone.

Bid Summary:

<u>Contractor</u>	<u>Bid Amount</u>	
A. Bates G.C., Inc.	\$ 88,900	
Toro Enterprises	\$ 108,452	
Cedro Construction	\$119,351 **	ITEM 7B

MKM Services, Inc.
*** Corrected bid total*

\$172,452

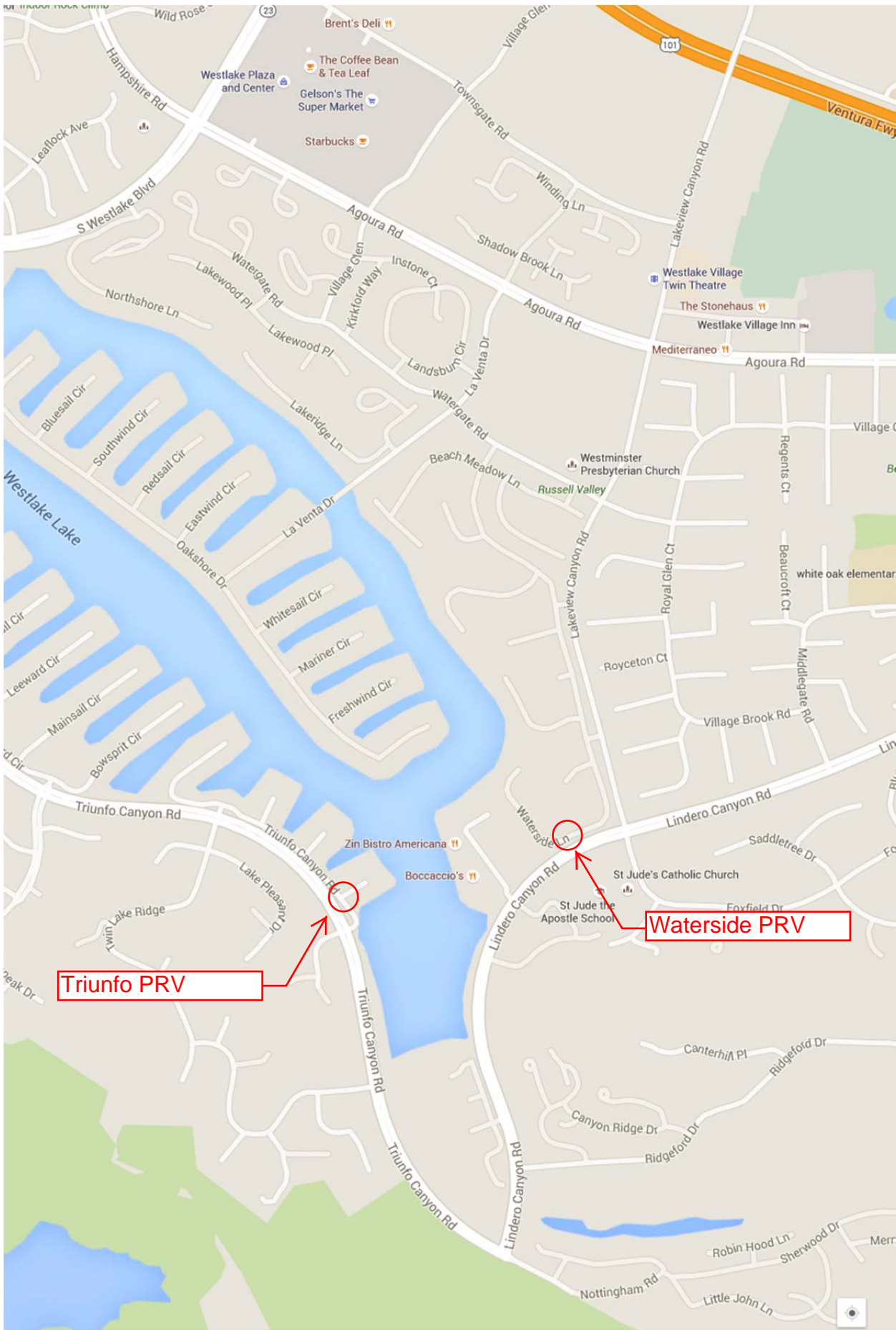
GOALS:

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

Prepared By: Eric Maple, Associate Engineer

ATTACHMENTS:

[Location Map](#)





July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Five-Million Gallon Tank: Addition of Four Mature Oak Trees from the City of Agoura Hills for Improved Landscape Screening Purposes

SUMMARY:

Construction of the Five-Million Gallon Tank and the associated landscaping are nearing completion. Staff received feedback from the Three Springs HOA and several local residents that additional trees could significantly reduce the extent of the tank's exposure from various vantage points in the Three Springs neighborhood.

Staff discussed the issue with the Project Landscape Architect, Newman Design Group, and identified four mature oak trees slated for removal along the alignment of the Agoura Road Widening Project that could be relocated to the tank site. The City of Agoura Hills has agreed to provide the trees to the District at no cost; the only costs to the District would be for boxing, transport and re-planting.

RECOMMENDATION(S):

Authorize the General Manager to issue a purchase order, in the amount of \$36,500 plus a 20% contingency, for a total of \$43,200 to Valley Crest Tree Company for the relocation of four mature oak trees from the City of Agoura Hills to the Five-Million Gallon Tank site.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The cost of the work is expected to be \$36,500; however, staff proposes a contingency of up to \$6,700 in the event of unforeseen conditions. Sufficient funding for the work is available in the adopted Fiscal Year 2015-16 Budget under CIP Job No. 10476. No additional appropriation is required.

DISCUSSION:

The various elements of the project intended to mitigate the visual impact of the Five-Million Gallon Tank, such as the berm, painting and landscaping, are nearly complete. Based on the aesthetics, it is apparent that additional landscaping, in particular mature trees, will be valuable to further mitigate the visual impact to the community. Rather than purchase additional nursery stock, which typically tends to be young and small, the District has a unique opportunity to relocate four mature oak trees scheduled to be removed as a part of the Agoura Road Widening Project. Currently, the four trees are not among those slated to be relocated as part of the City's project; however, the trees are good candidates for relocation.

The City has agreed to provide the trees to the District at no cost. The District would be responsible for the

ITEM 7C

cost to box, transport and re-plant the trees, though. Staff obtained quotes for the relocation work from Valley Crest Tree Company and Senna Tree Company, in the amount of \$36,500 and \$45,000, respectively. It is recommended that Valley Crest Tree Company be selected for the work based on their experience and lower cost. A 20% contingency is proposed to address unforeseen conditions that may arise during relocation.

Staff has worked with the City of Agoura Hills and obtained its commitment that the City's contractor and staff would work cooperatively with Valley Crest Tree Company to accomplish the relocation. Staff will provide a brief presentation at the Board meeting on the need for these tree relocations and the proposed locations for replanting.

Attached for reference is a copy of the proposal by Valley Crest Tree Company and a recent construction photograph.

GOALS:

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

Prepared By: John Zhao, PE, Principal Engineer

ATTACHMENTS:

[Valley Crest Quote](#)

[5-Million Gallon Water Tank - Recent Construction Photo](#)



VALLEY CREST TREE COMPANY

The Tree Growing & Tree Moving Company

July 7, 2015

Doug Barrow
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, California 91302

Regarding: Specimen Tree Preservation Project
Westlake Water Tank
Agoura Hills to Westlake Village, California

Dear Mr. Barrow,

Valley Crest Tree Company is pleased to provide our proposal for the Specimen Tree Preservation Project at the above referenced site. Our proposal is based upon the conditions of the site on June 30, 2015 and includes the following scope of work:

Box, rig, load and transport off-site from Agoura Road to Westlake Village. Excavate planting pits, offload, set, plant the following:

<u>Tree#</u>	<u>Size</u>	<u>Description</u>	<u>Unit Cost</u>
163	108"	Quercus agrifolia	\$9,800.00
164	96"	Quercus agrifolia	\$8,900.00
165	96"	Quercus agrifolia	\$8,900.00
*166	84"	Quercus agrifolia	\$6,150.00
167	96"	Quercus agrifolia	\$8,900.00

\$ 36,500 w/o #166

Total lump sum for the work as outlined above is \$42,650.00

Please note: Any change in scope of work may require re-bid of proposal

**Tree #166 not recommended for relocation due to wire embedded into trunk*

Clarifications:

- Valley Crest Tree Company is an open shop contractor, non-signatory to any labor agreements. This proposal is based on prevailing wage rates.
- Project is not a federally funded job.
- Site is to be readily accessible to 40 ton crane, backhoe excavation, workmen with hand tools, semi-truck and trailer.
- Pricing is based on performing all work during normal business hours-Monday through Friday. Any work performed outside normal working hours will be charged a premium for the overtime labor.
- A water source is to be provided on-site.

Specimen Division

9500 Foothill Blvd., Sunland, CA 91040

www.vctree.com

Tel: 818/951-5500 Fax: 818/951-8106

ITEM 7C

Page 2
Westlake Water Tank
July 7, 2015

- This proposal is based on performing the work in one continuous operation and includes one mobilization of crews and equipment to and from site. Any additional mobilizations to site will be billed at a rate of time and material.
- Soil generated by our excavations will be used as backfill to plant trees and to fill holes created by removal of trees. Excess soil from excavations, if any, will be stockpiled on site.
- Unmarked underground or overhead utilities or re-routing thereof, are not the responsibility of Valley Crest Tree Co.
- Traffic control, lane closures and applicable street use permits are included in this proposal. Acquisition of permits will require 14-21 business days prior to scheduling and are subject to approval by the city.
- Import and compaction of excavation backfill are not included in this proposal.
- Demolition/removal of any hardscape or landscape is not included in this proposal. Any necessary removals must be complete prior to Valley Crest Tree Company mobilization.
- Valley Crest Tree Company will make every effort to protect existing hardscape and/or landscape. However, we are not responsible for repair or payment of repairs should any damage occur resulting from our operations.

Payment Terms:

Payment terms (Specimen Tree Work): A (50%) deposit prior to commencement of work to be performed. The balance is to be paid upon completion of our work.

An authorized signature in the space below will convert this proposal to an agreement and this will be our contract. If a formal contract is drawn, the descriptive language shall be made part of contract. Any changes must be approved prior to signature.

Please sign this proposal, return via fax or e-mail, mail original to our office, and keep a duplicate for your file.

Sincerely,
VALLEY CREST TREE COMPANY

Authorized signature required below



Tadd Russikoff
Vice President
Business Development
trussikoff@vctree.com

Accepted By: _____

Title: _____

Company: _____

Date: _____

Las Virgenes Municipal Water District

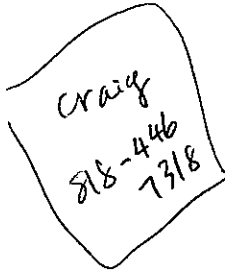
Specimen Division

9500 Foothill Blvd., Sunland, CA 91040

www.vctree.com

Tel: 818/951-5500 Fax: 818/951-8106

ITEM 7C



Five-Million Gallon Tank – Recent Construction Photo





July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Annual Printing Services: Award

SUMMARY:

On May 12, 2015, the Board approved a Request for Bids for annual printing services. For the purpose of bidding, the services were divided into four categories to allow the lowest bidder to be selected for each category of service. Staff recommends that the Board accept the bids from Printcom, Inc., dba MP Printing & Mailing, for Category Nos. 1, 3, and 4, and from Excel Print Resources for Category No. 2.

RECOMMENDATION(S):

Accept the bids from MP Printing & Mailing for Category Nos. 1, 3 and 4, and from Excel Print Resources for Category No. 2 of the annual printing services, and authorize the General Manager to approve annual purchase orders with for not-to-exceed amounts of \$72,500 and \$2,500, respectively, with four one-year renewal options.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds for annual printing services are available in the adopted Fiscal Year 2015-16 Budget.

DISCUSSION:

Background:

The District requires several different types of printing services for various forms, envelopes, letterhead, business cards, door hangers, tags, and brochures throughout the year. In the past, staff has bid the work out individually on a case-by-case basis. An annual purchase order for printing services will ensure consistent pricing for the purchase order duration, streamline the order process, reduce turn-around time to allow for expedited delivery upon ordering, and secure a volume discount.

Bid Process:

The Request for Bids was posted on the District's website, advertised in the *Daily News*, and sent to 18 different vendors that previously expressed an interest in the work. Seven bids were received and opened publicly.

The services were divided into four categories: (1) customer service billing supplies, (2) letterhead, envelopes, and business cards, (3) public outreach brochures and informational flyers, and (4) **ITEM 8A**

miscellaneous door hangers, vinyl tags, and padded forms. A market basket approach, based on repeat purchases and current and anticipated print jobs, was used to create an even bidding platform. The bids were evaluated comprehensively by category; bidders were not required to bid on all categories. MP Printing & Mailing was the lowest, responsible, responsive bidder for Category Nos. 1, 3, and 4, while Excel Print Resources was the lowest, responsible, responsive bidder for Category No. 3. Two bids were disqualified for irregularities identified during the bid review process.

Copies of the bids from MP Printing & Mailing and Excel Print Resources are attached for reference.

Bid Summary:

Category	MP Print	Excel Print	Custom Print *	Graphic Sales West*	Jano	Terramar	Tension
1--Billing	\$16,895.87	\$22,895.03	\$17,002.10	\$16,328.61	\$24,566.94	\$25,601.37	\$21,618.67
2--Letterhead	\$ 2,954.95	\$ 2,147.30	\$2,342.41	\$ 2,154.93	\$ 4,936.75	\$ 3,809.95	no bid
3--Brochures	\$48,980.11	no bid	\$36,483.57	\$57,633.75	\$52,132.71	\$76,068.54	no bid
4--Miscellaneous	\$ 5,422.10	no bid	\$ 6,813.15	no bid	\$10,659.72	\$ 9,359.06	\$ 8,603.32
*Did not comply with bid requirements							

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Gretchen Bullock, Purchasing Supervisor

ATTACHMENTS:

[MP Printing and Mailing Bid](#)

[Excel Print Resources Bid](#)

**Las Virgenes Municipal Water District
Bid Form-Schedule
Print Services**

The undersigned states and declares as follows: that the bidder has carefully read and examined the Request for Clarification dated 6/15/2015 and all related Bid Documents, Bid Notice; Instruction to Bidders; Bid Specifications including exhibits; Bid Form-Schedule; Addendums 1-3 ; and that the bidder will comply with the bid terms and conditions. The undersigned agrees to supply and deliver materials in strict conformity with the specifications and instructions enclosed with the Invitation for Bids for the prices set forth below in this bid clarification.

It is understood that this bid shall remain open and shall not be withdrawn for a period of ninety (90) days from the date prescribed for the opening of the bid.

It is further agreed that the materials/services to be furnished under this bid shall be delivered at such time and in such quantities as called for by the Las Virgenes Municipal Water District. The duration of the order shall be one year with four possible one-year renewals for a maximum period of five years.

Materials/Services to be furnished under this bid shall be delivered FOB Destination Freight Pre-Paid and Allowed to Las Virgenes Municipal Water District, Building 7, 4232 Las Virgenes Road, Calabasas, CA 91302, or designated District vendor delivery address, within 20 days after receipt of order (ARO) release.

All bidders are required to submit this bid clarification for their bids to be considered.

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

>>>continued on next page<<<

Category 1: Billing Supplies					
Bid Item No.	Projected Annual Quantity	Unit of Measure UOM	Description Refer to Bid Scope & Specifications for detailed description	Unit Price Required if not shaded	Extended Price Required
1-1	150,000	each	Billing Invoice	.01482	2,223.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		200.07
			Total Cost Bid Item 1-1		\$2423.07
1-2	50,000	each	Overdue Reminder Notice	.026	1300.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		117.00
			Total Cost Bid Item 1-2		\$1417.00
1-3	6000	each	Delinquent Notice Door Hanger	.0623	373.80
	1		Set-up Fee Initial		40.00

	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		37.24
			Total Cost Bid Item 1-3		\$ 451.04
1-4	175,000	each	Bill Mailing #10 Window Envelope	.0328	5740.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		516.60
			Total Cost Bid Item 1-4		\$ 6256.60
1-5	200,000	each	Remittance Envelope #9	.025	5000.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		450.00
			Total Cost Bid Item 1-5		\$ 5450.00

1-6	5000	each	Reminder Notice Envelope #10	.10	500.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		45.00
			Total Cost Bid Item 1-6		\$ 545.00
1-7	6000	each	Collection Letter	.054	324.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		29.16
			Total Cost Bid Item 1-7		\$ 353.16
Category 1: Billing Supplies Total Bid Amount				\$	16,895.87
Category 1 Written Bid Amount:					
Sixteen Thousand eight hundred ninety five + 87/100					
>>>Intentionally left blank, see next page for new category<<<					

Category 2: Letterhead, Envelopes, & Business Cards					
Bid Item No.	Projected Annual Quantity	Unit of Measure UOM	Description Refer to Bid Scope & Specifications for detailed description	Unit Price Required if not shaded	Extended Price Required
2-1	5000	sheet	Letterhead	.046	230.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		20.70
			Total Cost Bid Item 2-1		\$250.70
2-2	5000	each	Envelope #10	.069	345.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		31.05
			Total Cost Bid Item 2-2		\$376.05
2-3	20	box	Business Cards-Box of 500	73.00	1460.00
	1		Set-up Fee Initial		
	1		Blank Stock Master (if applicable one-time fee for stated quantity)		

	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		131.40
			Total Cost Bid Item 2-3		\$ 1591.40
2-4	2000	sheets	Mailing Labels—sheets of 6	.338	676.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		60.80
			Total Cost Bid Item 2-4		\$ 736.80
Category 2: Letterhead, Envelopes, & Business Cards				Total Bid Amount	\$ 2954.95
Category 2 Written Bid Amount:					
Two thousand nine hundred fifty four and 95/100 —					

>>>Intentionally left blank, see next page for new category<<<

Category 3: Brochures and Informational Items					
Bid Item No.	Projected Annual Quantity	Unit of Measure UOM	Description Refer to Bid Scope & Specifications for detailed description	Unit Price Required if not shaded	Extended Price Required
3-1	189,000	each	The Current Flow Newsletter	0.0908	17,161.20
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			<i>Not Subject to Sales Tax</i>		
			LA County Sales Tax (9%)		NA
			Total Cost Bid Item 3-1		\$ 17,161.20
3-2	26,500	each	Annual Water Quality Report	0.1836	4865.40
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			<i>Not Subject to Sales Tax</i>		
			LA County Sales Tax (9%)		NA
			Total Cost Bid Item 3-2		\$ 4865.40
3-3	400	sets	Water Awareness CD Calendar	2.48	992.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		

			Miscellaneous		
			LA County Sales Tax (9%)		89.28
			Total Cost Bid Item 3-3		\$ 1081.28
3-4	10,000	sheets	Poster Contest Blank	.0581	581.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		52.29
			Total Cost Bid Item 3-4		\$ 633.29
3-5	10,000	books	Activity Book	.265	2650.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		238.50
			Total Cost Bid Item 3-5		\$ 2888.50
3-6	10,000	each	Native Plant Guide	1.466	14,660.00
	1		Set-up Fee Initial		

	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		1319.40
			Total Cost Bid Item 3-6		\$ 15,979.40
3-7	5000	each	What's Shaking		406.91
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		36.62
			Total Cost Bid Item 3-7		\$ 443.53
3-8	5000	each	RLV Community Compost		1055.08
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		94.96
			Total Cost Bid Item 3-8		\$ 1150.04
3-9	5000	each	50 Ways to Save H2O		1025.00

	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		92.25
			Total Cost Bid Item 3-9		\$ 1117.25
3-10	10,000	packet	Welcome Packets	.276	2760.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		248.40
			Total Cost Bid Item 3-10		\$ 3008.40
3-11	1200	sheet	Customer Survey	.255	306.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		27.54
			Total Cost Bid Item 3-11		\$ 333.54

3-12	2000	each	Even the Smallest	.073	146.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		13.14
			Total Cost Bid Item 3-12		\$ 159.14
3-13	2000	each	These Tablets	.073	146.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		13.14
			Total Cost Bid Item 3-13		\$ 159.14
Category 3: Brochures & Informational Items Total Bid Amount				\$ 48,980.11	
Category 3 Written Bid Amount:					
Forty eight thousand nine hundred eighty dollars + 11/100					
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Category 4: Miscellaneous—Door Hangers, Tags, & Padded Forms					
Bid Item No.	Projected Annual Quantity	Unit of Measure UOM	Description Refer to Bid Scope & Specifications for detailed description	Unit Price Required if not shaded	Extended Price Required
4-1	2500	each	Vinyl Tag 1 sided print	.354	885.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		79.65
			Total Cost Bid Item 4-1		\$ 964.65
4-2	2500	each	Vinyl Tag 2 sided print	.41	1025.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		92.25
			Total Cost Bid Item 4-2		\$ 1117.25
4-3	2000	each	Vinyl Tag 1 sided print, small	.333	666.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		

			Miscellaneous		
			LA County Sales Tax (9%)		59.94
			Total Cost Bid Item 4-3		\$ 725.94
4-4	14,000	each	Door Hanger 2 sided black ink	.118	1652.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		148.68
			Total Cost Bid Item 4-4		\$ 1800.68
4-5	4000	each	Door Hanger 2 sided color	.096	384.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		34.56
			Total Cost Bid Item 4-5		\$ 418.56
4-6	40	pads	Drought Measures	1.81	72.40
	1		Set-up Fee Initial		

	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		6.52
			Total Cost Bid Item 4-6		\$ 78.92
4-7	40	pads	Application for Water/Sewer Service	2.13	85.20
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		7.67
			Total Cost Bid Item 4-7		\$ 92.87
4-8	10	books	Receipt Book	20.48	204.80
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		18.43
			Total Cost Bid Item 4-8		\$ 223.23

Category 4: Miscellaneous—Door Hangers, Tags, & Padded Forms	Total Bid Amount	\$ 5422.10
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Category 4 Written Bid Amount:
 Five thousand four hundred twenty two dollars + 10/100

Additional Fees			
Bid Item No.	Unit of Measure UOM	Description Refer to Bid Scope & Specifications Additional Conditions 6. for details	Unit Price
5-1	hourly	Computer Time/File Intervention - Hourly Rate billable in increments of .25	
5-2	each proof	High Resolution Proof Fee (if any)	

Bidder Information and Signature:

Printcom, Inc 6/16/15
 Corporate Name of Bidder Date

By: Pamela K. Berg Title: President
 Authorized Signature

Pamela K. Berg pam@printwithmmp.com
 Print Name E-mail

818-891-8282
 Phone

14675 Titus Street
Panorama City, CA 91402 818-891-3213
 Address Fax

>>>All 15 pages of this Bid Clarification Form MUST be submitted<<<

**Las Virgenes Municipal Water District
Bid Form-Schedule
Print Services**

The undersigned states and declares as follows: that the bidder has carefully read and examined the Request for Clarification dated 6/15/2015 and all related Bid Documents, Bid Notice; Instruction to Bidders; Bid Specifications including exhibits; Bid Form-Schedule; Addendums 1-3 ; and that the bidder will comply with the bid terms and conditions. The undersigned agrees to supply and deliver materials in strict conformity with the specifications and instructions enclosed with the Invitation for Bids for the prices set forth below in this bid clarification.

It is understood that this bid shall remain open and shall not be withdrawn for a period of ninety (90) days from the date prescribed for the opening of the bid.

It is further agreed that the materials/services to be furnished under this bid shall be delivered at such time and in such quantities as called for by the Las Virgenes Municipal Water District. The duration of the order shall be one year with four possible one-year renewals for a maximum period of five years.

Materials/Services to be furnished under this bid shall be delivered FOB Destination Freight Pre-Paid and Allowed to Las Virgenes Municipal Water District, Building 7, 4232 Las Virgenes Road, Calabasas, CA 91302, or designated District vendor delivery address, within 20 days after receipt of order (ARO) release.

All bidders are required to submit this bid clarification for their bids to be considered.

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

>>>continued on next page<<<

Category 1: Billing Supplies					
Bid Item No.	Projected Annual Quantity	Unit of Measure UOM	Description Refer to Bid Scope & Specifications for detailed description	Unit Price Required if not shaded	Extended Price Required
1-1	150,000	each	Billing Invoice	.02018	3027.00
	1		Set-up Fee Initial		0
	1		Set-up Fee Recurring Run		0
			Miscellaneous		0
					0
			LA County Sales Tax (9%)		272.43
			Total Cost Bid Item 1-1		\$ 3299.43
1-2	50,000	each	Overdue Reminder Notice	.02845	1427.00
	1		Set-up Fee Initial		0
	1		Set-up Fee Recurring Run		0
			Miscellaneous		0
					0
			LA County Sales Tax (9%)		128.43
			Total Cost Bid Item 1-2		\$ 1555.43
1-3	6000	each	Delinquent Notice Door Hanger	.09583	575.00
	1		Set-up Fee Initial		500.00

	1		Set-up Fee Recurring Run		⊖
			Miscellaneous		⊖
			LA County Sales Tax (9%)		51.75
			Total Cost Bid Item 1-3		\$ 1126.75
1-4	175,000	each	Bill Mailing #10 Window Envelope	.0374	6545.00
	1		Set-up Fee Initial		⊖
	1		Set-up Fee Recurring Run		⊖
			Miscellaneous		⊖
			LA County Sales Tax (9%)		589.05
			Total Cost Bid Item 1-4		\$ 7134.05
1-5	200,000	each	Remittance Envelope #9	.0392	7840.00
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		705.60
			Total Cost Bid Item 1-5		\$8545.60

1-6	5000	each	Reminder Notice Envelope #10	.096	480.00
	1		Set-up Fee Initial		0
	1		Set-up Fee Recurring Run		0
			Miscellaneous		0
			LA County Sales Tax (9%)		43.20
			Total Cost Bid Item 1-6		\$ 523.20
1-7	6000	each	Collection Letter	.10865	651.90
	1		Set-up Fee Initial		0
	1		Set-up Fee Recurring Run		0
			Miscellaneous		0
			LA County Sales Tax (9%)		58.67
			Total Cost Bid Item 1-7		\$ 710.57
Category 1: Billing Supplies Total Bid Amount				\$	\$ 22,895.03
Category 1 Written Bid Amount:					

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Category 2: Letterhead, Envelopes, & Business Cards					
Bid Item No.	Projected Annual Quantity	Unit of Measure UOM	Description Refer to Bid Scope & Specifications for detailed description	Unit Price Required if not shaded	Extended Price Required
2-1	5000	sheet	Letterhead	.082	410.00
	1		Set-up Fee Initial		0
	1		Set-up Fee Recurring Run		0
			Miscellaneous		0
			LA County Sales Tax (9%)		36.90
			Total Cost Bid Item 2-1		\$ 446.90
2-2	5000	each	Envelope #10	.051	255.00
	1		Set-up Fee Initial		0
	1		Set-up Fee Recurring Run		0
			Miscellaneous		0
			LA County Sales Tax (9%)		22.95
			Total Cost Bid Item 2-2		\$ 277.95
2-3	20	box	Business Cards-Box of 500	29.00	580.00
	1		Set-up Fee Initial		
	1		Blank Stock Master (if applicable one-time fee for stated quantity)		320.00

	1		Set-up Fee Recurring Run		0
			Miscellaneous		0
			LA County Sales Tax (9%)		81.00
			Total Cost Bid Item 2-3		\$ 981.00
2-4	2000	sheets	Mailing Labels—sheets of 6	.2025	405.00
	1		Set-up Fee Initial		0
	1		Set-up Fee Recurring Run		0
			Miscellaneous		0
			LA County Sales Tax (9%)		36.45
			Total Cost Bid Item 2-4		\$ 441.45
Category 2: Letterhead, Envelopes, & Business Cards					
Total Bid Amount				\$	\$ 2,147.30
Category 2 Written Bid Amount:					

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3-12	2000	each	Even the Smallest		
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		
			Total Cost Bid Item 3-12		\$
3-13	2000	each	These Tablets		
	1		Set-up Fee Initial		
	1		Set-up Fee Recurring Run		
			Miscellaneous		
			LA County Sales Tax (9%)		
			Total Cost Bid Item 3-13		\$
Category 3: Brochures & Informational Items				\$	
Total Bid Amount					<i>No BID</i>
Category 3 Written Bid Amount:					

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July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Adopted Financial Policies: Update

SUMMARY:

At its March 13, 2015 Strategic Planning Workshop, the Board reviewed and conceptually approved several updates to the District's Adopted Financial Policies to reflect current best business practices. Staff recommends that the Board adopt the Proposed Financial Policies (copy attached), incorporating the updates.

RECOMMENDATION(S):

Adopt the proposed Financial Policies, incorporating updates to reflect current and best business practices.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The updates to the Adopted Financial Policies will result in more stable reserve requirements for the District's three enterprise Replacement Funds.

DISCUSSION:

The District's Adopted Financial Policies set standards for the District's financial operations to ensure fiscal sustainability and the maintenance of sufficient reserves to address a variety of business risks. On March 13, 2015, the Board reviewed and conceptually approved the following updates to the District's Adopted Financial Policies during a Strategic Planning Workshop:

- Policy 3 - Establishing \$8 million as a target balance for the Rate Stabilization Fund.
- Policy 7 - Changing the reserve requirements for the three enterprise Replacement Funds from three-years of project costs as specified in the Infrastructure Investment Plan (IIP) to three years of actual depreciation expenses.
- Policy 10 – Revising the specified uses of the Emergency/Insurance Fund, excluding the payment of self-insurance retention amounts, which would instead be paid from operating funds.

The changes proposed to Policies 3 and 10 reflect and formalize long-standing District practice. The change to Policy 7 will minimize volatility in the reserve requirements for the three enterprise Replacement Funds caused by significant year-to-year fluctuations in the number and overall cost of IIP projects.

Attached for reference is a copy of the proposed Financial Policies, showing annotations to the currently adopted version.

ITEM 8B

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Donald Patterson, Director of Finance and Administration

ATTACHMENTS:

[Proposed Financial Policies](#)

ADOPTED FINANCIAL POLICIES

POLICY 1: Restricted Cash

The District will maintain cash, to be used solely for its intended purpose, in an amount equal to funds restricted by legal requirements, contractual agreements and trustee requirements.

The District is limited in the means in which it may use certain cash (“restricted cash”) due to legal and contractual requirements.

Other reserves/funds are unrestricted; they are established by Board direction to address potential needs as defined in the policies that follow. Unrestricted reserves may be adjusted in amount and directed for needs other than those initially contemplated, but funds described in Policy 7 for replacement/major maintenance must be used only for needs of the enterprise from which the funds were generated.

AB 1600 requires that development impact fees (“capacity fees”) and interest generated from such can only be used for capital projects related to expansion, not replacement or enhancement. These funds are maintained separately in the appropriate enterprise **Construction Fund**.

Vested sick leave results from contractual obligations with employees. Cash is maintained in an amount equal to the vested sick leave obligation. Upon voluntary termination, retirement or death of an employee, the vested sick leave accrual is paid to the employee or their beneficiary.

Trust funds hold cash that has been deposited with the District for future obligations that may or may not occur. These obligations include developer/customer deposits and pre-funding by Triunfo Sanitation District for their portion of JPA capital projects and 3 months operating expense.

A **Bond covenant** is cash held as a surety that the annual bond payment and interest will be made. The official documents of the bond transactions require that funds be deposited and maintained with the trustee until the final bond payment is made or the bond issue is defeased. If the District had to draw on this reserve to pay any portion of the debt service payment before the issue had fully matured, the District would be in technical default and the trustee could require the District to pay off the bondholders at once. The District’s refunding bond reserve has been deposited through the bond trustee, Bank of New York, in the state of California’s Local Agency Investment Fund (“LAIF”). The current bond coverage required for the district is that net operating income must be at least 110% of the maximum annual debt service.

POLICY 2: Balanced Budget/Annual Board Review

The District will maintain a balanced operating budget for each enterprise fund with annual revenues equal to or greater than annual expenditures. However, the Board may determine that reserves be used to augment operating revenues under certain circumstances. The Board will review annually the working capital, cash, projected income and bond coverage levels to determine the adequacy of each.

If in any given fiscal year operating expenditures will exceed the operating revenue projected in the same year, causing a budget imbalance, cost cutting measures or revenue enhancements may be addressed before spending reserves to support on-going operations. Cost cutting measures may include reductions in capital improvement projects, reductions in staff or reductions in expenditures for materials, services, or supplies. Such expenditure or staff reductions may result in reduced service levels. Alternatively, the Board may determine that circumstances warrant taking money from reserves to offset expenses larger than operating income.

At year-end, net revenue after expenses (“income”) will be transferred to funds as directed by the Board, subject to any legal limitations on the Board’s discretion. Funds balances are addressed annually as part of the budgeting process.

Available cash in the various funds reflects the District’s ability to pay current bills and commitments, as well as underwriting the risk level the District is willing to accept.

POLICY 3: Rate Stabilization Fund

The District will maintain a Rate Stabilization Fund in an amount of \$8 million to maintain rate stability for customers in times when short or mid-term cash needs are volatile.

The District’s potable water operating revenue *can vary greatly* based on climatic conditions. During periods of heavy rain, potable water revenue drops significantly from the three year average at which revenues are budgeted. During significantly hot, dry periods, a reverse trend is seen wherein significant revenue is generated by higher sales than the three year average. During periods of extended water shortage, when customers are asked to reduce consumption, the impact on potable water revenue is similar to the effect of heavy rain. Rather than raising water rates on a temporary basis to cover expenses during these times, the Rate Stabilization Fund (RSF) allows the Board to balance operating revenue to operating expenses by a transfer.

POLICY 4: Financing Alternatives

As part of the annual Infrastructure Investment Plan (IIP) budgeting process, the District will examine options available to pay for the proposed projects, including the option of financing.

Each year the Board reviews needs for capital improvements and major maintenance over the next five years (the capital improvement plan “CIP”). Expenditures are projected on an annual basis, but the available fund balance for replacement or major maintenance is not always adequate to cover the need when it arises. The Board favors a pay-as-you-go

program for the IIP program, but the District may not have funds available to pay for projects in any given year, or projects anticipated in future years may be of a type that would be difficult to finance. Such considerations may dictate financing as the preferred alternative. If a project requires substantial expenditures over several years and interest rates are low, the District may consider issuing financing now and reserving the available funds for need at times when interest rates are higher.

The Board has determined that debt service should not exceed 15% percent of reliable revenue sources.

POLICY 5: Fiscal Impact Analysis

Staff shall prepare a fiscal impact analysis for each budget appropriation request not included as part of the Annual Budget. Available fund balances are intended to be appropriated only for “one-time” nonrecurring expenditures not covered by the current annual budget.

When non-budgeted items are brought before the Board for consideration, the resulting fiscal impact will be analyzed. The Board requires all requests for new or supplemental budget appropriations to be accompanied by a fiscal impact statement including:

- Amount of funds requested
- Source of funds requested
 - New revenue
 - Reallocation of existing appropriations
 - Grants
- Impact of Request
 - New rates or fees
 - Decrease in one activity to support another activity
 - Effect on fund balance

POLICY 6: Operating Funds Cash Requirement

The District will maintain cash (net of restricted cash) in the Operations Fund of each enterprise equivalent to 25% of the operating budget (and eliminate the requirement for one-year’s debt service obligation. This change in policy will increase the potable water reserve balance but should be tempered with a requirement to maintain a working capital reserve for operations and one year’s debt service in the sanitation operating fund each year, which would be approximately \$5.2 million.)

An available cash reserve to cover operating shortfalls is a prudent management practice to be used for both short term cash flow and contingency planning for unforeseen situations. Examples Include:

- Unexpected increases in costs or declines in revenues
- Legislative or judicial mandate to provide a new or expanded service or program
- Natural disaster emergencies which exceed the Emergency/Insurance Fund
- One-time Board approved non-capital expenditures or capital need if the IIP fund is inadequate

- Interruptions in billing process to customers

If such unforeseen circumstances occur, staff will present the Board with options for curing the deficiency, including use of this fund.

POLICY 7: Replacement and Major Maintenance Fund by Enterprise (potable water, sanitation, recycled water)

Each of the District's three enterprises will maintain a Replacement Fund for major maintenance, replacement and improvement of facilities and infrastructure not related to growth. The source of funds will be current user fees. Each Replacement Fund will maintain cash levels equal to the most current three-years of actual depreciation expense, deemed adequate to cover that enterprise's projected needs for three years according to annually revised, five year Infrastructure Investment Plan (IIP). ~~If a replacement fund's cash target is exceeded, the Board will consider using the excess for prepayment of outstanding debt, if appropriate.~~

Prudent stewardship of assets requires that maintenance be performed to postpone or decelerate the aging process. As a general rule, maintenance costs for an item become more expensive as the asset ages. Also, changes in technology could result in replacing an asset with one which provides lower operating expenses or greater revenues or replacement of assets may be required due to changes in regulatory standards.

Major maintenance and replacement are on-going operating costs that should be paid for by user fees. Appropriate cash levels within a Replacement Fund enables the District to pay for planned or unplanned projects in any given year.

The water stand-by charge is levied against developed and undeveloped land and is dedicated to maintenance and replacement of potable water infrastructure and facilities. Recognizing that undeveloped land has added value because of the availability of potable water service, these owners have a vested interest in seeing the system maintained.

POLICY 8: New Construction Fund by Enterprise

The District will pay for expansion or new facilities necessitated by growth from capacity fees collected from new development and maintained in the appropriate enterprise's Construction Fund.

Current ratepayers should not be burdened with costs associated with growth due to new development. The fair share of cost of expansion will be borne by the developers through capacity fees.

The District has a master plan that identifies projected infrastructure and facility needs through build-out and is used as the basis for determining capacity fees. Capacity fees may be pledged for debt service payments, if the need for the expansion occurs before adequate capacity fees can be collected.

Prepaid capacity fees not used are subject to refund with interest, provided the developer has not started his project and the District has not begun construction on the system.

POLICY 9: Internal Service Replacement Fund for Buildings, Vehicles and Equipment

The Internal Service Fund will have revenues (i.e. user charges, interest income and all other income) sufficient to meet operating expenses, maintenance costs, depreciation expense, an inflation factor for other needs not exclusive to one of the three enterprises.

The District uses the internal service fund as an internal accounting and budget mechanism to equitably distribute general operating costs such as for buildings, vehicle and equipment replacement and maintenance costs among District user programs and to assure that adequate funding is on hand to replace or maintain these assets.

POLICY 10: Emergency/Insurance Fund

The District will maintain an Emergency/Insurance Fund to cover ~~deductibles, self-insurance retentions~~, claims not covered by insurance, fines and penalties imposed by regulatory agencies and disaster repairs and expenses. The target for this Fund is two percent (2%) of the total value of capital assets, including LVMWD's share of the Joint Power's Authority capital assets. The Board must approve any expenditure from this Fund. Self-insurance retentions will be paid out of operating budgets.

To protect the investment in assets and to ensure continuation of District operations, the District purchases insurance for general liability, property and worker's compensation. The District has the responsibility to pay for deductibles or self-insurance retentions. Also, the District has some risks that may not be economically or actually insured, such as certain types of pollution (odor), flood, and mold. Also, the insurance on District's sewer lines or water lines is limited to the cost of emergency clean-up and does not include the cost of repairing the failure. Because of this potential exposure, the District has established the Emergency/Insurance Fund at two-percent of the value of capital assets less the value of land, which amount will be determined annually after the audit. The Fund can only be used when approved by the Board.

This policy is in line with our experience in having to pay damages that are not covered by insurance and cover expenses that are not reimbursed on a timely basis by FEMA. Like the Rate Stabilization Fund, not having the Emergency/Insurance Fund available in the event of a disaster could significantly impact our cash flow and possibly impact future utility rates during troublesome times.

POLICY 11: Recycled Water Operations Reserves

When the operating reserves for recycled water exceed the amount required in Policy 6 (Operating Funds Cash Requirement) plus Policy 7 (Replacement and Major Maintenance Fund by Enterprise), the District may use the net reserves to pay for research, studies and construction of projects to increase the beneficial use of recycled water and/or set aside funds to ultimately pay for (pay-go) or service the debt associated with a seasonal storage reservoir for recycled water, if the expenditure is approved by the Board.

The Tapia Water Reclamation Facility treats wastewater to such a level that the result can be sold as recycled water. Although the recycled water is considered a valuable asset to the

District because recycled water can replace some irrigation uses, thus lowering the demand for potable water, there are times of the year that the District accumulates more recycled water than customers can use and the District has to pay to dispose of the excess recycled water.

The District's goal is to make recycled water available to as many customers as is practical as a way of conserving potable water. To that end, funds in the Recycled Water Operations reserve that are available after the fund has met its requirements for having a cash balance equivalent to 25% of the operating budget for recycled water and for having funds available for replacement and major maintenance as specified in the annual Infrastructure Investment Plan (reserves equivalent to three years of capital improvement projects) can, at the Board's discretion and upon approval, be used to pay for research, studies and construction of projects to increase the beneficial use of recycled water and/or to set funds aside to ultimately pay for (pay-go) or service the debt associated with a seasonal storage reservoir for recycled water.



July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Resource Conservation & Public Outreach

Subject: Meter Reading Services: Award

SUMMARY:

On May 12, 2015, the Board approved a Request for Proposals for meter reading services as an interim measure to allow for monthly billing in preparation for implementation of budget-based rates in 2016. The contract services would temporarily compliment, rather than replace, meter reading performed by District staff and currently conducted on a bi-monthly basis. Ultimately, full-scale implementation Automated Meter Reading/Advanced Metering Infrastructure for the District will eliminate the need for on-going meter reading services.

On June 15, 2015, proposals were received from two firms for meter reading services: (1) Alexander's Contract Services, Inc., and (2) Mountain States Pipe & Supply Company. The scope of work consists of reading 14,800 meters on a monthly basis for a one-year period. The lowest responsive bid, in the amount of \$172,272, was from Alexander's Contract Services. Staff recommends that the Board accept the bid and authorize the General Manager to execute a one-year agreement with Alexander's Contract Services.

RECOMMENDATION(S):

Accept the bid from Alexander's Contract Services, Inc., and authorize the General Manager to execute a one-year agreement, in the amount of \$172,272, to provide meter reading services.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The cost of the contract meter reading services is \$172,272, of which \$138,000 is reimbursable through the Proposition 84 grant awarded to the District for implementation of budget-based rates. Sufficient funds for the first 10 months of the services are available in the adopted Fiscal Year 2015-16 Budget. Funds for the remaining two months of services, which will occur in the following fiscal year, will be proposed in the Fiscal Year 2016-17 Budget.

DISCUSSION:

Attached is a summary of the terms for the two proposals received. Alexander's Contract Services (Alexander) proposed the lowest cost to provide the services. In addition, Alexander demonstrated more experience in performing similar work for other water agencies. Current, Alexander performs meter reading for the Irvine Ranch Water District (104,000 meters), City of Corona (43,000 meters) and City of San Clemente (18,500 meters).

ITEM 9A

Additionally, Alexander is capable of providing additional meter reading services to the District, if necessary, due to the potential future need to re-direct District staff to assist customers with corrections or adjustments to their water budgets. Finally, Alexander offered a higher payment or credit back to the District for errors in reading meters.

Staff plans to implement monthly meter reading and billing in September 2015, prior to the implementation of budget-based rates in January 2016.

GOALS:

Provide Safe and Quality Water with Reliable Services

Prepared By: Carol Palma, Customer Service Manager

ATTACHMENTS:

[Bid Summary](#)

Attachment A - Bid Summary

Item	Description	Proposer	
		Alexander's Contract Services, Inc.	Mountain States Pipe & Supply Co.
1	Cost to read 14,800 meters	\$0.97 per meter Total = \$172,272	\$1.50 per meter Total = \$266,400
2	Cost to read additional meters	\$0.97 per meter	\$1.50 per meter
3	Payment to District for re-reads due to water meter readings exceeding 0.5% error range	\$5.00 per meter	\$3.00 per meter
4	Payment to District for re-reads exceeding 1% of total monthly meter reads	\$10.00 per meter	\$3.75 per meter



July 14, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Claim from G&W Ventures: Las Virgenes Chevron

SUMMARY:

On June 8, 2015, the District received the attached claim from G&W Ventures, Inc. for damages that occurred when a District employee backed into a planter at the Las Virgenes Chevron station on May 1, 2015. The claimant incurred damages totaling \$1,025.00 to repair the planter; however, the claim was submitted for \$717.50, noting a 30% customer loyalty discount.

The employee notified his supervisor of the accident, which occurred in a District vehicle, on the same day of the incident in accordance with District policy. There was no damage to the District vehicle. Although the planter had some pre-existing damage, the claim amount appeared to be reasonable. As a result, the General Manager opted to settle the claim based on his delegated authority specified in the Las Virgenes Municipal Water District Code. Payment in the amount of \$717.50 was issued to the claimant on June 16, 2015.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The cost to settle the claim was \$717.50.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Mary Capps, Secretary, Finance & Administration

ATTACHMENTS:

[Claim from G&W Ventures](#)

ATTN: MARY



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

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

Name of claimant/s: G & W VENTURES LAS VIRGENES CHEV ROAD

Address/location of accident or occurrence:
4807 LAS VIRGENES ROAD
CALABASAS, CA 91302

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

Telephone numbers: ^{WORK} Home: 818 888 3830 Work/CMA: 818 888 3830

Please answer the following questions. If more space is required, please attach additional sheets. Please attach any receipts, invoices, estimates or photos that may help in consideration of your claim.

1. When did damage or injury occur? (Give exact date and hour)
5-1-15 @ 1:10 PM

2. Where did the damage or injury occur?
4807 LAS VIRGENES ROAD
CALABASAS, CA 91302

3. How did the damage or injury occur? (Give full details)
DRIVER [REDACTED] BACKED INTO
PLANTERS BOX AT THE END OF THE PUMPS

4. What damage or injuries do you claim?
REPAIR DAMAGED PLANTER
REPLASTER PLANTER
PRIME AND PAINT PLANTER
MATERIAL AND PAINT

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

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

[Redacted]

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

MERB ACCIDENT

8. What is the amount the damages claimed? (Attach copies of receipts, invoices, estimates, photos, etc.)

Amount claimed as of this date: \$ 1025.00

Estimated amount of future expenses: \$

Total Amount Claimed: \$ 1025.00

Basis for computation of amounts claimed: INVOICE ATTACHED

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

N/A

[Signature]

Signature of Claimant or Person Acting on Claimant's Behalf

6/3/15
Date

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

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

Date Received: 6/8/2015 Time: 3:18pm Recorded by: [Signature]

Note: This document is a Public Record and may be disclosed/released pursuant to the California Public Records Act.

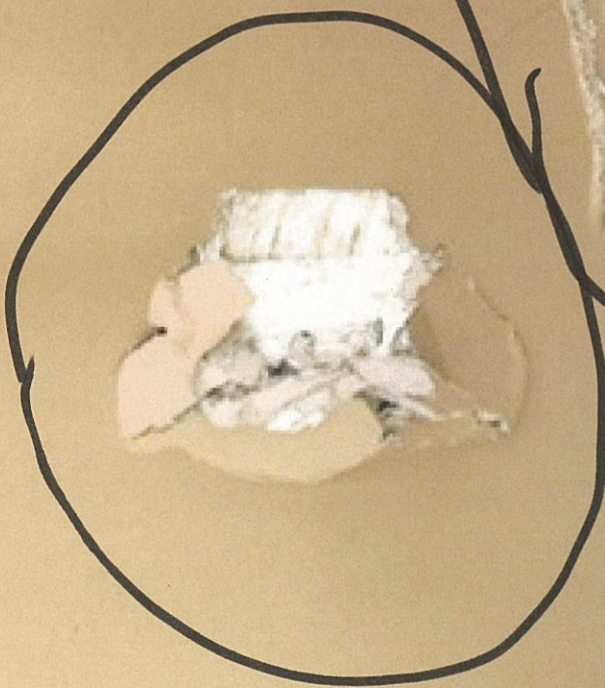
Las Virgenes Chevron

REPORT OF DAMAGE TO STATION

Date	5/1/15		Time	1:10 pm		Pump No.	#12-11	
Vehicle Information	Color	Vehicle License No.	Make	Model	Year			
	white	1162469	FORD TRUCK	F450 Super D.	2003			
Vehicle Owner's Information								
Name					Phone No.			
					818-251-2250			
Address		Street	City		State	Zip		
4232		Las Virgenes Rd.	Calabasas		CA	91302		
Driver's License Number			DL No.	State				
			A4956069	CA				
Registered Vehicle Owner's Information (If Rented)								
Name					Phone No.			
Address		Street	City		State	Zip		
Insurance Information								
Twin Insurance Services								
Insurance Carrier Name:					Phone No.			
American Alternative INS								
Address		Street	City		State	Zip		
196 S. Fir Street		PO BOX 1388	Ventura		CA	93002		
Policy Number:					Policy Expiration Date:			
GPPAPF6052637-01								
Insurance Agents Name:					Phone No.			
Address		Street	City		State	Zip		
Credit Card Customer			Yes <input type="checkbox"/> No <input type="checkbox"/>		Credit Card No.		Expiration Date	
Police Report Made			Yes <input type="checkbox"/> No <input type="checkbox"/>		Report Number			
Describe Accident:								
Backed in to planter box at end of pumps								
Describe Damage								
Dented top of planter box other damage was already there								
Witness to Accident			Witness Name					
Address		Street	City		State	Zip		
The above is an accurate account of circumstances surrounding this accident								
Signature of Driver								
Date								
Report Prepared By			Title					
Alex Koro			MGR					

Please complete in duplicate, original for office use, copy for customer

REPORT OF DAMAGE TO STATION ITEM 10A



Pre-existing
Damage



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

MWD MEETING AGENDA

Regular Board Meeting

July 14, 2015

12:00 p.m. – Board Room

Tuesday, July 14, 2015 Meeting Schedule		
7:00-8:00 a.m.	Rm. 2-413	Dirs. Computer Training
9:00 a.m.	Rm. 2-145	L&C
10:30 a.m.	Rm. 2-456	OP&T
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: Charles Gibson, Director, Santa Margarita Water District
- (b) Pledge of Allegiance: Director Stephen J. Faessel

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 Meetings for May 26 and June 9, 2015.
(Copies have been mailed to each Director)
Any additions, corrections, or omissions
- B. Report on Directors' events attended at Metropolitan expense for month of June

- C. Approve preparation of a Commendatory Resolution for former Director Don Calkins
- D. Approve committee assignments
- E. Chairman's Monthly Activity Report
- F. Adopt motion to adjourn the August Board Meeting to August 18, 2015, to establish tax rate. (Committees to meet on August 17 and 18, 2015)

6. DEPARTMENT HEADS' REPORTS

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

7. CONSENT CALENDAR ITEMS — ACTION

- 7-1** Appropriate \$1.8 million; and authorize preliminary design of reliability improvements to the Sepulveda Canyon Control Facility (Approp. 15480). (E&O)

Recommendation:

Option #1:

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

- a. Appropriate \$1.8 million; and**
- b. Authorize site planning and preliminary design of reliability improvements to the Sepulveda Canyon Control Facility.**

- 7-2** Authorize increase in change order authority for construction contracts at the Joseph Jensen Water Treatment Plant and the Etiwanda Pipeline (Approps. 15441 and 15442). (E&O)

Recommendation:

Option #1:

Adopt the CEQA determination that the proposed actions have been previously exempted and that the fiscal aspect of a change order is not subject to CEQA, and

- a. **Authorize increase of \$80,000 in change order authority for the Jensen Module No. 1 Filter Surface Wash Upgrades, up to an aggregate amount not to exceed \$579,155; and**
- b. **Authorize increase of \$320,000 in change order authority for the Phase 1 Etiwanda Pipeline Lining Repairs, up to an aggregate amount not to exceed \$57,000.**

(END OF CONSENT CALENDAR)

8. OTHER BOARD ITEMS — ACTION

- 8-1** Appropriate \$27.4 million; award \$21,524,084 contract to Environmental Construction, Inc. to rehabilitate the east treatment basins at the Robert B. Diemer Water Treatment Plant; and authorize (1) agreement with Ninyo & Moore in an amount not to exceed \$436,000 for environmental services; and (2) increase of \$3.6 million in O&M expenditures for environmental remediation (Approp. 15380). (E&O)

Recommendation:

Option #1:

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

- a. **Appropriate \$27.4 million;**
- b. **Award \$21,524,084 contract to Environmental Construction, Inc. to rehabilitate the east treatment basins at the Diemer plant;**
- c. **Authorize agreement with Ninyo & Moore in an amount not to exceed \$436,000; and**
- d. **Authorize increase of \$3.6 million in O&M expenditures in fiscal year 2015/16 for environmental remediation.**

- 8-2** Appropriate \$2.35 million; and award \$1,292,000 contract to Kiewit Infrastructure West Co. to replace hydraulic gates at the F. E. Weymouth Water Treatment Plant (Approps 15369 and 15440). (E&O)

Recommendation:

Option #1:

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

- a. Appropriate \$2.35 million; and**
- b. Award \$1,292,000 contract to Kiewit Infrastructure West Co. to replace hydraulic gates at the Weymouth plant.**

- 8-3** Adopt Mitigated Negative Declaration for planned upgrades to Palos Verdes Reservoir. (E&O)

Recommendation:

Option #1:

Adopt the Mitigated Negative Declaration for planned upgrades to Palos Verdes Reservoir,

- 8-4** Adopt a resolution authorizing the reimbursement with bond proceeds of the costs of Capital Investment Plan Projects funded from the General Fund and Replacement and Refurbishment Fund up to \$300 million. (F&I)

Recommendation:

Option #1:

Adopt the CEQA determination that the proposed action is not defined as a project and is not subject to CEQA, and adopt the Resolution of Reimbursement as contained in Attachment 1 to the board letter.

- 8-5** Appropriate funds and authorize acquisition of a property adjoining the F. E. Weymouth Treatment Plant identified as Los Angeles County Assessor's Parcel No. 8381-005-001. (RP&AM)
[Conference with real property negotiators; Property consists of approximately a 0.33 acre lot with 1,666 square feet of improvements, located in La Verne, California; agency negotiators: John Clairday and Bryan Otake; under negotiation: price and terms; to be heard in closed session pursuant to Gov. Code Section 54956.8]

- 8-6** Express support for AB 647 (Eggman, D-Stockton) – Beneficial use: storing of water underground. (C&L) **(To be mailed separately)**

9. BOARD INFORMATION ITEMS

- 9-1 Mid-cycle Biennial Budget Review. (F&I)

10. OTHER MATTERS (Contd.)

- 10-1 Department Head Evaluation Process Guidelines and Launch
- 10-2 Department Head Performance Evaluations Presentation
[Public employees' performance evaluations – General Manager, General Counsel, General Auditor, and Ethics Officer; to be heard in closed session pursuant to Gov. Code Section 54957]

11. FUTURE AGENDA ITEMS

12. 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