



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

November 10, 2015

PLEDGE OF ALLEGIANCE

1 CALL TO ORDER AND ROLL CALL

2 APPROVAL OF AGENDA

3 PUBLIC COMMENTS

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

4 CONSENT CALENDAR

A List of Demands: November 10, 2015 (Pg. 5)

Approve

B Minutes: Special Meeting of October 26, 2015 and Regular Meeting of October 27, 2015 (Pg. 38)

Approve

C Directors' Per Diem: October 2015 (Pg. 51)

Ratify

D ACWA General Session Membership Meeting and Election of Officers (Pg. 57)

Authorize the Board President to serve as the District's voting delegate for the ACWA General Session Membership Meeting on Wednesday, December 2, 2015.

E 2015 Urban Water Management Plan: Request For Proposals (Pg. 103)

Approve the Request for Proposals for preparation of the 2015 Urban Water Management Plan.

F Renewal of Landscape Maintenance Services Agreement (Pg. 123)

Authorize the General Manager to execute a one-year agreement with Villa Esperanza Services, in the amount of \$5,500 per month, with two one-year renewal options for landscape maintenance services.

G J.D. Edwards Software: Annual Support and Maintenance Agreement (Pg. 125)

Authorize the General Manager to execute an annual support and maintenance agreement with Oracle Corporation, in the amount of \$67,651.86 plus applicable taxes, for the District's J.D. Edwards financial software.

5 ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

B Water Supply Conditions and Drought Response (Pg. 135)

C Comprehensive Annual Financial Report: Fiscal Year 2014-15 (Pg. 143)

Receive and file the Fiscal Year 2014-15 Comprehensive Annual Financial Report.

6 TREASURER

7 BOARD OF DIRECTORS

A Local Agency Formation Commission (LAFCO): Nomination of Candidate for Independent Special District Representative (Pg. 232)

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

8 FACILITIES AND OPERATIONS

A Fiscal Year 2015-16 Vehicle Replacement Program: Revised Award (Pg. 235)

Rescind authorization of a purchase order to Paradise Chevrolet of Ventura for two Chevrolet 1500 extended cab trucks, in the amount of \$52,017.60, and authorize the General Manager to approve a purchase order to Thorson GMC of Pasadena for two GMC Sierra 1500 extended cab trucks, in the amount of \$54,659.20.

9 FINANCE AND ADMINISTRATION

A Resolution of Intent for Continuation of Potable Water Standby Charge (Pg. 239)

Pass, approve and adopt the proposed Resolution of Intent for continuing the Standby Charge pursuant to the Municipal Water District Law of 1911; order notification for those properties that changed ownership since the last Standby Charge assessment; order publication of a Notice of Public Hearing in a newspaper of general circulation once a week for a two-week period; and set a public hearing on the matter for 5:00 p.m. on January 12, 2016.

RESOLUTION NO. 2476

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING JULY 1, 2016

(Reference is hereby made to Resolution No. 2476 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

B IRS Section 401(a) Plan for Employees: Adoption (Pg. 243)

Pass, approve and adopt proposed Resolution No. 2477, authorizing the establishment of a 401(a) retirement program.

RESOLUTION NO. 2477

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AUTHORIZING THE ESTABLISHMENT OF A 401 (a) RETIREMENT PROGRAM

(Reference is hereby made to Resolution No. 2477 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

C Claim from Merrill and Leslie Tyler (Pg. 246)

Deny the claim from Merrill and Leslie Tyler

D Claim from Marvin D. Iannone (Pg. 255)

Deny the claim from Marvin D. Iannone.

E Claim from Valley Circle Townhomes Owners Association (Pg. 260)

Deny the claim from the Valley Circle Townhomes Owners Association.

10 LEGAL SERVICES

A Las Virgenes Municipal Water District Code: Repeal of Previous Version (Pg. 279)

Waive the full reading of proposed Ordinance No. 277, as it relates to repealing Ordinance No. 11-86-161 that adopted a previous version of the Las Virgenes Municipal Water District Code; give second reading of the Ordinance by title only; pass, approve and adopt the Ordinance as presented by a roll call vote; and order publication within 30 days of adoption using a summary of the Ordinance.

ORDINANCE NO. 277 (SECOND READING AND ADOPTION)

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REPEALING ORDINANCE NO. 11-86-161

(Reference is hereby made to Ordinance No. 277 on file in the District's Ordinance Book and by this reference the same is incorporated herein.)

11 NON-ACTION ITEMS

A Organization Reports

- (1) **MWD Representative Report/Agenda(s) (Pg. 281)**
- (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 District Counsel – Existing Litigation (Government Code Section 54956.9(a)):

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

15 OPEN SESSION AND ADJOURNMENT

Pursuant to Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and applicable federal rules and regulations, 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 Executive Assistant/Clerk of the Board in advance of the meeting to ensure availability of the requested service or accommodation. Notices, agendas, and public documents related to the Board meetings can be made available in appropriate alternative format upon request.

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: JAY LEWITT, TREASURER

Payments for Board Meeting of : November 10, 2015

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

Wells Fargo Bank A/C No. 4806-994448

Checks Nos. 71027 through 71229 were issued in the total amount of \$ 446,393.00

Payments through wire transfers as follows:

10/26/2015 Bank of New York Mellon	Payment Sani Refunding Revenue Bond	\$ 2,357,137.94
10/30/2015 Metropolitan Water Dist.	Payment for water deliveries in the month of August 2015	\$ 1,803,767.62

Total wires \$ 4,160,905.56

Total payments \$ 4,607,298.56

(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
11/10/15**

Company Name	Company No.	Check No.	Check No.	Check No.	Total
		71027 thru 71038 10/27/15	71039 thru 71079 11/03/15	71080 thru 71229 11/10/15	
		Amount	Amount	Amount	
Potable Water Operations	101	6,853.18	5,287.72	145,927.11	158,068.01
Recycled Water Operations	102	1,875.00			1,875.00
Sanitation Operations	130	147.87		2,075.85	2,223.72
Potable Water Construction	201				0.00
Water Conservation Construction	203				0.00
Sani- Construction	230				0.00
Potable Water Replacement	301	116.43		58,757.70	58,874.13
Reclaimed Water Replace	302				0.00
Sanitation Replacement	330				0.00
Internal Service	701	12,327.13	21,035.65	35,484.19	68,846.97
JPA Operations	751	11,378.60	26,416.21	62,751.62	100,546.43
JPA Construction	752			51,050.74	51,050.74
JPA Replacement	754			4,908.00	4,908.00
Total Printed		32,698.21	52,739.58	360,955.21	446,393.00
Voided Checks/ payment stopped:					
					0.00
Total Voids		0.00	0.00	0.00	0.00
Net Total		32,698.21	52,739.58	360,955.21	446,393.00

LAS VIRGENES MUNICIPAL WATER DISTRICT
WIRE TRANSFER REQUEST

DATE NEEDED: October 26, 2015

REQUESTED BY: Jennifer Chen

FUNDS WIRING TO: LAS VIREGENES MWD 09 BOND PMT FUND A/C

BENEFICIARY BANK NAME: BANK OF NEW YORK MELLON ABA No. 021000018

BENEFICIARY BANK A/C NO. 8500248400

FUNDS WIRING FROM: LVMWD's Checking A/C (No. 4806994448) @ Wells Fargo Bank

AMOUNT TO BE WIRED: \$2,357,137.94

REMARKS: Transfer Fund to A/C No. 850024-Las Virgenes Bond Pmt Account for principal & interest payments of 2009 Sani Refunding Revenue Bond due on 11/1/15.

REVIEWED BY: *[Signature]*

APPROVED BY: *[Signature]*

APPROVED BY: *[Signature]*

***** ACCOUNTING DEPARTMENT USE ONLY *****

WIRE ENTERED BY: *Jennifer Chen* DATE: 10-12-2015

WIRE VERIFIED/SENT BY: *[Signature]* DATE: 10/13/15

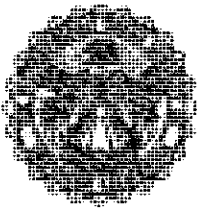
WIRE EFFECTIVE DATE: 10/26/15

JE NUMBER JC75820 BATCH NO.: 240459

G/L DATE 10/26/15 BATCH DATE 10/30/15

JE PREPARED BY: Jennifer Chen

PAID
[Signature]



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

August 2015	Page No. 1 of 1
Mailed: 09/10/2015	Due Date: 10/30/2015
Invoice Number: 8455	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	1,770.4

SALES	Type	Volume (AF)	Rate (\$ /AF)	Total (\$)
Full Service	Tier 1 Supply Rate	1,957.4	\$158.00	\$309,269.20
	System Access Rate	1,957.4	\$257.00	\$503,051.80
	Water Stewardship Rate	1,957.4	\$41.00	\$80,253.40
	System Power Rate	1,957.4	\$126.00	\$246,632.40
	Treatment Surcharge	1,957.4	\$341.00	\$667,473.40
SUBTOTAL				\$1,806,680.20

OTHER CHARGES AND CREDITS	Rate (\$ /AF)
Conservation Debit/Credit	(\$180,244.00)
Readiness To Serve Charge(Payment Schedule: M)	\$137,186.42
Capacity Charge(Payment Schedule: M)	\$40,145.00
SUBTOTAL	(\$2,912.58)

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)	13,667.4			
Tier 1 Annual Limit (For Current Calendar Year)	24,358.0			
Tier 1 YTD Deliveries (For Current Calendar Year)	13,667.4	56.1		
Tier 1 Current Month Deliveries	1,957.4			
Capacity Charge			7/7/2011	43.4

INVOICE TOTAL

Volume AF	Amount Now Due
1,957.4	\$1,803,767.62

Note: Amount Due is based on highlighted fields

OK to pay
David W. Pedersen
 9/8/15

PAID
Wired @ 10/30/15 SC
 Approved for Payment
David W. Pedersen 09/10/15
 David W. Pedersen, P.E.

Batch Number - 240434

Bank Account - 00146607 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
71027	10/27/15	1845	AAA BACKFLOW DEVICE TESTING, INC.	MAR15 TESTING	PV	142109	001	00701	3,050.00	B15-0392
71028	10/27/15	2387	AMERRAY HYDRAULICS CORP	MAR15 TESTING	PV	142109	002	00701	1,875.00	B15-0392
				Payment Amount				4,925.00		
				CPLGS, NPLS & INSERTS	PV	142110	001	00701	1,732.95	42616
				50.3/8" SS INSERTS	PV	142111	001	00701	990.18	42728
				Payment Amount				2,723.13		
71029	10/27/15	2959	AT&T	SRV 10/7~11/6/15	PV	142095	001	00101	33.28	0124/100715
				SRV 10/7~11/6/15	PV	142096	001	00101	67.57	0123/100715
				SRV 10/7~11/6/15	PV	142097	001	00101	202.30	2045/100715
				SRV 10/7~11/6/15	PV	142098	001	00101	408.66	2043/100715
				SRV 10/7~11/8/15	PV	142099	001	00130	101.15	2220/100715
				SRV 10/7~11/8/15	PV	142100	001	00701	117.66	7719/100715
				SRV 10/7~11/8/15	PV	142101	001	00701	117.66	7720/100715
				SRV 10/7~11/8/15	PV	142102	001	00701	85.77	7721/100715
				Payment Amount				1,134.05		
71030	10/27/15	2425	BANK OF AMERICA	VISA CHG-F&A-SEP'15	PV	142079	001	00301	116.43	3071/100715
				VISA CHG-F&A-SEP'15	PV	142079	002	00301	150.00	3071/100715
				VISA CHG-F&A-SEP'15	PV	142079	003	00301	62.26	3071/100715
				VISA CHG-F&A-SEP'15	PV	142079	004	00301	35.00	3071/100715

Batch Number - 240434
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		
				VISA	PV	142079	005 00301	35.00	3071/100715
				CHG-F&A-SEP'15					
				5					
				VISA	PV	142079	006 00301	35.00	3071/100715
				CHG-F&A-SEP'15					
				5					
				VISA CHG-OPS	PV	142080	001 00751	295.62	2248/100715
				ADMIN-SEP'15					
				VISA CHG-OPS	PV	142080	002 00751	485.08	2248/100715
				ADMIN-SEP'15					
				VISA CHG-OPS	PV	142080	003 00751	18.51	2248/100715
				ADMIN-SEP'15					
				VISA CHG-OPS	PV	142080	004 00751	142.67	2248/100715
				ADMIN-SEP'15					
				VISA CHG-OPS	PV	142080	005 00751	26.05	2248/100715
				ADMIN-SEP'15					
				VISA CHG-F&A	PV	142081	001 00701	240.62	9885/100715
				N2-SEP'15					
				VISA CHG-R	PV	142082	001 00101	48.80	4847/100715
				CNSRV-SEP'15					
				VISA CHG-R	PV	142083	001 00701	5.36	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	002 00701	16.01	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	003 00701	64.45	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	004 00701	37.07	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	005 00701	45.00	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	006 00701	45.00	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	007 00701	45.00	3954/100715
				CNSRV					
				N1-SEP'15					

Batch Number - 240434
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
				VISA CHG-R	PV	142083	006 00701	45.00	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	009 00701	45.00	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	010 00701	227.75	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	011 00701	45.71	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA CHG-R	PV	142083	012 00701	321.78	3954/100715
				CNSRV					
				N1-SEP'15					
				VISA	PV	142084	001 00701	418.97	6218/100715
				CHG-ENG-SEP1					
				5					
				VISA	PD	142085	001 00701	291.38	7941/100715
				CHG-GUZMAN-SE					
				P'15					
				VISA	PV	142086	001 00701	1,557.05	2209/100715
				CHG-LIPPMAN-S					
				EP'15					
				VISA	PV	142087	001 00751	782.04	8721/100715
				CHG-RANCHO-SE					
				P'15					
				VISA	PV	142088	001 00701	39.16	2698/100715
				CHG-TAPIA-SEP					
				'15					
				VISA	PV	142088	002 00701	630.00	2698/100715
				CHG-TAPIA-SEP					
				'15					
				VISA	PV	142088	003 00701	141.66	2698/100715
				CHG-TAPIA-SEP					
				'15					
				VISA	PV	142088	004 00701	276.90	2698/100715
				CHG-TAPIA-SEP					
				'15					
				VISA CHG-WTR	PV	142089	001 00101	412.38	3713/100715
				DIST					

Batch Number - 240434
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Slub Message	Document . . .	Key	Amount	Invoice Number
Ty	Number	itm	Co					
				M1-SEP'15				
				VISA	PV 142090	001 00701	466.50	0271/100715
				CHG-PATTERSON -SEP'15				
				VISA	PV 142091	001 00701	127.42	2808/100715
				CHG-PEDERSEN- SEP'15				
				VISA	PV 142092	001 00701	156.89	0663/100715
				CHG-PETERSON- SEP'15				
				VISA	PV 142093	001 00701	740.00	7961/100715
				CHG-POLAN-SEP '15				
				VISA	PV 142094	001 00751	407.66	7431/100715
				CHG-WSTLK-SEP '15				
				VISA	PV 142094	002 00751	338.12	7431/100715
				CHG-WSTLK-SEP '15				
				VISA	PV 142094	003 00751	25.00	7431/100715
				CHG-WSTLK-SEP '15				
				VISA	PV 142094	004 00751	479.93	7431/100715
				CHG-WSTLK-SEP '15				
				VISA	PV 142094	005 00751	15.67	7431/100715
				CHG-WSTLK-SEP '15				
				VISA	PV 142121	001 00751	12.40	1302/100715
				CHG-MAINT-SEP '15				
				VISA	PV 142121	002 00751	150.84	1302/100715
				CHG-MAINT-SEP '15				
				VISA	PV 142121	003 00751	559.00	1302/100715
				CHG-MAINT-SEP '15				
				VISA	PV 142121	004 00751	121.55	1302/100715
				CHG-MAINT-SEP '15				
				VISA	PV 142121	005 00751	355.55	1302/100715

Batch Number - 240434
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Key Lim Co	Amount	Invoice Number
				CHG-MAINT-SEP					
				'15					
				VISA	PV	142121	006 00751	81.29	1302/100715
				CHG-MAINT-SEP					
				'15					
				VISA	PV	142121	007 00751	565.56	1302/100715
				CHG-MAINT-SEP					
				'15					
				VISA	PV	142121	008 00751	203.98	1302/100715
				CHG-MAINT-SEP					
				'15					
				VISA	PV	142121	009 00751	118.86	1302/100715
				CHG-MAINT-SEP					
				'15					
				VISA	PV	142121	010 00751	239.00	1302/100715
				CHG-MAINT-SEP					
				'15					
				VISA	PV	142121	011 00751	593.71	1302/100715
				CHG-MAINT-SEP					
				'15					
				VISA	PV	142121	012 00751	438.63	1302/100715
				CHG-MAINT-SEP					
				'15					
				VISA	PV	142122	001 00751	257.53	7366/100715
				CHG-OPS-SEP'1					
				5					
				VISA	PV	142122	002 00751	84.25	7366/100715
				CHG-OPS-SEP'1					
				5					
				VISA	PV	142122	003 00751	479.93	7366/100715
				CHG-OPS-SEP'1					
				5					
				VISA	PV	142122	004 00751	121.40	7366/100715
				CHG-OPS-SEP'1					
				5					
				VISA	PV	142122	005 00751	54.06	7366/100715
				CHG-OPS-SEP'1					
				5					
				VISA	PV	142122	006 00751	99.76	7366/100715
				CHG-OPS-SEP'1					
				5					

Batch Number - 240434

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Slub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
71031	10/27/15	18906	COAST TO COAST COMPUTER PRODUCTS	VISA CHG-OPS-SEP1 5	PV	142122	007	00751	407.79	7366/100715
				Payment Amount					14,503.41	
				14 HP TONR CARTRDGS	PV	142108	001	00701	1,790.53	A1392584
				VISA CHG-WTR DIST N2-SEP'15	PV	142123	001	00101	203.18	8102/100715
				Payment Amount					1,790.53	
71032	10/27/15	2553	COASTAL PIPCO	PVC CPLG, ELL, CAP&CMT	PV	142106	001	00701	182.73	S1884563.001
				Payment Amount					1,790.53	
				FREIGHT	PV	142106	010	00701	10.00	S1884563.001
				DISCOUNT-PVC CPLG, ELL,CAP&CMT	PD	142107	001	00101	3.35-	S1884563.001
				Payment Amount					189.38	
71033	10/27/15	17205	ELLIS PAINT COMPANY	4 SFTY YELLOW PAINT	PV	142112	001	00701	588.05	001015
				Payment Amount					588.05	
71034	10/27/15	2658	FEDERAL EXPRESS CORP	2 PKGS DEL 10/8&10/14/15	PV	142105	001	00701	140.29	5-193-65865
				Payment Amount					558.05	
71035	10/27/15	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	JED SMITH P/S 9/8-10/7/15	PV	142118	001	00101	23.36	0254/101415
				Payment Amount					140.29	
				L/S#2 9/9-10/8/15	PV	142119	001	00130	23.36	0570/101415
				Payment Amount					23.36	
				L/S#1 9/9-10/8/15	PV	142120	001	00130	23.36	1775/101415
				Payment Amount					70.08	
71036	10/27/15	2814	MCMMASTER-CARR SUPPLY CO	SS FITTINGS (5) PRIVACY	PV	142104	001	00751	218.78	40582114
				Payment Amount					670.72	40901227

Las Virgenes Municipal Water
AP Auto Payment Register

R04576
Batch Number - 240434
Bank Account - 00146807 Cash-General

Payment . . . Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . . Number	Key Item Co	Amount	Invoice Number
				STRIPS					
				FREIGHT	PV	142113	003 00701	47.24	40901227
			All Payee 3197 MC MASTER-CARR P. O. BOX 7680 CHICAGO IL 60680-7690						
				Payment Amount				936.74	
71037	10/27/15	8752	SIMPLEXGRINNE LL LP	SRV	PV	142103	001 00701	571.00	81816537
				CALL@10/8/15					
				Payment Amount				571.00	
71038	10/27/15	19524	XYLEM WATER SOLUTIONS USA, INC	6 SIMPLEX PUMPS	PV	142114	001 00701	3,302.05	3556863049
				2 SIMPLEX PUMPS	PV	142115	001 00701	1,100.68	3556862386
				MNTG BROCKT KITS&HOOKS	PV	142116	001 00701	542.82	3556862385
				FREIGHT	PV	142117	001 00701	211.00	3556862387
			All Payee 19683 XYLEM WATER SOLUTIONS USA, INC. 26717 NETWORK PLACE CHICAGO IL 60873-1267						
				Payment Amount				5,156.55	
				Total Amount of Payments Written				32,698.21	
				Total Number of Payments Written				12	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Number	Key	Amount	Invoice Number
71039	11/03/15	3077	AIRGAS USA, LLC	10/15 CYLDR RENT	PV	142243	001 00701	773.85	9930581380
Alt Payee 6658 AIRGAS USA, LLC P. O. BOX 7423 PASADENA CA 91109-7423									
71040	11/03/15	18563	ALTURA PAINT CENTER, INC	Payment Amount 5 GAL DUNES TAN PAINT	PV	142287	001 00701	649.50	1-23184
71041	11/03/15	18647	AMTECH ELEVATOR SERVICES	Payment Amount 11/1/15-1/31/16 ELEV MAINT	PV	142241	001 00701	755.30	DVA09741B15
71042	11/03/15	18955	ARGO CHEMICAL INC.	Payment Amount 31,100 GAL AQUA AMMONIUM	PV	142254	001 00701	5,067.90	1510027
71043	11/03/15	2869	AT&T	Payment Amount SRV 10/20-11/19/15	PV	142277	001 00101	88.66	2150/102015
				SRV 10/14-11/13/15	PV	142276	001 00751	88.67	4860/101415
				SRV 10/14-11/13/15	PV	142279	001 00701	88.67	4639/101415
71044	11/03/15	7965	B&B PALLET CO.	Payment Amount 55 YDS WOOD CHIPS	PV	142182	001 00701	638.00	114058
				55 YDS WOOD CHIPS	PV	142183	001 00701	638.00	114060
				55 YDS WOOD CHIPS	PV	142184	001 00701	638.00	681335
				55 YDS WOOD CHIPS	PV	142185	001 00701	638.00	681336
				55 YDS WOOD CHIPS	PV	142186	001 00701	638.00	114081
				55 YDS WOOD CHIPS	PV	142187	001 00701	638.00	114062

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key	Amount	Invoice Number
				55 YDS WOOD	PV	142188	001 00701	638.00	114063
				CHIPS					
				125 YDS WOOD	PV	142190	001 00701	1,450.00	114126
				CHIPS					
				Payment Amount			5,916.00		
71045	11/03/15	5405	CALOLYMPIC SAFETY	SAFETY PRODUCTS	PV	142288	001 00701	1,040.91	344448-1
				Payment Amount			1,040.91		
71048	11/03/15	15145	MARY CAPP	REIMB EXP-CSDA BRD	PV	142311	001 00701	150.09	102015
				CLRK TRNG					
				Payment Amount			150.09		
71047	11/03/15	18932	CDW GOVERNMENT	MS SURFACE PRO	PV	142232	001 00701	380.60	ZQ71935
				MS SRF PRO 4					
				YR WRTY					
				MICROSOFT ASSURANCE					
				MICROSOFT ASSURANCE					
				MICROSOFT ASSURANCE					
				MICROSOFT ASSURANCE					
				MS ARC KB					
				2365736					
				Payment Amount			3,047.99		
71048	11/03/15	19122	CENTER-LINE CONCRETE CUTTING COMPANY	3 CORE DRILL@CORNEL L P/S	PV	142283	001 00701	585.00	5362
				Payment Amount			585.00		
71049	11/03/15	16234	CENTRAL CALIF. FLUID SYSTEM TECH (CCFST)	SS WALL TUBING	PV	142286	001 00701	210.15	488629
				SS WALL TUBING					
				Payment Amount			280.15		

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
71050	11/03/15	18850	CHEMTREAT, INC.	OCT-15 WTR TRMT	PV	142263	001 00701	562.71	1986478
				Payment Amount				562.71	
71051	11/03/15	15517	COLLINS EQUIPMENT REPAIR	HYDRAULIC LEAK RPR	PV	142262	001 00701	1,069.50	1871
				Payment Amount				1,069.50	
71052	11/03/15	4586	CONSOLIDATED ELECTRICAL DISTRIBUTORS	EMER EXIT SIGN GRN	PV	142282	001 00701	27.76	9009-723253
				Payment Amount				27.76	
71053	11/03/15	11330	DIAL SECURITY	10/10-10/15/1 5 DRGHT ENFRGMT	PV	142237	001 00701	2,144.00	259951
				Payment Amount				2,144.00	
71054	11/03/15	17362	JAN DOUGALL	REIMB EXP-BIOASSMT WKSHP 10/19	PV	142309	001 00751	375.79	102115
				Payment Amount				375.79	
71055	11/03/15	2638	ENVIRONMENTAL RESOURCE ASSOC	PERF EVAL STNDRDS	PV	142281	001 00701	560.27	770120
				Payment Amount				560.27	
71056	11/03/15	8173	EXCEL PRINT RESOURCES	5,000 ENVELOPES	PV	142280	001 00701	277.95	2384
				Payment Amount				277.95	
71057	11/03/15	2654	FAMCON PIPE	6" BKFLW BYPSS MTR&VLV STTR	PV	142255	001 00701	3,030.20	173447
				Payment Amount				3,030.20	
71058	11/03/15	2650	FISHER SCIENTIFIC	2 PH TESTR OAKTON 4 BT STERILITY TESTS	PV	142257	001 00701	310.48	4625672
				Payment Amount				310.48	
71059	11/03/15	6770	G.I.	9/28-10/15/15	PV	142264	001 00701	683.38	2746811-0283-
				Payment Amount				683.38	

Las Virgenes Municipal Water
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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Doc. Number	Key	Amount	Invoice Number
INDUSTRIES SHOP DISP								
All Payee								
		6771	G.I. INDUSTRIES P. O. BOX 541065 LOS ANGELES CA 90054-1065					
				Payment Amount		683.36		
71060	11/03/15	18175	GOLD COAST ENVIRONMENTAL	KROHNE ENVROMG 2000 FLW MTR	PV 142258	001 00701	4,849.08	11259
				KROHNE ENVROMG 2000 FLW MTR	PV 142259	002 00701	61.02	11259
				Payment Amount		4,910.10		
71061	11/03/15	2727	IDEXX LABORATORIES	2 COLILERT MEDIA FREIGHT	PV 142285	001 00701	1,912.75	293798652
				Payment Amount		13.01		
All Payee								
		6447	IDEXX LABORATORIES P. O. BOX 101327 ATLANTA GA 30392-1327					
				Payment Amount		1,925.76		
71062	11/03/15	16775	JRS ENVIRONMENTAL SERVICES	REFURBISH ISCO SMPLR CNTRLR	PV 142256	001 00701	815.00	0135
				Payment Amount		815.00		
71063	11/03/15	19572	KURZ INSTRUMENTS C/O PATTEN SYSTEMS	6" WET GAS FLW MTR	PV 142261	001 00701	5,264.70	75193
				6" WET GAS FLW MTR	PV 142261	002 00701	66.49	75193
All Payee								
		19573	KURZ INSTRUMENTS 2411 GARDEN ROAD MONTEREY CA 93940					
				Payment Amount		5,331.19		
71064	11/03/15	2611	LA DWP	RECTIFIER 9/22-10/22/15	PV 142191	001 00101	40.97	557160/102315
				Payment Amount		40.97		
71065	11/03/15	20032	LABOR READY SOUTHWEST, INC	W/E 10/23/15 TEMPS-2	PV 142321	001 00701	1,610.02	20257618
				Payment Amount		1,610.02		

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Payment Number	Payment Date	Address Number	Name	Payment Slub Message	TY	Document Number	Key	Item	Co	Amount	Invoice Number
71065	11/03/15	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	TAPIA 9/14-10/12/15	PV	142124	001 00751	001	00751	202.14	1760/102115
				RLV 9/14-10/12/15	PV	142125	001 00751	001	00751	159.10	2090/102115
				RLV FARM 9/14-10/12/15	PV	142126	001 00751	001	00751	64.83	2080/102115
				BLDG#1 9/14-10/12/15	PV	142127	001 00101	001	00101	213.38	2620/102115
				BLDG#8 9/14-10/12/15	PV	142128	001 00701	001	00701	218.00	2647/102115
				BLDG#8 FIRE PRT 9/14-10/12/15	PV	142129	001 00701	001	00701	7.50	2650/102115
				BLDG#7 FIRE PRT 9/14-10/12/15	PV	142130	001 00701	001	00701	7.50	2654/102115
				BLDG#7 9/14-10/12/15	PV	142131	001 00701	001	00701	436.22	2656/102115
				BLDG#2 9/14-10/12/15	PV	142132	001 00701	001	00701	262.28	2658/102115
				Payment Amount 9/14-10/12/15						1,570.95	
71057	11/03/15	3483	DAVID LIPPMAN	CELL PHN EXP 9/4-10/3/15	PV	142312	001 00701	001	00701	93.87	7898/100315
				Payment Amount						93.87	
71058	11/03/15	17295	MAILFINANCE	PSTG MCHN 10/9-11/8/15	PV	142199	001 00701	001	00701	221.98	N5564658
				PROPERTY TAX RECOVERY	PV	142200	001 00701	001	00701	153.24	P5576935
				Payment Amount						375.22	
71059	11/03/15	2814	MCMaster-CARR SUPPLY CO	HIGH TEMP PAINT&PRIMER	PV	142239	001 00701	001	00701	524.52	40979008
				FREIGHT	PV	142239	003 00701	003	00701	9.54	40979006
				8' PRIVACY STRIPS	PV	142240	001 00701	001	00701	121.94	41086043
				FREIGHT	PV	142240	002 00701	002	00701	7.68	41088043

All Payee 3197 MC MASTER-CARR
P. O. BOX 7690
CHICAGO IL 60680-7690

Las Virgenes Municipal Water
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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Lim Co	Amount	Invoice Number
71070	11/03/15	2839	MOTION INDUSTRIES, INC.	(3) 1 5/8 BUSHING QD	PV	142194	001 00701	65.26	CA22-596886
				(4) U-JOINT CPLGS	PV	142195	001 00701	333.47	CA22-597390
				(4) U-JOINT CPLGS	PV	142196	001 00751	443.06	CA22-597390
				ROL BRG&HI	PV	142197	001 00751	1,523.55	CA22-596944
				PWR V-BELTS					
			Alt Payee 10317 MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074						
71071	11/03/15	16754	NATURAL SURROUNDINGS	OCT15 FLORAL MAINT	PV	142201	001 00701	235.00	6386
71072	11/03/15	16687	NEWBURY PARK TREE SERVICE, INC.	TREE TRIMMING@10/6 /15	PV	142134	001 00751	275.00	10499
				TREE TRIMMING@10/6 /15	PV	142134	002 00751	175.00	10499
				TREE TRIMMING@10/6 /15	PV	142134	003 00751	375.00	10499
71073	11/03/15	3453	OBERLIN FILTER COMPANY	2 OPF-24 CONVEYR BELTS	PV	142238	001 00701	2,578.94	44511
71074	11/03/15	17860	SHERRI PANIAGUA	FREIGHT REIMB EXP-CALPELRA CONF 10/19	PV	142238	002 00701	23.77	44511
				REIMB EXP-CALPELRA CONF 10/19	PV	142310	001 00701	271.83	102315
71075	11/03/15	19164	DONALD PATTERSON	REIMB EXP-BOND BUYRS CONF	PV	142322	001 00701	214.04	102315
				Payment Amount				214.04	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key	Amount	Invoice Number
71076	11/03/15	17334	QAIR CALIFORNIA	CHEMLUBE 5 GAL PAIL	PV	142135	001 00701	348.80	44976
				CHEMLUBE 5 GAL PAIL	PV	142135	002 00701	29.45	44976
				Payment Amount			378.25		
71077	11/03/15	6940	SECTRAN SECURITY, INC.	OCT*15 COURIER SRV	PV	142198	001 00701	302.10	15100619
				Payment Amount			302.10		
71078	11/03/15	2958	SOUTHERN CALIFORNIA GAS CO	CONDUIT 8/20-10/19/15	PV	142192	001 00101	29.59	8400/102615
				Payment Amount			29.59		
71079	11/03/15	3789	T & T TRUCK & CRANE SERVICE	40 TON HYDRAULIC CRANE@TAPIA	PV	142133	001 00751	390.00	0122576-IN
				Payment Amount			390.00		
Total Amount of Payments Written								52,739.58	
Total Number of Payments Written								41	

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Payment Number	Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
71080	11/10/15	18446	AAA BACKFLOW DEVICE TESTING, INC.	8/6/15 TSTG POTBL WTR	PV	142293	001 00701	125.00	B15-0568
<p>Payment Amount</p> <p>125.00</p>									
71081	11/10/15	19289	ACC BUSINESS	SCADA MPLS LINES	PV	142313	001 00130	480.81	152869719
<p>9/11-10/10/15</p>									
<p>SCADA MPLS</p> <p>LINES</p>									
<p>9/11-10/10/15</p>									
<p>SCADA MPLS</p> <p>LINES</p>									
<p>9/11-10/10/15</p>									
<p>SCADA MPLS</p> <p>LINES</p>									
<p>9/11-10/10/15</p>									
<p>SCADA MPLS</p> <p>LINES</p>									
<p>9/11-10/10/15</p>									
<p>SCADA MPLS</p> <p>LINES</p>									
<p>9/11-10/10/15</p>									
<p>INTERNET</p> <p>LINES</p>									
<p>9/11-10/10/15</p>									
<p>AD-WTR RATE</p> <p>HEARG</p>									
<p>10/26/15</p>									
<p>Payment Amount</p> <p>3,434.71</p>									
71082	11/10/15	2317	ACORN NEWSPAPER	AD-WTR RATE HEARG	PV	142146	001 00701	39.00	M-0555
<p>Payment Amount</p> <p>39.00</p>									
71083	11/10/15	3077	AIRGAS USA, LLC	GLVS,SNTZR,ER MF&CLRS	PV	142291	001 00701	1,412.51	9044509427
<p>25 SLVR SOLDR</p> <p>RODS</p>									
<p>Payment Amount</p> <p>799.73</p>									
<p>Alt Payee 6658 AIRGAS USA, LLC</p> <p>P. O. BOX 7423</p> <p>PASADENA CA 91105-7423</p>									
71084	11/10/15	3745	EDWARD J. ALLEN	RFND BAL - CLOSED A/C	PV	142244	001 00101	212.63	250302
<p>Payment Amount</p> <p>2,212.24</p>									
<p>RFND BAL -</p> <p>CLOSED A/C</p>									
<p>Payment Amount</p> <p>212.63</p>									
71085	11/10/15	20069	TIMOTHY ALLRED	RFND BAL - CLOSED A/C	PV	142364	001 00101	43.19	601417
<p>RFND BAL -</p> <p>CLOSED A/C</p>									
<p>Payment Amount</p> <p>248.44</p>									

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Payment Number	Payment Date	Address Number	Name	Payment Slub Message	Document . . .	Ty	Number	Key	Lim	Co	Amount	Invoice Number
CLOSED A/C												
				Payment Amount							291.63	
71086	11/10/15	20070	ERICALTER	RFND BAL -	142365	PV	142365	001	00101		4.65	270014
CLOSED A/C												
				Payment Amount							4.65	
71087	11/10/15	20071	JOSEPH AMIRIAN	RFND BAL -	142366	PV	142366	001	00101		4.79	2130680
CLOSED A/C												
				Payment Amount							4.79	
71088	11/10/15	2397	AQUATIC BIOASSAY & CONSULTING	9/15 CHRONIC BIOASSAYS	142294	PV	142294	001	00701		810.00	LVS1015.0996
Payment Amount												
											810.00	
71089	11/10/15	5625	ASSOC. OF WATER AGENCIES OF VENTURA CO	WTRWS BRKFST MTG@10/15/15	142210	PV	142210	001	00701		200.00	06-8407
Payment Amount												
											200.00	
71090	11/10/15	20072	PHILP ATWELL	RFND BAL -	142367	PV	142367	001	00101		49.25	752400
CLOSED A/C												
				Payment Amount							49.25	
71091	11/10/15	20073	DAVID AUERBACH	RFND BAL -	142368	PV	142368	001	00101		12.85	1100256
CLOSED A/C												
				Payment Amount							12.85	
71092	11/10/15	7770	AUTOMATIONDIR ECT.COM	RELAYS & SKCTS	142289	PV	142289	001	00701		403.50	6497173
Payment Amount												
											403.50	
71093	11/10/15	7965	B&B PALLET CO.	55 YDS WOOD CHIPS	142224	PV	142224	001	00701		638.00	114084
Payment Amount												
											638.00	
				55 YDS WOOD CHIPS	142225	PV	142225	001	00701		638.00	114065
				55 YDS WOOD CHIPS	142226	PV	142226	001	00701		638.00	114122
				55 YDS WOOD CHIPS	142227	PV	142227	001	00701		638.00	114124
				55 YDS WOOD CHIPS	142228	PV	142228	001	00701		638.00	114125
				55 YDS WOOD CHIPS	142229	PV	142229	001	00701		638.00	114127
				55 YDS WOOD CHIPS	142230	PV	142230	001	00701		638.00	114128
Payment Amount											4,466.00	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
71094	11/10/15	20074	JOE BAGWELL	RFND BAL - CLOSED A/C	PV	142369	001	00101	54.02	354520
				Payment Amount					54.02	
71095	11/10/15	20063	STEVEN BARDWIL	RFND BAL - CLOSED A/C	PV	142374	001	00101	6.32	031145
				Payment Amount					6.32	
71096	11/10/15	20075	SONYA BROTHERS	RFND BAL - CLOSED A/C	PV	142370	001	00101	67.79	610275
				Payment Amount					67.79	
71097	11/10/15	19666	CALIFORNIA ENVIRONMENTAL CONTROLS, INC	CENTRIFUGAL PUMP	PV	142265	001	00701	10,010.56	3311
				Payment Amount					10,010.56	
71098	11/10/15	19541	CALIFORNIA UNITED BANK	RTN#18-5 MG TNK	PV	142142	001	00301	2,937.89	10476/RTN#18
				Payment Amount					2,937.89	
71099	11/10/15	18992	CDW GOVERNMENT	HP 400 PRNTR	PV	142231	001	00701	450.17	ZV22456
				Payment Amount					450.17	
				WALL MNT ENCL	PV	142290	001	00701	321.55	ZT76380
				Payment Amount					321.55	
			All Payee 19010 CDW GOVERNMENT 75 REMITTANCE DR., SUITE 1515 CHICAGO IL 60675-1515							
				Payment Amount					771.72	
71100	11/10/15	20064	CENTURY NATIONAL PROPERTIES INC.	RFND BAL - CLOSED A/C	PV	142375	001	00101	291.97	053269
				Payment Amount					291.97	
71101	11/10/15	20034	AHMAD CHAKUR	TURF RMVL REBATE	PV	142149	001	00101	3,390.00	260272
				Payment Amount					3,390.00	
71102	11/10/15	20076	KIRK CHAMBERLIN	RFND BAL - CLOSED A/C	PV	142371	001	00101	32.86	230136
				Payment Amount					32.86	
71103	11/10/15	18660	CHEMTREAT, INC.	24 HTG LOOP HI TEMP FLTRS FREIGHT	PV	142222	001	00701	288.02	1996089
				Payment Amount					288.02	
71104	11/10/15	19270	COMMUNICATION S RELAY, LLC	11/15 SITE RNTL	PV	142318	001	00701	900.00	55734
				Payment Amount					900.00	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
71105	11/10/15	20077	ADRIANA COPELAND	RFND BAL - CLOSED A/C	PV	142372	001	00101		86.77	490824
				Payment Amount						900.00	
71106	11/10/15	2605	DELTA PACIFIC INDUSTRIES	WINDSHLD WASHR FLUID	PV	142320	001	00701		499.22	3999
				Payment Amount						86.77	
71107	11/10/15	20078	MAGGIE DERMINASSIAN	RFND BAL - CLOSED A/C	PV	142373	001	00101		4.78	2160418
				Payment Amount						499.22	
71108	11/10/15	20079	STACEY DORENFELD	RFND BAL - CLOSED A/C	PV	142354	001	00101		976.85	602480
				Payment Amount						4.78	
71109	11/10/15	20044	CHRISTY FAHERTY	TURF RMVL REBATE	PV	142161	001	00101		3,140.00	681000
				Payment Amount						876.85	
71110	11/10/15	2654	FAMCON PIPE	PLUGS,NPLS,PI PE,SLVS&CPLGS NIPPLES&SLEEVE	PV	142297	001	00701		1,923.58	173455
				Payment Amount						3,140.00	
71111	11/10/15	20090	MOHSEN FARRY	RFND BAL - CLOSED A/C	PV	142355	001	00101		25.23	2180408
				Payment Amount						2,057.65	
71112	11/10/15	18815	FASTENAL COMPANY	TAPIA RESTOCK BOLT BINS	PV	142270	001	00701		667.07	CACHA19964
				Payment Amount						25.23	
71113	11/10/15	20092	PAUL FLASHNER	RFND BAL - CLOSED A/C	PV	142357	001	00101		6.37	1140568
				Payment Amount						667.07	
71114	11/10/15	20052	DAVID FOGG	TURF RMVL REBATE	PV	142172	001	00101		2,686.00	250182
				Payment Amount						6.37	
71115	11/10/15	19873	ROBERT FORD	RFND BAL - CLOSED A/C	PV	142250	001	00101		45.21	612095/2
				Payment Amount						2,686.00	
71116	11/10/15	20081	DARIN FOSTER	RFND BAL -	PV	142356	001	00101		7.10	560601
				Payment Amount						45.21	

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CLOSED A/C									
71117	11/10/15	20085	JON FRENCH	Payment Amount	PV	142376	001 00101	7.10	063275
				RFND BAL -				193.96	
CLOSED A/C									
71118	11/10/15	20083	LYNN FRIEDMAN	Payment Amount	PV	142358	001 00101	3.48	540172
				RFND BAL -				193.96	
CLOSED A/C									
71119	11/10/15	20084	SARA GANJI	Payment Amount	PV	142359	001 00101	15.34	530600
				RFND BAL -				3.48	
CLOSED A/C									
71120	11/10/15	20085	DEBRA GIBSON	Payment Amount	PV	142150	001 00101	4,994.00	200562
				TURF RMVL				15.34	
REBATE									
71121	11/10/15	20083	MIKE GOODWIN	Payment Amount	PV	142173	001 00101	480.00	260434
				TURF RMVL				4,994.00	
REBATE									
71122	11/10/15	20085	ELISA HAMED	Payment Amount	PV	142360	001 00101	3.92	790390
				RFND BAL -				480.00	
CLOSED A/C									
71123	11/10/15	20086	EDMOND HIRONIAN	Payment Amount	PV	142361	001 00101	134.73	2200035
				RFND BAL -				3.92	
CLOSED A/C									
71124	11/10/15	20087	TOM HARPER	Payment Amount	PV	142362	001 00101	550.91	611475
				RFND BAL -				134.73	
CLOSED A/C									
71125	11/10/15	9213	ROSS HASHEMI	Payment Amount	PV	142169	001 00101	2,554.00	620126
				TURF RMVL				550.91	
REBATE									
71126	11/10/15	20045	ROBERT HATHCOCK JR.	Payment Amount	PV	142162	001 00101	1,760.00	640358
				TURF RMVL				2,554.00	
REBATE									
71127	11/10/15	20088	RICHARD HERNANDEZ	Payment Amount	PV	142363	001 00101	7.11	611895
				RFND BAL -				1,760.00	
CLOSED A/C									
71128	11/10/15	16207	PETER HEUMANN	Payment Amount	PV	142170	001 00101	5,444.00	560318
				TURF RMVL				7.11	
REBATE									
71129	11/10/15	20089	STEVEN HEVER	Payment Amount	PV	142344	001 00101	4.41	1130612
				RFND BAL -				5,444.00	
CLOSED A/C									
				Payment Amount				4.41	

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71130	11/10/15	17130	KYLE HIMSL	TURF RMVL	PV	142171	001	00701	4,542.00	1020162
				REBATE						
				Payment Amount					4,542.00	
71131	11/10/15	19375	MICHAEL HOFFERTH	TURF RMVL	PV	142160	001	00101	1,874.00	640416TURF2
				REBATE						
				Payment Amount					1,874.00	
71132	11/10/15	15410	HARVEY HOFFMAN	TURF RMVL	PV	142159	001	00101	1,944.00	690718
				REBATE						
				Payment Amount					1,944.00	
71133	11/10/15	19784	JUNE HOLMWOOD	RFND BAL -	PV	142249	001	00101	7.39	580288/2
				CLOSED A/C						
				Payment Amount					7.39	
71134	11/10/15	20090	SIMON HOTCHIN	RFND BAL -	PV	142345	001	00101	28.04	1020428
				CLOSED A/C						
				Payment Amount					28.04	
71135	11/10/15	20096	ANNETTE HUGHES	TURF RMVL	PV	142151	001	00101	2,224.00	600835
				REBATE						
				Payment Amount					2,224.00	
71136	11/10/15	20046	CHERINGLE	TURF RMVL	PV	142163	001	00101	2,338.00	341408
				REBATE						
				Payment Amount					2,338.00	
71137	11/10/15	4144	INTERSTATE BATTERY SYSTEMS	VEH#803 BATTERY	PV	142275	001	00701	112.43	51038002
				REBATE						
				Payment Amount					112.43	
71138	11/10/15	16994	INTERSTATE PLASTICS	20 TIVAR 88 SHEETS	PV	142271	001	00701	12,273.40	777832
				20 TIVAR 88 SHEETS						
				Payment Amount					12,273.40	
71139	11/10/15	20054	TED IZEN	TURF RMVL	PV	142174	001	00101	3,172.00	200112
				REBATE						
				Payment Amount					3,172.00	
71140	11/10/15	20091	TANYA JACOBS	RFND BAL -	PV	142346	001	00101	64.40	2201050
				CLOSED A/C						
				Payment Amount					64.40	
71141	11/10/15	3083	JCI JONES CHEMICALS, INC	4,835 GAL HYPOCHLORITE	PV	142212	001	00701	2,833.57	671013
				REBATE						
				Payment Amount					2,833.57	
				4,865 GAL HYPOCHLORITE						
				Payment Amount					2,851.15	

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			4.085 GAL	PV	142214	001 00701	5,433.05	670917
			BISULFITE					
			4.877 GAL	PV	142223	001 00701	2,858.19	671988
			HYPOCHLORITE					
	Alt Payee	JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877						
			Payment Amount				13,975.96	
71142	11/10/15	20047 PHILIP KAY	TURF RMVL	PV	142164	001 00101	2,140.00	170778
			REBATE					
			Payment Amount				2,140.00	
71143	11/10/15	20066 LEE M KELLER	RFND BAL -	PV	142377	001 00101	6.16	009152
			CLOSED A/C					
			Payment Amount				6.16	
71144	11/10/15	20037 MARC KERNER	TURF RMVL	PV	142152	001 00101	9,460.00	2181352
			REBATE					
			Payment Amount				9,460.00	
71145	11/10/15	20038 MEHRDAD KHORAMIAN	TURF RMVL	PV	142153	001 00101	2,602.00	230400
			REBATE					
			Payment Amount				2,602.00	
71146	11/10/15	20055 DIANA KIM	TURF RMVL	PV	142175	001 00101	3,298.00	2170796
			REBATE					
			Payment Amount				3,298.00	
71147	11/10/15	20052 SAEED KOREIE	RFND BAL -	PV	142347	001 00101	7.10	660120
			CLOSED A/C					
			Payment Amount				7.10	
71148	11/10/15	20053 DAVID KROH	RFND BAL -	PV	142348	001 00101	19.58	2171254
			CLOSED A/C					
			Payment Amount				19.58	
71149	11/10/15	3762 RICHARD LANDRY	RFND BAL -	PV	142245	001 00101	79.14	170848
			CLOSED A/C					
			Payment Amount				79.14	
71150	11/10/15	20067 JAMES LEATHAM	RFND BAL -	PV	142378	001 00101	22.72	059706
			CLOSED A/C					
			Payment Amount				22.72	
71151	11/10/15	16898 CAROLYN S. LEVIN	RFND BAL -	PV	142247	001 00101	4.78	2166700
			CLOSED A/C					
			Payment Amount				4.78	
71152	11/10/15	15924 MICHAEL LICHSTEIN	TURF RMVL	PV	142148	001 00101	1,688.00	800342
			REBATE					

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71153	11/10/15	20094	ERIK LITMANOVICH	RFND BAL -	PV	142349	001 00101	81.64	480470
				CLOSED A/C					
				Payment Amount				81.64	
71154	11/10/15	20056	STEVEN LLOYD	TURF RMVL	PV	142176	001 00101	6,000.00	750669
				REBATE					
				Payment Amount				6,000.00	
71155	11/10/15	2610	LOS ANGELES COUNTY DEPT. OF PUBLIC WORKS	5/20/15:L2015	PV	142299	001 00701	908.00	RE-PW-1510010
				01972 SIERRA CRK					0502
				Payment Amount				908.00	
71156	11/10/15	20096	COLLIN McIVER	5/7/15:L20150	PV	142300	001 00701	908.00	RE-PW-1510010
				1792 STOKES CYN					0438
				Payment Amount				908.00	
71157	11/10/15	20095	SARA MACK	RFND BAL -	PV	142351	001 00101	4.19	341316
				CLOSED A/C					
				Payment Amount				4.19	
71158	11/10/15	20057	LINETTE MAFFE	RFND BAL -	PV	142350	001 00101	5.24	230378
				CLOSED A/C					
				Payment Amount				5.24	
71159	11/10/15	20039	MICHELLE METZNER	TURF RMVL	PV	142177	001 00101	3,018.00	250338
				REBATE					
				Payment Amount				3,018.00	
71160	11/10/15	2835	MODERN TOOL CO	TURF RMVL	PV	142154	001 00101	6,000.00	601535
				REBATE					
				Payment Amount				6,000.00	
71161	11/10/15	20046	PAYMANN MOIN	4.5" STL DRV	PV	142315	001 00701	1,107.25	47531
				LINE SHAFT					
				Payment Amount				1,107.25	
71162	11/10/15	20040	CRAIG MORRIS	TURF RMVL	PV	142165	001 00101	2,238.00	630045
				REBATE					
				Payment Amount				2,238.00	
71163	11/10/15	2365	MSO TECHNOLOGIES	9/15 PLC PRGM	PV	142307	001 00701	2,027.80	5074
				MODS					
				9/15 WLK PRSSR FLT PLC	PV	142308	001 00701	280.00	5073
				Payment Amount				2,307.80	

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71164	11/10/15	20097	RICK MIUNRO	RFND BAL - CLOSED A/C	PV	142352	001 00101	11.31	150122
				Payment Amount				11.31	
71165	11/10/15	20058	AMIR NASSIRZADEH	TURF RMVL REBATE	PV	142178	001 00101	4,540.00	480664
				Payment Amount				4,540.00	
71166	11/10/15	20069	THANH NGUYEN	TURF RMVL REBATE	PV	142179	001 00101	1,332.00	780692
				Payment Amount				1,332.00	
71167	11/10/15	20098	AJAY NIRULA	RFND BAL - CLOSED A/C	PV	142353	001 00101	26.02	1150892
				Payment Amount				26.02	
71168	11/10/15	18596	NOVUSOLUTIONS	ANNL MAINT 1/16--1/17	PV	142139	001 00701	3,800.00	23847
				Payment Amount				3,800.00	
71169	11/10/15	18687	OAKRIDGE GEOSCIENCE, INC.	7/22--10/23/15 RAS P/S MANOMTR	PV	142303	001 00701	500.00	002.001-3
				Payment Amount				500.00	
71170	11/10/15	18781	VICENTE OCHOA	RFND BAL - CLOSED A/C	PV	142248	001 00101	5.53	3060920
				Payment Amount				5.53	
71171	11/10/15	2302	OFFICE DEPOT	GLUE STICKS MISC SUPPLIES TONER&PAPER USB DATA CABLE	PV	142266	001 00701	8.33	797464385002
				Payment Amount				8.33	
					PV	142267	001 00701	66.01	799108577001
					PV	142268	001 00701	1,218.23	799522915001
					PV	142269	001 00701	25.89	799523074001
				Payment Amount				1,318.46	
71172	11/10/15	20099	WEI OIAO	RFND BAL - CLOSED A/C	PV	142334	001 00101	44.13	2180366
				Payment Amount				44.13	
71173	11/10/15	15469	OLYMPIC PAINTING CO.	SRV@RLV OPS LOCKR RM DISCOUNT-SRV@ RLV OPS LOCKR RM SRV@OFFICE#20 8-BLDG#8	PV	142207	001 00701	1,200.00	10701
				Payment Amount				1,200.00	
					PD	142208	001 00751	208.00-	10701
					PV	142209	001 00701	600.00	10702
				Payment Amount				1,600.00	
71174	11/10/15	20049	SHOSHI ORINGER	TURF RMVL REBATE	PV	142166	001 00101	4,732.00	710404
				Payment Amount				4,732.00	

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71175	11/10/15	18874	PACIFIC HYDROTECH CORPORATION	PMT#18-5 MG TNK	PV	142140	001 00701	58,757.70	10476/#18
								4,732.00	
71176	11/10/15	20100	WILLIAM PALACE	RFND BAL - CLOSED A/C	PV	142335	001 00101	8.70	1150800
71177	11/10/15	20101	GEOFFREY PARKER	RFND BAL - CLOSED A/C	PV	142336	001 00101	3.43	2080720
71178	11/10/15	20050	JAMES PATHMAN	TURF RMVL REBATE	PV	142167	001 00101	2,976.00	2180476
71179	11/10/15	20041	RALPH PERETZ	TURF RMVL REBATE	PV	142156	001 00101	2,804.00	830288
71180	11/10/15	20060	JILLIAN PHAN	TURF RMVL REBATE	PV	142180	001 00101	20,124.00	3021335
71181	11/10/15	20102	LAURA PISTOTNIK	RFND BAL - CLOSED A/C	PV	142337	001 00101	12.43	2110484
71182	11/10/15	8484	PRAXAIR DISTRIBUTION, INC	10/15 CYLNDR RNTL	PV	142218	001 00701	123.93	54035188
								12.43	
								20,124.00	
								123.93	
Alt Payee	8898	PRAXAIR DISTRIBUTION INC. DEPT. LA 21511 PASADENA CA 91185-1511							
71183	11/10/15	20051	ROBERT RAZNICK	TURF RMVL REBATE	PV	142168	001 00101	6,000.00	190596
71184	11/10/15	20103	LEE REAMS	RFND BAL - CLOSED A/C	PV	142338	001 00101	17.81	2120312
71185	11/10/15	19855	RESOURCE	SEP15	PV	142317	001 00701	8,225.00	508
								17.81	

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TRENDS, INC.									
SRV									
71186	11/10/15	16859	RMC WATER AND ENVIRONMENT	8/29--9/25/15 WDLND HLLS RW	PV	142220	001 00701	51,050.74	20796
PPL									
71187	11/10/15	20088	GELAREH ROSTAMIAN	8/29--9/25/15 SEASNL STRG	PV	142221	001 00701	4,408.00	20797
Payment Amount									
								8,225.00	
71188	11/10/15	17174	ROTH STAFFING COMPANIES, LP	10/5--10/9/15 E.M.AGUILAR	PV	142204	001 00701	799.20	13191330
Payment Amount									
								22.51	
71189	11/10/15	15800	SAFEAND BEAUTIFUL TREE CO., INC.	10/12--10/16/1 5 E.M.AGUILAR	PV	142205	001 00701	799.20	13194185
Payment Amount									
								1,598.40	
71190	11/10/15	20042	SUSANNE SAGER	TREE RMVL@EQUESTRN TNK	PV	142216	001 00701	2,150.00	101915/2
Payment Amount									
								6,450.00	
71191	11/10/15	20104	ALEXEI SHARAPOV	TURF RMVL REBATE	PV	142157	001 00101	1,122.00	630486
Payment Amount									
								1,122.00	
71192	11/10/15	16586	SIERRA MONITOR CORPORATION	RFND BAL - CLOSED A/C	PV	142339	001 00101	4.94	450646
Payment Amount									
								4.94	
71193	11/10/15	20105	GARY SINISE	AMMONIA&O2 SENSORS	PV	142137	001 00701	3,667.86	0000112245
Payment Amount									
								1,079.10	
RFND BAL - CLOSED A/C									
								4,746.96	
								340.84	2200990

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71194	11/10/15	20106	ANNETTE SINKER	RFND BAL -	PV	142341	001 00101	134.62	470475
				CLOSED A/C					
				Payment Amount				340.84	
71195	11/10/15	2945	SKAUG TRUCK BODY WORKS	INSTL 11	PV	142147	001 00701	2,217.38	36805
				DRWRS-VEH#911					
				Payment Amount				2,217.38	
71196	11/10/15	20061	JILL SOBEL MESSICK	TURF RMVL	PV	142181	001 00101	3,064.00	560089
				REBATE					
				Payment Amount				3,064.00	
71197	11/10/15	2956	SOUTH COAST AIR QUALITY MGMT DIST	OP	PV	142143	001 00101	346.54	2878511
				FEE-ID#101493					
				EMISSION					
				FEE-ID#101493					
				FY15-16					
				Payment Amount				467.98	
71198	11/10/15	4440	SOUTHWEST CHLORINATION, INC.	SEP15 CHLOR	PV	142211	001 00101	1,636.30	7944
				WTR TNKS					
				Payment Amount				1,636.30	
71199	11/10/15	20107	STANFIELD & YANUCK INC.	RFND BAL -	PV	142342	001 00101	310.20	150642
				CLOSED A/C					
				Payment Amount				310.20	
71200	11/10/15	20106	HEATHER STEPHEN	RFND BAL -	PV	142343	001 00101	6.26	510586
				CLOSED A/C					
				Payment Amount				6.26	
71201	11/10/15	20106	ERIC STUCKY	RFND BAL -	PV	142323	001 00101	4.39	1100456
				CLOSED A/C					
				Payment Amount				4.39	
71202	11/10/15	20110	YIAN SUN	RFND BAL -	PV	142324	001 00101	10.94	500256
				CLOSED A/C					
				Payment Amount				10.94	
71203	11/10/15	20111	JEFFREY SWEET	RFND BAL -	PV	142325	001 00101	189.64	810346
				CLOSED A/C					
				Payment Amount				189.64	
71204	11/10/15	20043	CRAIG SZABO	TURF RMVL	PV	142158	001 00101	1,560.00	281022
				REBATE					
				Payment Amount				1,560.00	
71205	11/10/15	3789	T & T TRUCK & CRANE SERVICE	110-TN HYD	PV	142302	001 00751	2,710.75	0122804-IN
				CRANE@TAPIA					
				Payment Amount				2,710.75	

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71206	11/10/15	20112	LISA TANNER	Payment Amount	PV	142326	001	00101		4.33	250206
				RFND BAL -							
				CLOSED A/C							
				Payment Amount						4.33	
71207	11/10/15	20114	DEBRA THOMAS	RFND BAL -	PV	142328	001	00101		216.27	612075
				CLOSED A/C							
				Payment Amount						216.27	
71208	11/10/15	20113	ZENGYONG TIAN	RFND BAL -	PV	142327	001	00101		9.56	1030868
				CLOSED A/C							
				Payment Amount						9.56	
71209	11/10/15	19974	MICHAEL TOTH	RFND BAL -	PV	142251	001	00101		41.75	1000550
				CLOSED A/C							
				Payment Amount						41.75	
71210	11/10/15	19801	TRITON WATER TECHNOLOGIES OF CALIFORNIA	7/15-9/30/15 AMI SRV	PV	142219	001	00701		4,480.00	VIRGENE-003
				Payment Amount						4,480.00	
71211	11/10/15	20115	LESLIE VANDERWALL	RFND BAL -	PV	142329	001	00101		25.01	1150688
				CLOSED A/C							
				Payment Amount						25.01	
71212	11/10/15	20116	JAMES VAUGHN	RFND BAL -	PV	142330	001	00101		9.10	6500372
				CLOSED A/C							
				Payment Amount						9.10	
71213	11/10/15	16623	VELOCITY TECHNOLOGY SOLUTIONS, INC.	DEC'15 DISASTR RECVRY SRV	PV	142138	001	00701		3,114.00	309719
				Payment Amount						3,114.00	
71214	11/10/15	3662	VENTURA COUNTY TAX COLLECTOR	PROP TAX FY'15-16	PV	142145	001	00101		16.76	3354160/685-0 -051-090
				Payment Amount						16.76	
71215	11/10/15	13326	VILLA ESPERANZA SERVICES	SEP'15 LANDSCAPE SRV	PV	142206	001	00701		1,114.75	LVMWD 2015-10
				Payment Amount						1,114.75	
				SEP'15 LANDSCAPE SRV						3,096.32	LVMWD 2015-10
				SEP'15 LANDSCAPE SRV						571.93	LVMWD 2015-10
				Payment Amount						4,783.00	
71216	11/10/15	2496	VINCE BARNES	VEH#666 SVC	PV	142273	001	00701		936.17	021186

Batch Number - 240838
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Slub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
AUTOMOTIVE										
71217	11/10/15	19075	MARGES VISSEH	VEH#811 SVC Payment Amount	PV	142274	001	00701	368.00	021179
				RFND BAL - CLOSED A/C	PV	142252	001	00101	1,304.17	2130716
71218	11/10/15	3034	VORTEX INDUSTRIES	Payment Amount ROLLG DOOR RPR@10/13/15	PV	142196	001	00701	492.00	01-970370-1
71219	11/10/15	3035	VWR SCIENTIFIC	Payment Amount PH PEN&PORTBL BALANCE FREIGHT	PV	142272	001	00701	676.17	8042871416
					PV	142272	003	00701	20.17	8042871416
			All Payee	VWR INTERNATIONAL, INC P. O. BOX 640169 PITTSBURGH PA 15284-0169						
71220	11/10/15	19685	W. LITTEN INC.	Payment Amount 10/11-10/17/1 5 SRV@RLV	PV	142295	001	00701	686.34	11029
71221	11/10/15	20117	XUEHONG WANG	Payment Amount RFND BAL - CLOSED A/C	PV	142331	001	00101	3,404.85	341524
71222	11/10/15	18914	WECK LABORATORIES, INC.	Payment Amount LAB SRV@WSTLK	PV	142316	001	00701	8.30	W5J1082-LV
71223	11/10/15	3047	WESCO DISTRIBUTION, INC.	Payment Amount MISC SUPPLIES@RLV	PV	142304	001	00701	419.00	486267
					PV	142304	009	00701	1,197.36	
					PV	142305	001	00701	7.72	486267
					PV	142306	001	00701	25.56	484671
					PV	142306	001	00701	129.32	486718
71224	11/10/15	3048	WEST COAST AIR CONDITIONING	Payment Amount A/C PM@BLDG#7&8	PV	142296	001	00701	395.00	S69936
			All Payee	WESCO DISTRIBUTION, INC PO BOX 31001-0465 PASADENA CA 91110-0465						
									1,359.96	

Las Virgenes Municipal Water
A/P Auto Payment Register

R04576
Batch Number - 240838
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itm Co	Amount	Invoice Number
71225	11/10/15	18640	WEST COAST POWER SOLUTIONS	Payment Amount THERMOCSTAT SRV@BLDG#8	PV	142301	001 00701	282.00	55033
71226	11/10/15	20118	TAMMY WOOD	Payment Amount RFND BAL - CLOSED A/C	PV	142332	001 00101	145.40	2090496
71227	11/10/15	20119	KANTHIAH YOGU	Payment Amount RFND BAL - CLOSED A/C	PV	142333	001 00101	55.31	2201310
71228	11/10/15	16354	DEBORAH ZEPNICK	Payment Amount RFND BAL - CLOSED A/C	PV	142246	001 00101	42.97	270052
71229	11/10/15	20062	48 PROPERTY LLC	Payment Amount RFND BAL - CLOSED A/C	PV	142253	001 00101	57.33	2200925
Total Amount of Payments Written								360,955.21	
Total Number of Payments Written								150	



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

MINUTES
SPECIAL MEETING

6:00 PM

October 26, 2015

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Norm Buehring.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **6:00 p.m.** by Board President Peterson in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas CA 91302. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors: Caspary, Lewitt, Polan, Renger, and Peterson
 Absent: Director(s): None.
 Staff Present: David Pedersen, General Manager
 Josie Guzman, Clerk of the Board
 Carlos Reyes, Director of Resource Conservation and Public Outreach
 Donald Patterson, Director of Finance and Administration
 David Lippman, Director of Facilities and Operations
 Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

Director Renger moved to approve the Agenda as presented. Motion seconded by Director Polan. Motion carried unanimously.

3. ACTION ITEMS

A Proposed Potable Water, Recycled Water and Sanitation Rates: Public Hearing and Adoption

Conduct a public hearing on proposed potable water, recycled water and sanitation rates, and upon conclusion of the public hearing and in the absence of a majority protest: (1) find that the recommended actions are statutorily exempt from the California Environmental Quality Act; (2) receive and file the 2015 Potable Water, Recycled Water and Sanitation Rate Study prepared by Raffelis Financial Consultants, Inc.; and (3) pass, approve and adopt proposed Resolution No. 2475, revising the District's potable water, recycled water and sanitation rates.

RESOLUTION NO. 2475

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REVISING POTABLE WATER, RECYCLED WATER AND SANITATION RATES

(Reference is hereby made to Resolution No. 2475 on file in the District's Resolution Book and by this reference the same is incorporate herein.)

Board President Peterson provided introductory remarks regarding the conduct of the public hearing for the District's proposed potable water, recycled water, and sanitation rates, and the process for providing an opportunity for the public to speak on the matter.

Clerk of the Board Josie Guzman noted that the District mailed a notice of public hearing to all property owners and customers of the District and a copy of the notice was provided in the agenda packet. She also noted that a notice of public hearing was published in *The Acorn* newspaper on October 15, 2015, and posted at three public locations throughout the District's service area: District Headquarters, Westlake Village City Hall, and Agoura Hills City Hall.

General Manager David Pedersen provided a summary of the rates proposal, rationale for transition to budget-based rates, guiding principles, and the public process leading up to the public hearing.

Board President Peterson opened the public hearing at 6:07 p.m.

Herb Eckerling, Agoura Hills resident, expressed concern with the change from bimonthly billing to monthly billing, and being asked to decrease water usage while the cost for water service is increasing. He noted that the monthly bill includes a standard service charge, rate structure, and sanitation charge, and he questioned how the Board intends to keep the rates fair so that customers are not paying more for less water use. He noted that the Proposition 218 notice included comparisons to other districts; however, there were no comparisons to households.

General Manager David Pedersen responded that changing to monthly billing allows the District to provide more timely feedback to customers on their water usage. He stated that the proposed rate increase was not due to reduced sales as a result of water conservation efforts. He noted that water use reduction has created a financial challenge for the District, and the District is unable to collect the fixed cost for operations; however, the Board previously adopted a rate stabilization fund in the amount of \$8 million and the District is able to draw from this fund in times where there are shortfalls. He also noted that the unit cost of water would increase slightly; however, customers who reduce water usage to an efficient level may see a decrease in their water bill.

Hal Helsley, Calabasas resident, commended staff and the consultant on preparing a thorough study and conducting public outreach. He suggested that the District join the Resource Conservation District, Tom Ash, and the Theodore Payne Foundation to sponsor efforts to support converting front lawns to native plant gardens. He expressed his support of the proposed rates.

Zeev Sagi, Agoura Hills resident, submitted his written protest against the rate increases. He noted that he installed a drip irrigation system on his property and his water bills have been increasing despite reduced water usage. He expressed the following concerns: 1) the District's cost of treating, transporting, and maintaining equipment should decrease with water use reduction; 2) the pricing structure is set to impose penalties for heavy water users and increases the funds that the District will collect; 3) the proposed sanitation fees are too high and rates are lower in other cities such as Torrance who charges \$10 for sanitation; and 4) the Proposition 218 notice included comparisons with Thousand Oaks, Simi Valley, and Los Angeles showing that the District's sanitation rate is double the amount charged by these cities. He suggested the Board consider connecting the wastewater system to Los Angeles, Thousand Oaks or Simi Valley in order to benefit from their cost structure. He also suggested the Board invest in projects that produce more water, such as desalination.

General Manager David Pedersen responded that the actions taken by Mr. Sagi to conserve water usage, such as the installation of a drip system, would not count against him with the proposed new rate structure as his water budget allocation would be based on his entire irrigated areas. He addressed Mr. Sagi's comments regarding the cost structure and the District's reduced water sales by stating that the District has to pay fixed costs for District buildings, staffing, and utilities. He also noted that the District's customers live in one of the most environmentally sensitive and heavily regulated areas, and the District's fees reflect the cost to operate in the Malibu Creek Watershed. He noted that small households would likely see a decline in their sanitation rates.

Sanjay Gaur, representing Raftelis Financial Consultants, Inc., noted that the City of Torrance only charges for the collection system and property owners are charged separately for the treatment costs by the sanitation district through the property tax roll.

Mr. Sagi suggested the Board conduct a study to explore connecting the wastewater system with a neighboring agency. Board President Peterson responded that the District invested greatly in its wastewater system and it would be difficult to pump uphill. He also noted that the recycled water system is a large asset to the District, and if the District did not have the use of the recycled water the amount of potable water used would increase.

Clerk of the Board Josie Guzman noted that four written comments and one verbal comment were received from customers, and copies of the written comments, along with District staff's responses, were provided in the agenda packet. She also noted that two protests were received by the District.

Board President Peterson noted there was no majority protest that would prevent the District from approving the matter, and he closed the public hearing at 6:32 p.m.

Director Renger moved to approve Item 3A as recommended. Motion seconded by Director Caspary. Motion carried unanimously.

General Manager David Pedersen noted that the rate increases for 2017 through 2020 do not include Metropolitan Water District's pass through rate increases, but those amounts are proposed to be passed through to customers. The Board and customers would be notified in advance of any pass-through amounts for years 2017 through 2020.

Director Renger moved to clarify the motion that the Board: 1) found that the recommended actions are statutorily exempt from the California Environmental Quality Act; 2) received and filed the 2015 Potable Water, Recycled Water and Sanitation Rate Study prepared by Raftelis Financial Consultants, Inc.; and 3) passed, approved and adopted Resolution No. 2475, revising the District's potable water, recycled water and sanitation rates. Motion seconded by Director Caspary. Motion carried unanimously.

4. PUBLIC COMMENTS

None.

5. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **6:37 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

October 27, 2015

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Hal Helsley.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **5:00 p.m.** by Board President Peterson in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas CA 91302. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Caspary, Lewitt, Polan, Renger, and Peterson
 Absent: None
 Staff Present: David Pedersen, General Manager
 Josie Guzman, Clerk of the Board
 Carlos Reyes, Director of Resource Conservation and Public Outreach
 Donald Patterson, Director of Finance and Administration
 David Lippman, Director of Facilities and Operations
 Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

General Manager David Pedersen stated that the Closed Session Item was not needed, and he asked that it be removed from the Agenda.

Director Caspary moved to approve the Agenda as presented. Motion seconded by Director Polan. Motion carried unanimously.

3. PUBLIC COMMENTS

Hal Helsley noted that he attended the public hearing the previous evening and stated he would have liked to have seen a presentation. He suggested the District join other agencies in promoting water conservation and holding workshops on converting lawns to water reducing gardens. He also suggested the District work with Tom Ash, Lisa Novick from the Theodore Payne Foundation, and the Resource Conservation District on this effort. He commented on Consent Calendar Items 4C and 4D and noted that the charts were printed in black and white, which made it difficult to read. He also commented on Consent Calendar Item 4G and stated that his comments from the workshop were relevant to this item.

Board President Peterson presented Director Renger with a certificate and service award pin in recognition of 10 years of service on the Board of Directors. Director Renger expressed his appreciation.

4. CONSENT CALENDAR

A List of Demands: October 27, 2015 - Approve

B Minutes: Regular Meeting of October 13, 2015 - Approve

C Investment Report for the Month of September 2015 – Receive and File

D Financial Review: First Quarter of Fiscal Year 2015-16 – Receive and File

E Request for Proposals for Uniform Services

Authorize issuance of a Request for Proposals for uniform services based on a three-year contract with two one-year renewal options.

F Modifications to Customer Information System for Budget-Based Rates

Authorize the General Manager to execute the Statement of Work by Advanced Utility Systems, in the amount of \$45,500, for re-programming of the Customer Information System for implementation of budget-based rates.

G Greater Los Angeles County IRWMP: Updated Memorandum of Understanding

Authorize the General Manager to execute the Memorandum of Understanding between the District and other members of the Greater Los Angeles County Integrated Regional Water Management Plan (IRWMP) Leadership Committee for the purpose of developing, administering, updating, and implementing the Greater Los Angeles County IRWMP.

H Potable Water System Rehabilitation – Triunfo and Waterside Pressure Reducing Stations: Final Acceptance

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 \$4,601.55 30-calendar days after filing the Notice of Completion for the Potable Water System Rehabilitation – Triunfo and Waterside Pressure Reducing Stations Project.

I Records Management and Library Services – Contract Amendment

Authorize the General Manager to execute a contract amendment with Ictus Consulting, LLC, in the amount of \$33,400, for continuation of records management and library services through June 30, 2016.

Director Caspary moved to approve the Consent Calendar as presented. Motion seconded by Director Lewitt. Motion carried unanimously.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

General Manager David Pedersen stated there were no legislative and regulatory updates to provide.

B Water Supply Conditions and Drought Response

Copies of the reports were provided to the Board. General Manager David Pedersen noted that the current temperatures were cooling and a message would be sent to customers reminding them to adjust their sprinklers.

C Backbone Improvements Program: Progress Update and Need for Westlake Filtration Plant Expansion and Pump Station Modernization

General Manager David Pedersen provided introductory remarks.

David Lippman, Director of Facilities and Operations, provided a PowerPoint presentation of the Backbone Improvements Program, including an overview and the rehabilitation and replacement needs for the Westlake Filtration Plant Expansion and Pump Station Modernization. He responded to questions related to responding to local and regional emergencies regardless of water conservation efforts, the use of the emergency generator, and maximizing the salvage value of the current equipment.

6. TREASURER

Director Lewitt stated that the Treasurer's report was in order.

7. FACILITIES AND OPERATIONS

A Fiscal Year 2015-16 Vehicle Replacement Program: Award

Authorize the General Manager to approve purchase orders to Paradise Chevrolet of Ventura for two Chevrolet 1500 extended cab trucks, in the amount of \$52,017.60, and Fritts Ford of Riverside for three Ford F-250 utility body service trucks, one with a service rack, in the amount of \$96,769.20; and declare five vehicles and two utility carts as surplus equipment for auction.

General Manager David Pedersen presented the report.

Director Caspary moved to approve Item 7A as presented. Motion seconded by Director Renger. Motion carried unanimously.

B Backbone Improvement Program Westlake Filtration Plant Expansion and Pump Station Upgrade Project: Request for Proposals for Construction Management

Approve the issuance of a Request for Proposals for construction management services required for the Westlake Filtration Plant Expansion and Pump Station Upgrade Project.

General Manager David Pedersen presented the report.

Director Renger moved to approve Item 7B as presented. Motion seconded by Director Lewitt. Motion carried unanimously.

8. FINANCE AND ADMINISTRATION

A Actuarial Study of Retiree Health Liabilities

Receive and file the Actuarial Study of Retiree Health Liabilities as of June 30, 2015, prepared by Total Compensation Systems, Inc.

Donald Patterson, Director of Finance and Administration, presented the report.

Director Caspary moved to receive and file Item 8A as presented. Motion seconded by Director Polan.

A discussion ensued regarding the possibility of increasing the annual required contribution and impacts due to CalPERS changes in rate of return.

Motion carried unanimously.

B Annual Supply and Delivery of Sodium Hypochlorite: Award

Accept the bid from Olin Corporation and authorize the General Manager to

approve an annual purchase order, in the amount of \$272,607, with four one-year renewal options, for the supply and delivery of sodium hypochlorite.

General Manager David Pedersen presented the report.

Director Caspary moved to approve Item 8B as presented. Motion seconded by Director Renger. Motion carried unanimously.

9. LEGAL SERVICES

A Las Virgenes Municipal Water District Code: Repeal of Previous Version

Waive the full reading of proposed Ordinance No. 277, as it relates to repealing Ordinance No. 11-86-161 that adopted a previous version of the Las Virgenes Municipal Water District Code, and order publication within 30-days of adoption using a summary of the ordinance.

Approve by a roll call vote, the first reading by title only of proposed Ordinance No. 277.

(Waive further reading and introduce the Ordinance)

ORDINANCE NO. 277

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REPEALING ORDINANCE NO. 11-86-161

(Reference is hereby made to Ordinance No. 277 on file in the District's Ordinance Book and by this reference the same is incorporated herein.)

District Counsel Keith Lemieux presented the report.

Director Caspary moved to waive the full reading of Ordinance No. 277, as it relates to repealing Ordinance No. 11-86-161 that adopted a previous version of the Las Virgenes Municipal Water District Code, order publication within 30-days of adoption using a summary of the ordinance, and approve by roll call vote the first reading by title only of Ordinance No. 277. Motion seconded by Director Renger. Motion carried by the following roll call vote:

AYES: Caspary, Lewitt, Polan, Renger, Peterson

NOES: None

ABSTAIN: None

ABSENT: None

Keith Lemieux, District Counsel, read Ordinance No. 277 by title only.

10. ACTION ITEMS

None.

11. NON-ACTION ITEMS

A Organization Reports

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

Board President Peterson reported that the MWD Board of Directors and the Integrated Resources Planning Committee met earlier in the day. He noted that he took ill while attending an MWD tour the previous week; however, he recovered and was now feeling much better.

- (2) Other

B Director's Reports on Outside Meetings

Director Renger reported he attended the Association of Water Agencies of Ventura County WaterWise Breakfast meeting the previous week. He noted that the guest speaker was Curt Schmutte, who spoke regarding the water supply from the Sacramento-San Joaquin River Delta, potential for significant economic losses to California due to earthquakes, support for the tunnel projects, and invasive species in the Bay Delta.

Director Lewitt reported he also attended the Association of Water Agencies of Ventura County WaterWise Breakfast meeting where there was discussion that Southern California uses 30 percent of the water for agricultural purposes, and California has a \$2.2 trillion economy with the Delta water driving \$700 billion of that economy.

Director Polan noted that Mr. Schmutte previously commented that the State had stockpiled enough material to restore an emergency channel for the water to flow from the Sacramento River to the forebay following a major earthquake.

C General Manager Reports

- (1) General Business

General Manager David Pedersen stated that the November 2, 2015 Las Virgenes-Triunfo Joint Powers Authority meeting would include a workshop on the Recycled Water Seasonal Storage Project. He also noted the upcoming events from the Community Calendar provided by Resource Conservation and Public Outreach.

- (2) Follow-Up Items

D Directors' Comments

Director Lewitt noted that he would be attending the Association of California Water Agencies Fall Conference as a member of the Las Virgenes Municipal Water District's Board of Directors. He disclosed that one of his employees would be manning a booth at the conference, but explained that he would not be working at the booth.

12. FUTURE AGENDA ITEMS

None.

13. PUBLIC COMMENTS

None.

14. CLOSED SESSION (Item 14A was removed from the agenda)

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

14. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **6:16 p.m.** in memory of Laura King Moon, California Department of Water Resources Chief Deputy Director.

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

ATTEST:

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

(SEAL)

November 3, 2015

To: Payroll

From: David W. Pedersen
General Manager

RE: Per Diem Request – October 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* – 6 MWD** – 8	14	\$200.00	\$2,800.00
Leonard Polan	5	\$200.00	\$1,000.00
Lee Renger	5	\$200.00	1,000.00
Jay Lewitt	5	\$200.00	\$1,000.00

*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: Charles Caspary

Month of: October, 2015

Division: Division 1

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

Date(s)	Event	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
		Travel ¹	Total		MWD	LVMWD	
10/5/2015	1		1	N		X	LV-TSD JPA BD. MTG.
10/13/2015	1		1	N		X	LVMWD - REGULAR BOARD MTG.
10/15/2015	1		1	N		X	SANTA MONICA BAY RESTORATION COMMISSION
10/26/2015	1		1	N		X	LVMWD - SPECIAL BD. MTG. PROP. 218 RATE HEARING
10/27/2015	1		1	N		X	LVMWD - REGULAR BOARD MTG.
			TOTAL		5		

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

Date Submitted: November 2, 2015

Director Signature: CHARLES CASPARY (via email)

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT

To: Clerk of the Board Director's Name: Glen Peterson
 Month of: Oct-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		Reimbursable Expenses' (Y/N)	Check One		Event Title
	Event	Travel'		Total	MWD	
10/5/15	1		1/n			IPA
10/9/15	1		1/n/a			Northern Caucus & Pre E & O meeting
10/12/15	1		1/n/a			Committee Meeting
10/13/15	1		1/n			Committee meetings and Boards meeting
10/14/15	1		1/n/a			Colorado River Board/ Ontario
10/15/15	1		1/n/a			Water Wise Breakfast
10/20/15	1		1/n/a			Bay Delta Fire meeting
10/21/15	1		1/n/a			E&O tour of facilities on Colorado
10/23/15	1		1/n/a			State Leg meeting Sacramento
10/26/15	1		1/n			Hayes Hearing and meeting to adopt
10/27/15	1		1/n			Board Meeting and Committee Meetings
10/28/15	1		1/n			MWD Service Awards
10/29/15	1		1/n			So Cal Water Committee/Annual meeting
10/30/15	1		1/n			Meeting of Ag Committee in Orange County

NOTE: 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.

Date Submitted: 10/30/15
 Director Signature: [Signature]

TOTAL 14

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT

Date(s)	Event	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
		Travel 1	Total		MWD	LVMWD	
10/5/2015	1		1	N		X	LPA BOARD MEETING
10/13/2015	1		1	N		X	LVMWD BOARD MEETING
10/15/2015	1		1	N		X	AWA breakfast meeting
10/26/2015	1		1	N		X	218 Rate Hearing
10/27/2015	1		1	N		X	LVMWD BOARD MEETING
		TOTAL			5		



To: Dave Pedersen
Month of October 2015

Director's Name: Lee Renger
Division: 3

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

Date Submitted: 11-3-2015

Director Signature: Lee Renger

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: Dave Pedersen

Director's Name: Jay Lewitt

October

Month of: _____

Division: _____

5



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

Date(s)	# of Days Claimed		Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹		Total	MWD	
10.5.15	1					JPA board meeting
10.13.15	1					LVMWD Board Meeting
10.15.15	1		Mileage			AWA Breakfast
10.26.15	1					LVMWD Rate Hearing
10.27.15	1					LVMWD Board Meeting
TOTAL						
			5			

Date Submitted: 10.30.15

Director Signature: Jay Lewitt

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.



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : ACWA General Session Membership Meeting and Election of Officers

SUMMARY:

On October 22, 2015, the District received the attached memorandum from ACWA regarding the General Session Membership Meeting to be held on Wednesday, December 2, 2015 at the ACWA 2015 Fall Conference in Indian Wells. The meeting will include election of the ACWA President and Vice President for the 2016-17 term and approval of amendments to ACWA's Bylaws.

The ACWA Nominating Committee Slate consists of current Vice President Kathleen J. Tiegs for President and Region 2 Board Member Brent Haste for Vice President. The Board adopted a Resolution on September 29, 2015 in support of Mr. Haste for Vice President. Also, the Board received a letter from Ms. Tiegs (copy attached) requesting support for her election as President.

RECOMMENDATION(S):

Authorize the Board President to serve as the District's voting delegate for the ACWA General Session Membership Meeting on Wednesday, December 2, 2015.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

Prepared by: David W. Pedersen, General Manager

ATTACHMENTS:

[ACWA Memorandum on General Session Membership Meeting](#)
[Letter from Kathleen J. Tiegs](#)



MEMORANDUM

TO: ACWA Public Agency Members
General Managers and Board Presidents

CC: ACWA Board of Directors

FROM: John A. Coleman, ACWA President
Kathleen J. Tiegs, ACWA Vice President
Timothy Quinn, ACWA Executive Director

DATE: October 14, 2015

SUBJECT: General Session Membership Meeting at ACWA 2015 Fall Conference

There will be a General Session Membership Meeting of ACWA's membership at the 2015 Fall Conference in Indian Wells, California, on **Wednesday, December 2**. The meeting will be held in the Crystal Ballroom, Renaissance Indian Wells at 1:05 p.m. The purpose of the meeting is to formally nominate and elect ACWA's President and Vice President for the 2016-2017 term and to conduct a vote by the membership on proposed amendments to the Association's Bylaws as recommended by the Board of Directors at its meetings on July 31 and September 25, 2015.

ELECTION OF PRESIDENT/VICE PRESIDENT

The ACWA Nominating Committee has announced a 2016-2017 slate that recommends current Vice President Kathleen J. Tiegs for ACWA President and Region 2 Board Member Brent Hastey for ACWA Vice President. As provided by ACWA's Bylaws (Article 9), nominations from the floor will be accepted prior to the vote. Such nominations and seconds must be supported by a resolution of the governing body of the member making and seconding such nomination. (See attached for General Session/Election Procedures.)

PROPOSED AMENDMENTS TO ACWA'S BYLAWS

In response to the priority actions identified in the 2014-2015 Strategic and Business Plan, staff has been working to comprehensively review and update its governance documents (i.e., Board Policy Manual and the Association's Bylaws). The proposed bylaws amendments have been reviewed by a Legal Affairs Committee Workgroup and represent the Board's actions to address the following issues:

1. Consistency with updated Board Policy Manual
2. Consistency with California nonprofit corporation law requirements
3. Consistency with business practices post 2012 reorganization
4. Clarification of roles and responsibilities

5. Clarification of election procedures of ACWA's Board Officers
6. Other minor clean-up items

The Board of Directors recommends adoption of the proposed amendments to the Association's Bylaws through a vote of the membership. ACWA staff is available in advance of the membership meeting on December 2 to answer any questions you may have. A Legal Affairs Committee representative will also provide an overview of these changes during the General Session Membership Meeting before the item is called for a vote. (The proposed bylaws amendments are attached.)

MEMBERSHIP VOTING PROCESS

ACWA will issue each member agency **present** one proxy card for voting purposes based on the designated voting representative identified by the member agency on the proxy designation form. The designated voting representative is required to register and sign as the proxy holder to receive the proxy card. Proxy cards will **only** be available for pick-up on **Wednesday, December 2**, between **9:00 a.m. and 12:30 p.m.** at the **ACWA General Session Desk** in the alcove area outside of the **Crystal Ballroom, Renaissance Indian Wells**, where the luncheon and General Session Membership Meeting will be held.

To expedite the sign-in process at the **ACWA General Session Desk**, please indicate your voting delegate on the enclosed proxy designation form and return it by email (**donnap@acwa.com**) or fax (**916-325-4857**) at your earliest convenience. If there is a last minute change of delegate, please let us know before the meeting date by contacting ACWA's Executive Assistant/Clerk of the Board, Donna Pangborn, at 916-441-4545 or **donnap@acwa.com**.

If you have any questions, do not hesitate to contact us by telephone or e-mail.

dgp

Enclosures:

1. General Session/Election Procedures
2. Proposed ACWA Bylaws Amendments – Redline Version
3. Proposed ACWA Bylaws Amendments – Clean Version
4. Proxy Form

GENERAL SESSION/ELECTION PROCEDURES FOR ACWA 2015 FALL CONFERENCE

The following information is provided to inform the ACWA member agency delegates attending the 2015 Fall Conference of the procedures to be used pertaining to the nomination and election of ACWA officers and the vote by the membership on proposed amendments to the bylaws during the General Session Membership Meeting.

PROXY CARDS – (REQUIRED FOR VOTING)

ACWA will issue each member agency present one proxy card for voting purposes based on the designated voting representative identified by the member agency. In order to vote during the General Session Membership Meeting, the designated voting representative is required to register and sign as the proxy holder by 12:30 p.m. on Wednesday, December 2. Upon registration and sign-in, the voting delegate will receive the required proxy cards. Proxy cards will be available for pick-up on **Wednesday, December 2, between 9:00 a.m. and 12:30 p.m.** at the ACWA General Session Desk in the alcove area outside of the **Crystal Ballroom, Renaissance Indian Wells**, where the luncheon and General Session Membership Meeting will be held.

GENERAL SESSION MEMBERSHIP MEETING, WEDNESDAY, DEC. 2 (DOORS OPEN AT 12:50 P.M.)

1. The General Session Membership Meeting will be called to order at 1:05 p.m. and a quorum will be determined. The presence of 50 formally designated voting representatives is required to establish a quorum for transacting business.
2. A Legal Affairs Committee representative will provide an overview of the agenda and election procedures.
3. Nominating Committee Chair Paul Kelley will present the committee's report and announce the candidate for ACWA President.
4. President John Coleman will call for floor nominations for ACWA President.
5. If there are no floor nominations for President, the election will proceed. President Coleman will close the nominations and delegates will vote by holding up their "Yes" or "No" proxy voting cards.
6. If there are floor nominations for President, the nomination will follow the procedures established by Article 9 of ACWA's Bylaws, stating floor nominations and seconds must be supported by a resolution of the governing body of the member making and seconding such nomination. **Note: If there are floor nominations, the election of officers will proceed during Wednesday's General Session as outlined below and the proposed bylaws amendments will move to Thursday as outlined in item 12 below.**
 - a. Ballots will be distributed to the voting delegates.
 - b. Delegates will complete their ballots and place them in the ballot box, which will be centrally located in the Crystal Ballroom meeting room.
 - c. Tellers' Committee will count the ballots. President Coleman has appointed the following staff members to serve as the Teller's Committee: Clerk of the Board Donna Pangborn, Director of Member Services Paula Currie, and Regional Affairs Representative Katie Dahl.
 - d. A Legal Affairs Committee representative will serve as the proctor to oversee the ballot counting process.
 - e. Candidates are welcome to designate an observer to be present during the ballot counting process.
 - f. Results of the ballot count will be announced. Election of ACWA's officers will be determined by a majority of the members present and voting. If any one candidate does not receive a majority of the vote, successive ballot counts will be conducted until a candidate is elected, consistent with Robert's Rules of Order.

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7. Nominating Committee Chair Paul Kelley will announce the candidate for ACWA Vice President.
8. President John Coleman will call for floor nominations for ACWA Vice President.
9. If there are no floor nominations for Vice President, the election will proceed. President Coleman will close the nominations and delegates will vote by holding up their "Yes" or "No" proxy voting cards.
10. If there are floor nominations for Vice President, the nominations will follow the procedures described in item 6 above, and the election will proceed according to the steps outlined in 6.a. through 6.f.

IF THERE ARE NO FLOOR NOMINATIONS FOR THE ELECTION OF OFFICERS, THE WEDNESDAY GENERAL SESSION MEMBERSHIP MEETING WILL PROCEED WITH A VOTE ON THE PROPOSED BYLAWS AMENDMENTS.

11. A Legal Affairs Committee representative will provide an overview of the proposed bylaws amendments.
 - a. Consideration of bylaws amendments.
 - b. Request for motion / second from the floor to approve the proposed bylaws amendments.
 - c. Discussion of proposed amendments.
 - d. Opportunity for members to offer changes to proposed bylaws amendments (should there be any proposed changes to the proposed bylaws amendments, a majority vote of the voting members present is required for the changes to be added to the bylaws amendment for consideration of adoption of complete package.)
 - e. Call for the question. A two-thirds vote of the members present and voting is required to amend the ACWA Bylaws.

IF THERE ARE FLOOR NOMINATIONS FOR THE ELECTION OF OFFICERS, THE PRESENTATION AND VOTE ON THE PROPOSED BYLAWS AMENDMENTS WILL BE HANDLED IN THE FOLLOWING MANNER.

12. There will be a **Q&A Session** for the proposed bylaws amendments on Thursday, December 3, at the Hyatt Regency, Indian Wells Ballroom I-M, at 8:00 a.m. Replacement proxy cards will be available at the end of the Q&A Session, if needed.
13. The vote by the membership on the proposed bylaws amendments will occur at the Thursday, General Session Membership Meeting, at the Hyatt Regency, Indian Wells Ballroom I-M, at 1:20 p.m.
 - a. The General Session Membership Meeting will be called to order at 1:20 p.m. and a quorum will be determined. The presence of 50 formally designated voting representatives is required to establish a quorum for transacting business.
 - b. Request for motion / second from the floor to approve the proposed bylaws amendments.
 - c. Opportunity for members to offer changes to proposed bylaws amendments (should there be any proposed changes to the proposed bylaws amendments, a majority vote of the voting members present is required for the changes to be added to the bylaws amendment for consideration of adoption of complete package.)
 - d. Call for the question. A two-thirds vote of the members present and voting is required to amend the ACWA Bylaws.



Association of California Water Agencies

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BYLAWS of the Association of California Water Agencies

Proposed Bylaws Amendments – Redline Version

Amended by the ACWA Members: May 7, 2014

Proposed amendments: July 31 and September 25, 2015



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BYLAWS OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES

(As amended by the Members on May 7, 2014)

Proposed amendments approved by ACWA Board: July 31 and September 25, 2015

ARTICLE 1 – GENERAL

Section 1. Name. The name of this California nonprofit corporation shall be the Association of California Water Agencies (hereinafter referred to as the Association).

Section 2. Principal Office. The principal office for the transaction of business of the Association is located at 910 K Street, Suite 100, Sacramento, California; provided, however, that the Board of Directors may change the location of the principal office by resolution and without amendment of these bylaws.

Section 3. Purposes. The purposes of the Association shall be to work together with its members and others for the best interests of California and its citizens and landowners who use, need and depend upon water; to encourage the orderly development of the waters of the state; to seek means of obtaining and making available to all of California a dependable water supply of the best possible quality at the lowest possible cost, giving due consideration to environmental factors involved therein; to provide inspiration and leadership in meeting and solving the water supply problems of this state; to propose and advocate such policies and measures—local, state and federal—that serve the best interests of the Association, opposing those of contrary nature; to assist in promoting the health, safety and welfare of the employees of its members; and to do all other things that are in the best interests of its members.

ARTICLE 2 – MEMBERSHIP AND DUES

Section 1. Membership.

- A. **Members.** Only a public district, public agency, or public organization created and operated for the purpose of controlling, treating, developing, acquiring, using or supplying water for any purpose for inhabitants or lands within the state of California, or for the protection, drainage or reclamation of lands within the state of California, may become a member of the Association. Such an entity will become a member upon written application, approval by the Board of Directors, and the payment of the required dues. Acceptance to membership shall authorize full participation in Association activities. Except as otherwise provided in subsection (B) below, in no case may an organization other than a state, a political subdivision (as defined in § 1.103-1(b) of the Income Tax Regulations) of a state or an entity the income of which is excluded from gross income under § 115 of the Internal Revenue Code be a member of the Association.

- B. **Honorary Life Members.** Any person who has rendered conspicuous service in furthering the purposes of the Association may, by vote of the Board of Directors, be granted an honorary life membership in the Association without payment of dues or assessments. All past presidents of the Association shall automatically be honorary life members without vote of the Board of Directors. Honorary life members shall not be entitled to a vote or to hold office automatically because of their status as honorary life members.
- C. **Termination of Members.** Membership shall cease upon the failure of any member to pay the dues provided for in Section 2 of this Article. The membership of any member may be terminated at any time by such member sending written notification of its intention to withdraw to the Association's principal office. The Board of Directors may terminate the membership of any member upon 30 days' written notice by first-class mail when it is determined at any regular Board meeting or at any special Board meeting called for that purpose that continuance of such membership would not be in the best interests of the Association. Withdrawal or termination of membership ends any participation in Association activities and shall terminate a member's interest in the Association's assets.

Section 2. Dues. The annual dues of each member of the Association shall be established by the Board of Directors; provided, however, that any member may apply for a change in its dues because of conditions that differentiate such applicant from other members.

Section 3. Liability of Members. No member shall be liable for any obligation incurred by the Association with the following exception: (1) the payment of the annual dues while it remains a member; and (2) the payment of emergency assessments, which shall not exceed 10 percent of current annual dues for each member in any calendar year while it remains a member. No emergency assessment may be levied against any member during its first two years of membership in the Association.

ARTICLE 3 – OFFICERS

Following is an overview of the proposed amendments to Article 3:

- Provides language clarifying that the President and Vice President are the elected officers of the Association.
- Deletes the general counsel language since the position does not exist in ACWA's organizational structure. ACWA's legal counsel is provided by outside counsel based on direction from the Board during the 2012 reorganization.
- Deletes the fidelity bond language, which is now covered in newly proposed Article 10, Indemnification of Directors, Officers, and Other Agents.

Section 1. President and Vice President.

- A. **General.** The president and vice president of the Association shall be the elected officers of the Association. At the time of their election the president and vice president shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association. The president and vice president shall be elected by the members of the Association at its fall conference in each odd-numbered year, shall take office on January 1 of the calendar year following election, and shall hold office until such time as their successors take office or are appointed. An elected president shall not be permitted to succeed himself/herself to that office. Except as provided in this Article, should vacancies occur in either office of the president or vice president, the Board of Directors shall appoint persons to fill such offices for the unexpired terms thereof.
- B. **President.** The president shall preside at all meetings of the Board of Directors, the Executive Committee, and the general membership; shall appoint members of all committees, including the chair and vice chair of each, upon recommendation from members and regions (as communicated by the region chairs), with each such committee chair and vice chair ratified by the Board of Directors; and shall perform all other duties necessary to carry out the functions of the office. The president shall be a non-voting *ex officio* member of each committee, but shall not be an *ex officio* member of the Nominating Committee or the region boards.

The president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.

- C. **Vice President.** The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president.

Section 2. Executive Director/Secretary, and Controller-~~/~~Treasurer, and General Counsel.

- A. **General.** The executive director/secretary and controller-~~/~~treasurer of the Association shall also be officers of the Association. The executive director/secretary shall be appointed by and hold office at the pleasure of the Board of Directors of the Association.
- B. **Executive Director/Secretary.** The executive director/secretary shall: (1) advise and assist the Board of Directors, all committees, the boards of each region, and the workgroups of each region; (2) be responsible for administering the total operations of the Association; (3) employ, direct, and release all employed staff in accordance with the policies adopted by the Board of Directors and consistent with the budget adopted by the Board of Directors; (4) provide relevant information to the Board of Directors needed by the Board to take actions; (5) give members notice and record minutes of all meetings of the membership, Board of Directors, and Executive

Committee; and (6) have such other powers and perform such other duties as may be provided and assigned by the Board of Directors directly or through the president of the Board or the Executive Committee. The executive director/secretary, with the assistance of the controller-/treasurer, shall render a report to the Board of Directors at the first meeting following the close of each calendar year showing the membership of the Association, the receipts and expenditures during the year, and the work accomplished during the previous year.

C. **Controller-/Treasurer.** The controller-/treasurer shall report to and act under the direction of the executive director/secretary. The controller-/treasurer shall be a signatory on all accounts held by the Association and shall act as a fiduciary for all assets of the Association.

~~D. **General Counsel.** The general counsel shall advise the Board of Directors and executive director/secretary on all legal issues facing the Association including maintaining and developing the legal and contractual infrastructure required of a US-based nonprofit and such internal issues as organizational policy, document retention, filing and registration requirements, labor law, contracts, and leases.~~

~~**Section 3. Bonds.** The Board of Directors shall require fidelity bonds to be furnished for all officers and/or employees handling the finances of the Association in such amounts as it shall deem desirable or necessary, said bond, or bonds, to be approved by the Board of Directors and premiums paid by the Association.~~

ARTICLE 4 – BOARD OF DIRECTORS

Following is an overview of the proposed amendments to Article 4:

- Moves the Council of Past Presidents from the Board membership section to its own section under Article 8 to comply with the nonprofit corporation requirements set forth in the California Corporations Code which does not allow for non-voting directors.
- Provides language clarifying the role and function of the Immediate Past President position.
- Deletes the reference to general counsel as previously explained in Article 3.

Section 1. Membership. The Board of Directors shall consist of:

- A. The Association president and vice president.
- B. The chair and vice chair of each region.
- C. The chair of each standing committee.
- D. The most immediate active past president.
- E. The vice president of the ACWA/Joint Powers Insurance Authority.

~~F. The members of the Council of Past Presidents, who will be non-voting members.~~

Section 2. Term of Office. The term of office of all members of the Board of Directors shall commence on January 1 of the calendar year following election of the president and vice president, except for those persons who serve on the Board of Directors by nature of their position as chairs of standing committees, whose terms shall instead commence upon their ratification by the Board of Directors. Except as provided in Article 4, Section 11, the term of office for all members of the Board of Directors shall terminate on December 31 of the following odd-numbered year two years later, or until their successors take office.

Section 3. Attendance Requirement. Any member of the Board of Directors who misses two consecutive regular Board meetings without being excused by the Board will no longer be a member of the Board of Directors.

Section 4. Regular Meetings. Regular meetings of the Board of Directors shall be held bimonthly at such times and places as the Board may determine.

Section 5. Special Meetings. Special meetings may be called by the president upon the president's own volition or shall be called by the president when requested in writing by five directors. Prior to conducting such a special meeting, the president shall consult with the Executive Committee to ensure that adequate information is available to the Board of Directors for any necessary decisions; and where such meeting is called upon the president's own volition, the president shall also consult with the Executive Committee as to the necessity of the special meeting. Notice for special meetings shall be provided in the following manner: (1) upon 10 days' written notice sent by mail to each director and addressed to each at the address as shown upon the records of the Association; or (2) upon 48 hours' notice with notice provided by electronic means. When the meeting is called upon the president's own volition, the president shall choose the form of notice; when the meeting is called by a request of five directors, the five directors shall choose the form of notice and the president shall promptly call the meeting. No business except those items described in the notice shall be transacted at any special meeting, except by consent of three-fourths of the members of the Board of Directors present.

Section 6. Meeting Requirements and Quorums. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission. At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters or enforcement of violations of the code of conduct.

Section 7. Alternates. Each region shall designate an alternate for each chair and vice chair, who shall meet the qualification requirements for chair and vice chair, to act at meetings of the Board of Directors when the chair or vice chair is unable to attend. The vice chair of each standing committee will be the alternate to act at meetings of the Board of Directors when the chair is unable to attend. An alternate

may not act or vote on behalf of more than one member of the Board of Directors. A member of the Board of Directors may not act as an alternate for any other member.

Section 8. Vacancies for Standing Committee Chairs and Vice Chairs. Should a vacancy occur in the office of any standing committee chair or vice chair before the end of the term, the president shall appoint a new committee chair or vice chair to fulfill the unexpired term of such committee chair or vice chair subject to ratification by the Board of Directors. A vacancy in the office of any such standing committee chair or vice chair as described in the previous sentence shall be deemed to exist when the chair or vice chair: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

Section 9. Duties, Authorities, and Delegation. Subject to the provisions and limitations of California Nonprofit Corporation Law, other applicable laws, and the provisions of these bylaws, the Association's activities and affairs are to be exercised by or under the direction of the Association's Board of Directors. The Board of Directors is responsible for the overall supervision, control, and direction of the Association. The Board of Directors shall: (1) employ and release the executive director/secretary; (2) set performance expectations for the executive director/secretary; (3) receive, review, and consider approval of executive director/secretary recommended compensation, other terms and conditions of employment, and annual evaluations as prepared by the Executive Committee; (4) annually adopt a budget; and (5) set the level of dues for the Association. Except as to the duties listed in the previous sentence, and subject to Article 3, Section 2, the Board of Directors may delegate the supervision, control, and direction of the Association's affairs to any person or group, including a committee, provided the Association Board retains ultimate responsibility for the actions of such person or group. Where such powers are delegated, the delegation shall be documented in writing.

~~**Section 10. Council of Past Presidents.** There shall be a Council of Past Presidents composed of all past presidents of the Association. Each member of the council shall be non-voting members of the Board of Directors, except for the most immediate active past president who shall be a voting member. Past presidents shall serve on the council until each no longer is able to or wishes to serve. The president and/or executive director/secretary, with approval of the Board of Directors, may assign specific responsibilities to the council from time to time.~~

Section 10. Immediate Past President. The immediate past president automatically assumes this position after serving as the Association's elected president and is a voting member of the Board of Directors and Executive Committee. The term of office for the immediate past president shall commence on January 1 of the calendar year following election of the president and vice president and shall terminate on December 31 of the following odd-numbered year two years later. In the event the most immediate active past president is unavailable to serve, the most recent and available active past president in succession shall serve in this capacity.

Section 11. Code of Conduct of Board Members.

- A. **Code of Conduct: Purpose and Adoption.** The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.
- B. **Violations and Enforcement Process.** A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publically censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary ~~or the general counsel~~ for investigation. The executive director/secretary ~~or general counsel~~ may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a copy of the complaint. A Director that takes any hostile or retaliatory action, directly or indirectly, against a complainant is subject to removal from the Board in conformance with the process identified above. Prior to scheduling a Board action on a complaint, the president shall consult with the Executive Committee, ~~the general counsel~~, and the chair of the Legal Affairs Committee. A Director accused of a violation of the code of conduct shall be provided at least 15 days' written notice of any meeting of the Board at which a determination of enforcement will be considered. A determination of enforcement may be made only at a regular meeting of the Board and shall be made in closed session. The determinations of the Board under this section shall not be admissible in any criminal or civil proceeding brought against the Director for conduct that violates any other law.

ARTICLE 5 – REGIONS

Following is an overview of the proposed amendments to Article 5:

- Provides clean-up language that correlates with Board policies and region guidelines.

Section 1. Boundaries of Each Region.

- A. There shall be a maximum of 10 regions within the state. The Board of Directors shall determine the regional boundaries. Insofar as is practicable, the regions shall have a numerical balance in members of the Association; make geographic sense; and promote regional problem solving.

- B. A member of the Association may file a written petition to the Board of Directors requesting a change in regions. Such petition shall set forth the reasons for such requested change. The Board shall, within a reasonable time, act upon such petition and set forth the reasons for its action. Such action by the Board shall be based on factors in (A) above, as well as others deemed by the Board of Directors to be relevant to the decision.

Section 2. Officers.

- A. The officers of each region shall be a chair and vice chair and three to five region board members who shall be elected by the region by September 30, or the preceding Friday if September 30 falls on a weekend, of odd-numbered years. ~~By resolution of the region board, the~~ A region board may choose to maintain a board of fewer than five to seven but not less than three members as provided in the region's rules and regulations. The officers of the region board shall take office on January 1 of the calendar year following election and shall hold office for two years, or until their successors take office. Regions shall hold elections by electronic ballot. ACWA staff shall verify the legitimacy of the ballots.
- B. The officers of each region shall: (1) exercise the powers and perform duties of the region during the interim between region meetings; and (2) make recommendations to the president regarding appointments to committees. The chair and vice chair shall be the region's representatives to the ACWA Board of Directors.
- C. Each officer of a region shall be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the office, the individual may not serve during the remaining term of that office unless that individual can again meet the criteria for the office and is appointed to complete the term ~~pursuant to the next sentence.~~ The region board, by resolution, may adopt more stringent criteria for the qualifications of its board members, qualifications as part of the region's rules and regulations.
- D. Should a vacancy occur in any of the region board positions before the end of the term, the remaining members of the region board shall appoint a new member. A vacancy in the office of any region board position ~~as described in the previous sentence~~ shall be deemed to exist when a region board member: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

Section 3. Nominating Committees. There shall be a nominating committee for each region consisting of three or more designees, each representing a member of the Association located within the region, appointed by the chair of the region and approved by the region board. Nominating committees shall be formed by February 28 of each odd-numbered year. The nominating committee shall announce its

nominations for chair, vice chair, and region board members by August 1 of an election year. All regions must complete the election process by September 30 of the election year, or the preceding Friday if the September 30 falls on a weekend.

Section 4. Meetings. The meetings of each region shall be held at both the spring and fall conferences and at such other times and places as may be determined by the region chair. Representatives of five or more members of the Association from the region present at any region meeting shall constitute a quorum for purposes of conducting the business of the region. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission.

Section 5. Workgroups. Workgroups may be appointed by the region chair as needed.

Section 6. Rules. Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association. Each region shall abide by the code of conduct adopted by the Board of Directors of the Association.

ARTICLE 6 – EXECUTIVE COMMITTEE

Following is an overview of the proposed amendments to Article 6:

- Provides additional language clarifying the discrete powers and defined authority of the Executive Committee.
- Clarifies the following pertaining to meeting attendance:
 - All Board members may attend any meeting of the Executive Committee.
 - Meetings may be closed to others at the discretion of the President or committee.

Section 1. Membership. There shall be an Executive Committee consisting of the following: the president of the Association, who shall be the chair thereof; the vice president; the most immediate active past president; the chair of the Finance Committee; and three at-large representatives selected from and by the members of the Board of Directors. The election of the three at-large representatives to the Executive Committee shall occur at the first Board of Directors meeting held in each even-numbered year and the elected representatives shall serve immediately following their election and until such time as their successors take office. To the extent practical, the Executive Committee should be constituted so as to reflect the geographic extent of the Association and the functions of the members of the Association.

Section 2. Powers. The Executive Committee shall have the following authority:

- A. **Personnel.** Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review and

~~approve employee the classification and compensation plan and publicly posted salary schedule for Association employees and compensation levels submitted by the executive director/secretary, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors; (4) establish personnel policies for the conduct and behavior of employees, which shall be reviewable by the Board of Directors; and (5) undertake such other personnel actions as may be requested by the executive director/secretary in support of his or her oversight of all other personnel matters, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors.~~

- B. **Delegation.** The Executive Committee may act pursuant to any authority specifically delegated to it by the Board of Directors. The delegation shall indicate whether the authority is still subject to the ultimate authority of the Board.
- C. **Authority to Act Between Meetings.** The Executive Committee may act for the Board of Directors between Board meetings when calling a special meeting of the Board of Directors is impracticable, provided that no such action of the Executive Committee shall be binding on the Board of Directors until authorized or approved by the Board. The Executive Committee has the authority to authorize actions recommended by the Legal Affairs Committee (such as the filing of letter briefs and amicus curiae briefs) by electronic means without the need for an in-person or telephonic meeting, but such actions shall be ratified by the Board of Directors at its next meeting.
- ~~D. **Other Duties.** The Executive Committee shall perform such other duties and assume such other responsibilities as are referred to it by the president.~~

Section 3. Reporting. The president, or any person designated by the president, shall report to the Board of Directors, at each regular Board meeting, any action taken by the Executive Committee since the last preceding regular Board meeting. The minutes of Executive Committee meetings, which at that time may still be in draft form, shall be mailed (using the U.S. Postal Service, express delivery, electronic means, or otherwise) to each member of the Board of Directors at least five days prior to Board meetings, except in cases in which the Executive Committee meets during or immediately prior to a conference of the Association or immediately prior to a Board meeting, in which case the minutes, which may still be in draft form, shall be mailed to each director promptly thereafter.

Section 4. Meetings. The Executive Committee shall hold regularly scheduled meetings as set by the president. Special meetings of the Executive Committee may be called by the president upon notice to the members of that committee or upon written request of three Executive Committee members. Notice for special Executive Committee meetings shall be provided to the entire Board: (1) upon five days' written notice sent by mail, or (2) upon 24 hours' notice with notice provided by electronic means; and all such meetings shall be open to the Board of Directors. Any meeting, regular or special, may be held in person or by telephone conference, web video conference or other electronic video screen communication or electronic transmission. All members of the Board of Directors may attend any ~~The~~ meetings of the Executive Committee. Meetings of the Executive Committee may be closed to others at

the discretion of the President or committee, shall be open to all members of the Board of Directors, but may be closed to others at the discretion of the Executive Committee. Only members of the Executive Committee are allowed to vote on matters at a meeting of the committee.

Section 5. Minutes. The minutes of the Executive Committee meetings shall be kept by the executive director/secretary at the Association's principal office. Actions of the Executive Committee shall be reported to the Board of Directors as provided in Section 3 of this Article and shall be available to any member of the Board of Directors upon request to the executive director/secretary.

ARTICLE 7 – STANDING COMMITTEES

Following is an overview of the proposed amendments to Article 7:

- Clarifies terms for standing committee vice chairs.

Section 1. Qualification. In order to serve on any ACWA standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

Section 2. Term of Office. The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs and vice chairs, who serve on the Board of Directors, shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

Section 3. Meetings. Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.

Section 4. Business Development Committee. There shall be a Business Development Committee whose duty it is to develop and recommend to the Board of Directors programs and activities to be provided or administered by the Association that generate non-dues revenue and provide a service or benefit to Association members. The committee shall consist of at least one representative from each region and one representative from the other standing committees.

Section 5. Communications Committee. There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound public information and education programs and practices among members of the Association. The committee shall consist of no more than 40 individuals. Of that number, at least one individual shall be from each region.

Section 6. Energy Committee. There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 7. Federal Affairs Committee. There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting members of the Association, after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one and no more than five individuals from each region.

Section 8. Finance Committee. There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as *ex officio* members, the Finance Committee chair, one member of the region board from each of the Association's 10 regions (either chair or vice chair), and one additional representative from each region with experience in financial matters.

Section 9. Groundwater Committee. There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 10. Legal Affairs Committee. There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to members of the Association, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the members of the Association and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 35 and 45 attorneys, each of whom shall be, or act as, counsel for a member of the Association, representing diverse interests

within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. Further, there shall be at least one representative from each region on the committee.

Section 11. Local Government Committee. There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one and no more than three individuals from each region.

Section 12. Membership Committee. There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

Section 13. State Legislative Committee. There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting members of the Association and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's legislative program. The committee shall consist of individuals representing a variety of types of members and at least one and no more than four individuals from each region.

Section 14. Water Management Committee. There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in water management. The committee shall consist of at least one and no more than four individuals from each region.

Section 15. Water Quality Committee. There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested members of the Association to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one individual from each region.

ARTICLE 8 – SPECIAL COUNCILS, COMMITTEES, AND TASK FORCES

Following is an overview of the proposed amendments to Article 8:

- Moves the Council of Past Presidents from Article 4, Board of Directors, to its own section under Article 8 to comply with the nonprofit corporation requirements set forth in the California Corporations Code which does not allow for non-voting directors. The language describes the

Council as the means by which past presidents continue to make valuable contributions to the Association.

- Provides additional language to clarify the role and function of the Nominating Committee.

Section 1. Council of Past Presidents. There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board meetings.

~~Section 1~~ **Section 2. Nominating Committee.** There shall be a Nominating Committee consisting of five or more persons appointed by the president prior to the Association's fall conference in each odd-numbered year, whose purpose shall be to nominate qualified individuals for the offices of president and vice president of the Association. ~~Not later than 48 hours prior to the election of officers of the Association,~~ ~~the Nominating Committee shall publish its nominations for the offices of president and vice president of the Association not less than 10 or more than 90 days before the membership meeting is held at fall conference.~~ Additional nominations may be made by any member of the Association for candidates for the office of president and vice president. Additional nominations shall be made from the floor during the election of president and vice president at the membership meeting scheduled for said purposes.

Section 2. Other Committees and Task Forces. Other committees and task forces may be appointed by the president from time to time as needed, consistent with and supportive of the mission of the Association.

ARTICLE 9 – MEETINGS OF MEMBERS

Following is an overview of the proposed amendments to Article 9:

- Expands the definition of membership meeting to include the timing of officer elections, to comply with nonprofit corporation requirements set forth in the California Corporations Code.
- Provides detailed information on how membership meetings and special meetings are noticed to comply with nonprofit corporation requirements set forth in the California Corporations Code.
- Provides clarifying language for how quorums are determined for purposes of transacting business at membership meetings.
- Provides detailed information pertaining to the election process for the Association's Board officers.

Section 1. Meetings. Meetings of the members of the Association shall be held at the Association's conferences at such times as may be determined by the Board of Directors to conduct necessary business and to elect the president and vice president, which occurs at the fall conference in each odd-numbered year.

Section 2. Special Meetings. Special meetings of the members of the Association may be called by the Board of Directors, the president of the Board of Directors, or by 5 percent or more of the members of the Association. Except when called by the Board, a request for a special meeting must be in writing and must be delivered in person or mailed by first-class mail addressed to the president of the Board at the principal office of the Association, with a copy to the executive director/secretary. The request must state the general nature of the business proposed to be transacted at the meeting.

A special meeting that has been called by written request of 5 percent of the member agencies of the Association to the Board of Directors shall be set by the Board of Directors on a date that is not less than 35 or more than 90 days after receipt of the request. ~~The executive director/secretary shall cause notice to be given to all members of the Association, which notice shall state the place, date, and time of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting.~~

Section 3. Notice Requirements for Membership Meetings. Written notice of any membership meeting shall be given to each voting member of the Association. The notice shall state the date, time, and place of the meeting; the means by which members may participate; and the general nature of the business to be transacted. The notice of any meeting at which Board officers are to be formally nominated and elected shall include the names of the recommended slate of candidates for the offices of president and vice president in addition to the election procedures. The member notification information shall also be posted on the Association's website.

Except as otherwise provided in these bylaws or California law, a written notice of regular membership meetings shall be given not less than 10 or more than 90 days before the date of the meeting to each member who, on the record date for notice of the meeting, is entitled to vote; provided, however, that if notice is given by mail, and the notice is not mailed by first-class, registered, or certified mail, that notice shall be given not less than 20 days before the meeting.

Section 4. Notice Requirements for Special Meetings. The executive director/secretary shall cause notice to be given to all members of the Association of the date, time, and place of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting. If notice of the requested special meeting is not given within 20 days after receipt of the request, the person or persons requesting the meeting may give the notice.

Section-3.5 Voting. Each member of the Association shall be entitled to one vote that shall be cast by its authorized representative. All questions, except amendments or revisions of these bylaws, shall be

determined by a majority of the members present and voting. A roll call may be requested by any representative.

Section-4.6 Amendment of Bylaws. These bylaws may be amended or revised by two-thirds of the member agencies of the Association present and voting at any meeting.

Section-5.7 Quorums. The presence of the authorized representative of 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business.

Section-6.8. Amendments, Revisions, and Resolutions. Before any amendments or revisions to the bylaws, or resolutions, may be considered at any meeting of the Association, any such amendment, revision, or resolution shall be submitted to the executive director/secretary at least 30 days prior to the first day of such meeting. The executive director/secretary shall promptly distribute any proposed amendments or revisions to the Legal Affairs Committee for the Legal Affairs Committee to develop an unbiased analysis of the amendments or revisions. Following development of an analysis for the proposed amendments or revisions, the executive director/secretary shall distribute copies of any resolutions, amendments or revisions, including any applicable analyses, to all members of the Association at least five days prior to presentation at such meeting. The 30-day rule may be suspended at any meeting of the Association by consent of three-fourths of the members present. Voting on resolutions, amendments, or revisions shall proceed as provided by Sections 3 and 4 of this Article.

Section 9. Nomination of President and Vice President.

- A. **Qualification.** At the time of their election, the president and vice president of the Association shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association.
- B. **Nominating Committee Process.** All nominations for the positions of president and vice president shall be accompanied by an official resolution from the Association member agency on whose board the nominee serves. Said resolution shall be signed by an authorized signatory of the member agency's Board of Directors.
- C. **Nominations from the Floor.** Additional nominations may be made by any member of the Association for the office of president and vice president. Said nominations and seconds shall be made from the floor during the election of the offices of president and vice president at the membership meeting scheduled for said purposes (as provided for in the penultimate sentence of Article 8, Section 2). Such nominations and seconds shall be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second.

Section 10. Additional Procedures for Election of Officers. The Board shall have the authority to develop additional procedures for elections of president and vice president when not otherwise covered by these bylaws.

~~**Section 7. Nominations for Officers from the Floor.** Additional nominations and seconds, if any, for candidates for the office of president and vice president (as provided for in the last sentence of Article 8, Section 1) will be made from the floor, during the election of the officers of president and vice president, by a member of the Association. Such nominations and seconds must be supported by a resolution of the governing body of the member making and seconding such nomination.~~

ARTICLE 10 – INDEMNIFICATION OF DIRECTORS, OFFICERS, AND OTHER AGENTS

Following is an overview of the proposed amendments to Article 10:

- Creates new article/language that sets forth provisions for the indemnification of directors, officers, and other agents to comply with nonprofit corporation requirements which are set forth in the California Corporations Code.

Section 1. Right of Indemnity. To the fullest extent permitted by law, this Corporation shall indemnify its Directors, Officers, employees, and other persons described in Section 7237(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that Section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in Section 7237(a) of the California Corporations Code.

Section 2. Approval of Indemnity. On written request to the Board by any person seeking indemnification under Section 7237(b) or Section 7237(c) of the California Corporations Code, the Board shall promptly determine under Section 7237(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 7237(b) or Section 7237(c) has been met and, if so, the Board shall authorize indemnification.

Section 3. Advancement of Expenses. To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws in defending any proceeding covered by those Sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the Corporation for those expenses.

Section 4. Insurance. The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its Officers, Directors, employees, and other agents, against any

liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's, employee's or agent's status as such.

ARTICLE 110 – MISCELLANEOUS

Following is an overview of the proposed amendments to Article 11:

- Creates new language that sets forth the parameters for the disposition of the Association's assets upon dissolution of the organization consistent with the California Corporations Code and the Articles of Incorporation.

Section 1. Conduct of Meetings. All meetings of the Association shall be conducted in accord with the code of conduct and in substantial accordance with the latest edition of Robert's Rules of Order Newly Revised unless the Board adopts alternate rules of conduct for itself and/or its committees, region boards, and region workgroups.

Section 2. Funds. The funds of the Association shall be used to further the aims and purposes of this Association. They shall be kept by the controller-/treasurer and paid out by checks or other electronic means, which shall only be valid with two authorized signatures. The Board of Directors shall designate by resolution which persons, other than the controller-/treasurer, may sign for expenditures. The Finance Committee shall implement procedures to ensure necessary internal controls over the receipt and expenditures of Association funds and arrange for an external audit. Audit reports shall be presented to the Board of Directors.

Section 3. Disposition of Assets upon Dissolution. The Association's properties and assets are irrevocably dedicated to the fulfillment of the Association's purposes as described in Article 2 of the Articles of Incorporation. No part of the Association's net earnings, properties and assets, on dissolution or otherwise, may inure to the benefit of any private person. Upon the dissolution of the Association, all debts thereof shall be paid and its affairs settled, and all remaining assets shall be distributed to the Association's member political subdivisions for a public purpose, consistent with the provisions of the California Nonprofit Corporation Law relating to public benefit corporations then in effect and with the Articles of Incorporation.

Section 3. Definitions. As used in these bylaws, the term "notice provided by electronic means" shall refer to notice given by fax or e-mail.

Amended comprehensively December 1, 2010

Amended May 9, 2012

Amended May 7, 2014

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Association of California Water Agencies

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BYLAWS of the Association of California Water Agencies

Proposed Bylaws Amendments – Clean Version

Amended by the ACWA Members: May 7, 2014

Proposed amendments: July 31 and September 25, 2015



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of California
Water Agencies

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BYLAWS OF THE
ASSOCIATION OF CALIFORNIA WATER AGENCIES

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BYLAWS OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES

(As amended by the Members on May 7, 2014)

Proposed amendments approved by ACWA Board: July 31 and September 25, 2015

ARTICLE 1 – GENERAL

Section 1. Name. The name of this California nonprofit corporation shall be the Association of California Water Agencies (hereinafter referred to as the Association).

Section 2. Principal Office. The principal office for the transaction of business of the Association is located at 910 K Street, Suite 100, Sacramento, California; provided, however, that the Board of Directors may change the location of the principal office by resolution and without amendment of these bylaws.

Section 3. Purposes. The purposes of the Association shall be to work together with its members and others for the best interests of California and its citizens and landowners who use, need and depend upon water; to encourage the orderly development of the waters of the state; to seek means of obtaining and making available to all of California a dependable water supply of the best possible quality at the lowest possible cost, giving due consideration to environmental factors involved therein; to provide inspiration and leadership in meeting and solving the water supply problems of this state; to propose and advocate such policies and measures—local, state and federal—that serve the best interests of the Association, opposing those of contrary nature; to assist in promoting the health, safety and welfare of the employees of its members; and to do all other things that are in the best interests of its members.

ARTICLE 2 – MEMBERSHIP AND DUES

Section 1. Membership.

- A. **Members.** Only a public district, public agency, or public organization created and operated for the purpose of controlling, treating, developing, acquiring, using or supplying water for any purpose for inhabitants or lands within the state of California, or for the protection, drainage or reclamation of lands within the state of California, may become a member of the Association. Such an entity will become a member upon written application, approval by the Board of Directors, and the payment of the required dues. Acceptance to membership shall authorize full participation in Association activities. Except as otherwise provided in subsection (B) below, in no case may an organization other than a state, a political subdivision (as defined in § 1.103-1(b) of the Income Tax Regulations) of a state or an entity the income of which is excluded from gross income under § 115 of the Internal Revenue Code be a member of the Association.

- B. **Honorary Life Members.** Any person who has rendered conspicuous service in furthering the purposes of the Association may, by vote of the Board of Directors, be granted an honorary life membership in the Association without payment of dues or assessments. All past presidents of the Association shall automatically be honorary life members without vote of the Board of Directors. Honorary life members shall not be entitled to a vote or to hold office automatically because of their status as honorary life members.
- C. **Termination of Members.** Membership shall cease upon the failure of any member to pay the dues provided for in Section 2 of this Article. The membership of any member may be terminated at any time by such member sending written notification of its intention to withdraw to the Association's principal office. The Board of Directors may terminate the membership of any member upon 30 days' written notice by first-class mail when it is determined at any regular Board meeting or at any special Board meeting called for that purpose that continuance of such membership would not be in the best interests of the Association. Withdrawal or termination of membership ends any participation in Association activities and shall terminate a member's interest in the Association's assets.

Section 2. Dues. The annual dues of each member of the Association shall be established by the Board of Directors; provided, however, that any member may apply for a change in its dues because of conditions that differentiate such applicant from other members.

Section 3. Liability of Members. No member shall be liable for any obligation incurred by the Association with the following exception: (1) the payment of the annual dues while it remains a member; and (2) the payment of emergency assessments, which shall not exceed 10 percent of current annual dues for each member in any calendar year while it remains a member. No emergency assessment may be levied against any member during its first two years of membership in the Association.

ARTICLE 3 – OFFICERS

Section 1. President and Vice President.

- A. **General.** The president and vice president of the Association shall be the elected officers of the Association. At the time of their election the president and vice president shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association. The president and vice president shall be elected by the members of the Association at its fall conference in each odd-numbered year, shall take office on January 1 of the calendar year following election, and shall hold office until such time as their successors take office or are appointed. An elected president shall not be permitted to succeed himself/herself to that office. Except as provided in this Article, should vacancies occur in either office of the president or vice president, the Board of Directors shall appoint persons to fill such offices for the unexpired terms thereof.

- B. **President.** The president shall preside at all meetings of the Board of Directors, the Executive Committee, and the general membership; shall appoint members of all committees, including the chair and vice chair of each, upon recommendation from members and regions (as communicated by the region chairs), with each such committee chair and vice chair ratified by the Board of Directors; and shall perform all other duties necessary to carry out the functions of the office. The president shall be a non-voting *ex officio* member of each committee, but shall not be an *ex officio* member of the Nominating Committee or the region boards.

The president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.

- C. **Vice President.** The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president.

Section 2. Executive Director/Secretary and Controller/Treasurer.

- A. **General.** The executive director/secretary and controller/treasurer of the Association shall also be officers of the Association. The executive director/secretary shall be appointed by and hold office at the pleasure of the Board of Directors of the Association.
- B. **Executive Director/Secretary.** The executive director/secretary shall: (1) advise and assist the Board of Directors, all committees, the boards of each region, and the workgroups of each region; (2) be responsible for administering the total operations of the Association; (3) employ, direct, and release all employed staff in accordance with the policies adopted by the Board of Directors and consistent with the budget adopted by the Board of Directors; (4) provide relevant information to the Board of Directors needed by the Board to take actions; (5) give members notice and record minutes of all meetings of the membership, Board of Directors, and Executive Committee; and (6) have such other powers and perform such other duties as may be provided and assigned by the Board of Directors directly or through the president of the Board or the Executive Committee. The executive director/secretary, with the assistance of the controller/treasurer, shall render a report to the Board of Directors at the first meeting following the close of each calendar year showing the membership of the Association, the receipts and expenditures during the year, and the work accomplished during the previous year.
- C. **Controller/Treasurer.** The controller/treasurer shall report to and act under the direction of the executive director/secretary. The controller/treasurer shall be a signatory on all accounts held by the Association and shall act as a fiduciary for all assets of the Association.

ARTICLE 4 – BOARD OF DIRECTORS

Section 1. Membership. The Board of Directors shall consist of:

- A. The Association president and vice president.
- B. The chair and vice chair of each region.
- C. The chair of each standing committee.
- D. The most immediate active past president.
- E. The vice president of the ACWA/Joint Powers Insurance Authority.

Section 2. Term of Office. The term of office of all members of the Board of Directors shall commence on January 1 of the calendar year following election of the president and vice president, except for those persons who serve on the Board of Directors by nature of their position as chairs of standing committees, whose terms shall instead commence upon their ratification by the Board of Directors. Except as provided in Article 4, Section 11, the term of office for all members of the Board of Directors shall terminate on December 31 of the following odd-numbered year two years later, or until their successors take office.

Section 3. Attendance Requirement. Any member of the Board of Directors who misses two consecutive regular Board meetings without being excused by the Board will no longer be a member of the Board of Directors.

Section 4. Regular Meetings. Regular meetings of the Board of Directors shall be held bimonthly at such times and places as the Board may determine.

Section 5. Special Meetings. Special meetings may be called by the president upon the president's own volition or shall be called by the president when requested in writing by five directors. Prior to conducting such a special meeting, the president shall consult with the Executive Committee to ensure that adequate information is available to the Board of Directors for any necessary decisions; and where such meeting is called upon the president's own volition, the president shall also consult with the Executive Committee as to the necessity of the special meeting. Notice for special meetings shall be provided in the following manner: (1) upon 10 days' written notice sent by mail to each director and addressed to each at the address as shown upon the records of the Association; or (2) upon 48 hours' notice with notice provided by electronic means. When the meeting is called upon the president's own volition, the president shall choose the form of notice; when the meeting is called by a request of five directors, the five directors shall choose the form of notice and the president shall promptly call the meeting. No business except those items described in the notice shall be transacted at any special meeting, except by consent of three-fourths of the members of the Board of Directors present.

Section 6. Meeting Requirements and Quorums. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission. At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters or enforcement of violations of the code of conduct.

Section 7. Alternates. Each region shall designate an alternate for each chair and vice chair, who shall meet the qualification requirements for chair and vice chair, to act at meetings of the Board of Directors when the chair or vice chair is unable to attend. The vice chair of each standing committee will be the alternate to act at meetings of the Board of Directors when the chair is unable to attend. An alternate may not act or vote on behalf of more than one member of the Board of Directors. A member of the Board of Directors may not act as an alternate for any other member.

Section 8. Vacancies for Standing Committee Chairs and Vice Chairs. Should a vacancy occur in the office of any standing committee chair or vice chair before the end of the term, the president shall appoint a new committee chair or vice chair to fulfill the unexpired term of such committee chair or vice chair subject to ratification by the Board of Directors. A vacancy in the office of any such standing committee chair or vice chair as described in the previous sentence shall be deemed to exist when the chair or vice chair: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

Section 9. Duties, Authorities, and Delegation. Subject to the provisions and limitations of California Nonprofit Corporation Law, other applicable laws, and the provisions of these bylaws, the Association's activities and affairs are to be exercised by or under the direction of the Association's Board of Directors. The Board of Directors is responsible for the overall supervision, control, and direction of the Association. The Board of Directors shall: (1) employ and release the executive director/secretary; (2) set performance expectations for the executive director/secretary; (3) receive, review, and consider approval of executive director/secretary recommended compensation, other terms and conditions of employment, and annual evaluations as prepared by the Executive Committee; (4) annually adopt a budget; and (5) set the level of dues for the Association. Except as to the duties listed in the previous sentence, and subject to Article 3, Section 2, the Board of Directors may delegate the supervision, control, and direction of the Association's affairs to any person or group, including a committee, provided the Association Board retains ultimate responsibility for the actions of such person or group. Where such powers are delegated, the delegation shall be documented in writing.

Section 10. Immediate Past President. The immediate past president automatically assumes this position after serving as the Association's elected president and is a voting member of the Board of Directors and Executive Committee. The term of office for the immediate past president shall commence on January 1 of the calendar year following election of the president and vice president and

shall terminate on December 31 of the following odd-numbered year two years later. In the event the most immediate active past president is unavailable to serve, the most recent and available active past president in succession shall serve in this capacity.

Section 11. Code of Conduct of Board Members.

- A. **Code of Conduct: Purpose and Adoption.** The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.
- B. **Violations and Enforcement Process.** A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publically censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary for investigation. The executive director/secretary may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a copy of the complaint. A Director that takes any hostile or retaliatory action, directly or indirectly, against a complainant is subject to removal from the Board in conformance with the process identified above. Prior to scheduling a Board action on a complaint, the president shall consult with the Executive Committee and the chair of the Legal Affairs Committee. A Director accused of a violation of the code of conduct shall be provided at least 15 days' written notice of any meeting of the Board at which a determination of enforcement will be considered. A determination of enforcement may be made only at a regular meeting of the Board and shall be made in closed session. The determinations of the Board under this section shall not be admissible in any criminal or civil proceeding brought against the Director for conduct that violates any other law.

ARTICLE 5 – REGIONS

Section 1. Boundaries of Each Region.

- A. There shall be a maximum of 10 regions within the state. The Board of Directors shall determine the regional boundaries. Insofar as is practicable, the regions shall have a numerical balance in members of the Association; make geographic sense; and promote regional problem solving.

- B. A member of the Association may file a written petition to the Board of Directors requesting a change in regions. Such petition shall set forth the reasons for such requested change. The Board shall, within a reasonable time, act upon such petition and set forth the reasons for its action. Such action by the Board shall be based on factors in (A) above, as well as others deemed by the Board of Directors to be relevant to the decision.

Section 2. Officers.

- A. The officers of each region shall be a chair and vice chair and three to five region board members who shall be elected by the region by September 30, or the preceding Friday if September 30 falls on a weekend, of odd-numbered years. A region may maintain a board of fewer than five but not less than three members as provided in the region's rules and regulations. The officers of the region board shall take office on January 1 of the calendar year following election and shall hold office for two years, or until their successors take office. Regions shall hold elections by electronic ballot. ACWA staff shall verify the legitimacy of the ballots.
- B. The officers of each region shall: (1) exercise the powers and perform duties of the region during the interim between region meetings; and (2) make recommendations to the president regarding appointments to committees. The chair and vice chair shall be the region's representatives to the ACWA Board of Directors.
- C. Each officer of a region shall be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the office, the individual may not serve during the remaining term of that office unless that individual can again meet the criteria for the office and is appointed to complete the term. The region board may adopt more stringent criteria for board member qualifications as part of the region's rules and regulations.
- D. Should a vacancy occur in any of the region board positions before the end of the term, the remaining members of the region board shall appoint a new member. A vacancy in the office of any region board position shall be deemed to exist when a region board member: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

Section 3. Nominating Committees. There shall be a nominating committee for each region consisting of three or more designees, each representing a member of the Association located within the region, appointed by the chair of the region and approved by the region board. Nominating committees shall be formed by February 28 of each odd-numbered year. The nominating committee shall announce its nominations for chair, vice chair, and region board members by August 1 of an election year. All regions

must complete the election process by September 30 of the election year, or the preceding Friday if the September 30 falls on a weekend.

Section 4. Meetings. The meetings of each region shall be held at both the spring and fall conferences and at such other times and places as may be determined by the region chair. Representatives of five or more members of the Association from the region present at any region meeting shall constitute a quorum for purposes of conducting the business of the region. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission.

Section 5. Workgroups. Workgroups may be appointed by the region chair as needed.

Section 6. Rules. Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association. Each region shall abide by the code of conduct adopted by the Board of Directors of the Association.

ARTICLE 6 – EXECUTIVE COMMITTEE

Section 1. Membership. There shall be an Executive Committee consisting of the following: the president of the Association, who shall be the chair thereof; the vice president; the most immediate active past president; the chair of the Finance Committee; and three at-large representatives selected from and by the members of the Board of Directors. The election of the three at-large representatives to the Executive Committee shall occur at the first Board of Directors meeting held in each even-numbered year and the elected representatives shall serve immediately following their election and until such time as their successors take office. To the extent practical, the Executive Committee should be constituted so as to reflect the geographic extent of the Association and the functions of the members of the Association.

Section 2. Powers. The Executive Committee shall have the following authority:

- A. **Personnel.** Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review and approve the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors; (4) establish personnel policies for the conduct and behavior of employees, which shall be reviewable by the Board of Directors; and (5) undertake such other personnel actions as may be requested by the executive director/secretary in support of his or her oversight of all other personnel matters, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors.

- B. **Delegation.** The Executive Committee may act pursuant to any authority specifically delegated to it by the Board of Directors. The delegation shall indicate whether the authority is still subject to the ultimate authority of the Board.
- C. **Authority to Act Between Meetings.** The Executive Committee may act for the Board of Directors between Board meetings when calling a special meeting of the Board of Directors is impracticable, provided that no such action of the Executive Committee shall be binding on the Board of Directors until authorized or approved by the Board. The Executive Committee has the authority to authorize actions recommended by the Legal Affairs Committee (such as the filing of letter briefs and amicus curiae briefs) by electronic means without the need for an in-person or telephonic meeting, but such actions shall be ratified by the Board of Directors at its next meeting.

Section 3. Reporting. The president, or any person designated by the president, shall report to the Board of Directors, at each regular Board meeting, any action taken by the Executive Committee since the last preceding regular Board meeting. The minutes of Executive Committee meetings, which at that time may still be in draft form, shall be mailed (using the U.S. Postal Service, express delivery, electronic means, or otherwise) to each member of the Board of Directors at least five days prior to Board meetings, except in cases in which the Executive Committee meets during or immediately prior to a conference of the Association or immediately prior to a Board meeting, in which case the minutes, which may still be in draft form, shall be mailed to each director promptly thereafter.

Section 4. Meetings. The Executive Committee shall hold regularly scheduled meetings as set by the president. Special meetings of the Executive Committee may be called by the president upon notice to the members of that committee or upon written request of three Executive Committee members. Notice for special Executive Committee meetings shall be provided to the entire Board: (1) upon five days' written notice sent by mail, or (2) upon 24 hours' notice with notice provided by electronic means; and all such meetings shall be open to the Board of Directors. Any meeting, regular or special, may be held in person or by telephone conference, web video conference or other electronic video screen communication or electronic transmission. All members of the Board of Directors may attend any meeting of the Executive Committee. Meetings of the Executive Committee may be closed to others at the discretion of the President or committee. Only members of the Executive Committee are allowed to vote on matters at a meeting of the committee.

Section 5. Minutes. The minutes of the Executive Committee meetings shall be kept by the executive director/secretary at the Association's principal office. Actions of the Executive Committee shall be reported to the Board of Directors as provided in Section 3 of this Article and shall be available to any member of the Board of Directors upon request to the executive director/secretary.

ARTICLE 7 – STANDING COMMITTEES

Section 1. Qualification. In order to serve on any ACWA standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

Section 2. Term of Office. The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs and vice chairs shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

Section 3. Meetings. Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.

Section 4. Business Development Committee. There shall be a Business Development Committee whose duty it is to develop and recommend to the Board of Directors programs and activities to be provided or administered by the Association that generate non-dues revenue and provide a service or benefit to Association members. The committee shall consist of at least one representative from each region and one representative from the other standing committees.

Section 5. Communications Committee. There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound public information and education programs and practices among members of the Association. The committee shall consist of no more than 40 individuals. Of that number, at least one individual shall be from each region.

Section 6. Energy Committee. There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 7. Federal Affairs Committee. There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting members of the Association,

after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one and no more than five individuals from each region.

Section 8. Finance Committee. There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as *ex officio* members, the Finance Committee chair, one member of the region board from each of the Association's 10 regions (either chair or vice chair), and one additional representative from each region with experience in financial matters.

Section 9. Groundwater Committee. There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 10. Legal Affairs Committee. There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to members of the Association, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the members of the Association and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 35 and 45 attorneys, each of whom shall be, or act as, counsel for a member of the Association, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. Further, there shall be at least one representative from each region on the committee.

Section 11. Local Government Committee. There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one and no more than three individuals from each region.

Section 12. Membership Committee. There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

Section 13. State Legislative Committee. There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting members of the Association and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's legislative program. The committee shall consist of individuals representing a variety of types of members and at least one and no more than four individuals from each region.

Section 14. Water Management Committee. There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in water management. The committee shall consist of at least one and no more than four individuals from each region.

Section 15. Water Quality Committee. There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested members of the Association to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one individual from each region.

ARTICLE 8 – SPECIAL COUNCILS, COMMITTEES, AND TASK FORCES

Section 1. Council of Past Presidents. There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board meetings.

Section 2. Nominating Committee. There shall be a Nominating Committee consisting of five or more persons appointed by the president prior to the Association's fall conference in each odd-numbered year, whose purpose shall be to nominate qualified individuals for the offices of president and vice president of the Association. The Nominating Committee shall publish its nominations for the offices of president and vice president of the Association not less than 10 or more than 90 days before the membership meeting is held at fall conference. Additional nominations may be made by any member of the Association for candidates for the office of president and vice president. Additional nominations shall be made from the floor during the election of president and vice president at the membership meeting scheduled for said purposes.

Section 2. Other Committees and Task Forces. Other committees and task forces may be appointed by the president from time to time as needed, consistent with and supportive of the mission of the Association.

ARTICLE 9 – MEETINGS OF MEMBERS

Section 1. Meetings. Meetings of the members of the Association shall be held at the Association's conferences at such times as may be determined by the Board of Directors to conduct necessary business and to elect the president and vice president, which occurs at the fall conference in each odd-numbered year.

Section 2. Special Meetings. Special meetings of the members of the Association may be called by the Board of Directors, the president of the Board of Directors, or by 5 percent or more of the members of the Association. Except when called by the Board, a request for a special meeting must be in writing and must be delivered in person or mailed by first-class mail addressed to the president of the Board at the principal office of the Association, with a copy to the executive director/secretary. The request must state the general nature of the business proposed to be transacted at the meeting.

A special meeting that has been called by written request of 5 percent of the member agencies of the Association to the Board of Directors shall be set by the Board of Directors on a date that is not less than 35 or more than 90 days after receipt of the request.

Section 3. Notice Requirements for Membership Meetings. Written notice of any membership meeting shall be given to each voting member of the Association. The notice shall state the date, time, and place of the meeting; the means by which members may participate; and the general nature of the business to be transacted. The notice of any meeting at which Board officers are to be formally nominated and elected shall include the names of the recommended slate of candidates for the offices of president and vice president in addition to the election procedures. The member notification information shall also be posted on the Association's website.

Except as otherwise provided in these bylaws or California law, a written notice of regular membership meetings shall be given not less than 10 or more than 90 days before the date of the meeting to each member who, on the record date for notice of the meeting, is entitled to vote; provided, however, that if notice is given by mail, and the notice is not mailed by first-class, registered, or certified mail, that notice shall be given not less than 20 days before the meeting.

Section 4. Notice Requirements for Special Meetings. The executive director/secretary shall cause notice to be given to all members of the Association of the date, time, and place of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting. If notice of the requested special meeting is not given within 20 days after receipt of the request, the person or persons requesting the meeting may give the notice.

Section 5. Voting. Each member of the Association shall be entitled to one vote that shall be cast by its authorized representative. All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any representative.

Section 6. Amendment of Bylaws. These bylaws may be amended or revised by two-thirds of the member agencies of the Association present and voting at any meeting.

Section 7. Quorums. The presence of the authorized representative of 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business.

Section 8. Amendments, Revisions, and Resolutions. Before any amendments or revisions to the bylaws, or resolutions, may be considered at any meeting of the Association, any such amendment, revision, or resolution shall be submitted to the executive director/secretary at least 30 days prior to the first day of such meeting. The executive director/secretary shall promptly distribute any proposed amendments or revisions to the Legal Affairs Committee for the Legal Affairs Committee to develop an unbiased analysis of the amendments or revisions. Following development of an analysis for the proposed amendments or revisions, the executive director/secretary shall distribute copies of any resolutions, amendments or revisions, including any applicable analyses, to all members of the Association at least five days prior to presentation at such meeting. The 30-day rule may be suspended at any meeting of the Association by consent of three-fourths of the members present. Voting on resolutions, amendments, or revisions shall proceed as provided by Sections 3 and 4 of this Article.

Section 9. Nomination of President and Vice President.

- A. **Qualification.** At the time of their election, the president and vice president of the Association shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association.
- B. **Nominating Committee Process.** All nominations for the positions of president and vice president shall be accompanied by an official resolution from the Association member agency on whose board the nominee serves. Said resolution shall be signed by an authorized signatory of the member agency's Board of Directors.
- C. **Nominations from the Floor.** Additional nominations may be made by any member of the Association for the office of president and vice president. Said nominations and seconds shall be made from the floor during the election of the offices of president and vice president at the membership meeting scheduled for said purposes (as provided for in the penultimate sentence of Article 8, Section 2). Such nominations and seconds shall be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second.

Section 10. Additional Procedures for Election of Officers. The Board shall have the authority to develop additional procedures for elections of president and vice president when not otherwise covered by these bylaws.

ARTICLE 10 – INDEMNIFICATION OF DIRECTORS, OFFICERS, AND OTHER AGENTS

Section 1. Right of Indemnity. To the fullest extent permitted by law, this Corporation shall indemnify its Directors, Officers, employees, and other persons described in Section 7237(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any “proceeding,” as that term is used in that Section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. “Expenses,” as used in this bylaw, shall have the same meaning as in Section 7237(a) of the California Corporations Code.

Section 2. Approval of Indemnity. On written request to the Board by any person seeking indemnification under Section 7237(b) or Section 7237(c) of the California Corporations Code, the Board shall promptly determine under Section 7237(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 7237(b) or Section 7237(c) has been met and, if so, the Board shall authorize indemnification.

Section 3. Advancement of Expenses. To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws in defending any proceeding covered by those Sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the Corporation for those expenses.

Section 4. Insurance. The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its Officers, Directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer’s, director’s, employee’s or agent’s status as such.

ARTICLE 11 – MISCELLANEOUS

Section 1. Conduct of Meetings. All meetings of the Association shall be conducted in accord with the code of conduct and in substantial accordance with the latest edition of Robert’s Rules of Order Newly Revised unless the Board adopts alternate rules of conduct for itself and/or its committees, region boards, and region workgroups.

Section 2. Funds. The funds of the Association shall be used to further the aims and purposes of this Association. They shall be kept by the controller/treasurer and paid out by checks or other electronic means, which shall only be valid with two authorized signatures. The Board of Directors shall designate by resolution which persons, other than the controller/treasurer, may sign for expenditures. The Finance Committee shall implement procedures to ensure necessary internal controls over the receipt and

expenditures of Association funds and arrange for an external audit. Audit reports shall be presented to the Board of Directors.

Section 3. Disposition of Assets upon Dissolution. The Association's properties and assets are irrevocably dedicated to the fulfillment of the Association's purposes as described in Article 2 of the Articles of Incorporation. No part of the Association's net earnings, properties and assets, on dissolution or otherwise, may inure to the benefit of any private person. Upon the dissolution of the Association, all debts thereof shall be paid and its affairs settled, and all remaining assets shall be distributed to the Association's member political subdivisions for a public purpose, consistent with the provisions of the California Nonprofit Corporation Law relating to public benefit corporations then in effect and with the Articles of Incorporation.

Section 3. Definitions. As used in these bylaws, the term "notice provided by electronic means" shall refer to notice given by fax or e-mail.

Amended comprehensively December 1, 2010

Amended May 9, 2012

Amended May 7, 2014

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PROXY DESIGNATION FORM

**ASSOCIATION OF CALIFORNIA WATER AGENCIES
GENERAL SESSION MEMBERSHIP MEETING(S)
WEDNESDAY, DECEMBER 2, 2015 AT 1:05
THURSDAY, DECEMBER 3, 2015 AT 1:20 (IF NEEDED)**

TO: Donna Pangborn, Executive Assistant/Clerk of the Board

EMAIL: donnap@acwa.com

FAX: 916-325-4857

The person designated below will be attending the ACWA General Session Membership Meeting(s) on **Wednesday, December 2, 2015, (and December 3 if necessary)** as our voting delegate.

<i>MEMBER AGENCY'S NAME</i>	<i>AGENCY'S TELEPHONE No.</i>
<i>MEMBER AGENCY'S AUTHORIZING REPRESENTATIVE</i>	<i>SIGNATURE</i>
<i>DELEGATE'S NAME</i>	<i>SIGNATURE</i>
<i>DELEGATE'S EMAIL</i>	<i>DELEGATE'S TELEPHONE No.</i>
<i>DELEGATE'S AFFILIATION (if different from assigning agency)¹</i>	<i>DATE</i>

¹ If your agency designates a delegate from another entity to serve as its authorized voting representative, please indicate the delegate's entity in the appropriate space above. Note: Delegates need to sign the proxy form indicating they have accepted the responsibility of carrying the proxy.

REMINDER: Proxy cards will be available for pick up on **Wednesday, December 2, 2015**, between **9:00 a.m.** and **12:30 p.m.** at the **ACWA General Session Desk** in the **alcove** area outside of the **Crystal Ballroom, Renaissance Indian Wells**, where the luncheon and General Session Membership Meeting will be held.

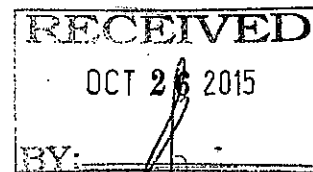


Cucamonga Valley
Water District

Martin E. Zvirbulis
Secretary/General Manager/CEO

CC: BOD
Dave P. 101

10440 Ashford Street • Rancho Cucamonga, CA 91730-2799
P.O. BOX 638 • Rancho Cucamonga, CA 91729-0638
(909) 987-2591 • Fax (909) 476-8032



October 19, 2015

Board of Directors
Las Virgenes Municipal Water District
4232 Las Virgenes Rd
Calabasas, CA 91302

Dear President and Members of the Board:

I am honored to share with you that I have officially received the 2016-2017 nomination for President of the Association of California Agencies (ACWA). I am poised and ready to provide strong leadership and guidance to our over 430 member agencies that represent ACWA.

Over the summer many of our members confirmed their support of my nomination through resolutions, phone calls and one-to-one meetings with me. I thank you for your support and will do everything in my power to represent you and your agency's unique perspective to ensure sensible water policy is being proposed at both the state and federal level.

There are many wonderful characteristics about ACWA, but the attributes that I cherish the most are the diverse perspectives of our members. We have built a collaborative and supportive community that works together to solve issues that have lasting benefits to the regions that we serve. There are many more challenges before us that will require a style of leadership that seeks to find solutions that benefit our industry and our ratepayers. I am completely committed, willing and able to continue a legacy of leadership that helps resolve issues and provides a better water supply outlook for future generations.

I respectfully request your support to represent you and your organization and the millions of people that rely on our foresight and leadership to provide a high quality and reliable water supply to our customers. I look forward to seeing you at our Fall Conference in Indian Wells. Thank you for your continued support and please contact me should you have any questions about my candidacy at 909.635.4177.

Respectfully,

Kathleen J. Tiegs
Director

Kathleen Tiegs

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For 2016-2017 Association of California Water Agencies President

October 19, 2015

My Fellow ACWA Member:

Over the past two years I have had the pleasure to serve in the capacity as ACWA Vice-President working closely with President John Coleman, Past President Randy Record and my other colleagues on the ACWA board of directors. As a team, we work collaboratively engaging in issues that are critical to the water community as well as to the ratepayers that we represent at each of our agencies.

My experience with ACWA began on a regional basis having served on the ACWA Region 9 Board of Directors beginning in 2008. I also had the opportunity to serve as the Vice-Chair of the Federal Affairs Committee, and served on the Local Government and the Groundwater Committees. My active participation in the committees and the Region 9 board provided a strong foundation as I began to pursue other avenues to expand my understanding and knowledge of the ACWA organization. The experience I have gained over the past two years has well-equipped me to effectively dialogue with the Administration, regulatory agencies, and other special interest groups that impact our industry. More importantly it has given me the experience to lead our organization, and build upon the accomplishments of those that came before me.

Currently, I serve as the Chair of the Sustainable Groundwater Management Act Implementation Policy Group. The Group has provided a critical role working closely with the Administration and the Department of Water Resources to ensure members concerns are clearly voiced as the law is implemented. In order to be an effective leader I believe it is important to engage with members throughout the state so I can better understand the issues in all of the regions. I regularly attend ACWA committee meetings, as well as regional events so I can have a two-way conversation with members and hear what is important to them and their regions.

Currently, I serve on the Cucamonga Valley Water District (CVWD) Board of Directors. I was elected to CVWD in November 2005 and have served as both President and Vice-President of the Board of Directors. Prior to my serving on the CVWD Board, I enjoyed a career in water resources management for a local wholesale water agency for over 30 years. In April 2011, I was honored by State Assembly Member Mike Morrell as the 63rd Assembly District Woman of the Year.

Thank you for allowing me to share my experience, leadership and knowledge with you. I look forward to the opportunity to represent you and the water industry of California. Please feel contact me directly should you have questions about my candidacy (909) 635-4177.

Thank you in advance for your consideration.

Kathleen J. Tiegs



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject : 2015 Urban Water Management Plan: Request For Proposals

SUMMARY:

The District is required to prepare and submit an updated Urban Water Management Plan (UWMP) to the California Department of Water Resources by July 1, 2016. The UWMP describes the District's efforts to balance water supplies and demands over a 20-year period, considering normal, single-dry and multiple-dry water years. Staff recommends approval of a request for proposals to select a consultant to prepare the updated UWMP.

RECOMMENDATION(S):

Approve the Request for Proposals for preparation of the 2015 Urban Water Management Plan.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with a request for proposals.

DISCUSSION:

The California Urban Water Management Planning Act (Act) requires urban water suppliers to update their UWMP every five years. Prior to adoption of an updated UWMP, the governing body of the urban water supplier must conduct a public hearing. In the past, updated UWMPs were to be adopted and submitted to the California Department of Water Resources by December 31st of years ending in zero and five (i.e. 2015). However, due to recent legislative changes related to the content of UWMPs, the deadline was pushed back by six months to July 1, 2016.

Following is a summary of the basic requirements of the Act for UWMPs.

- Prepare and/or update an Urban Water Management Plan every 5 years;
- Coordinate with appropriate agencies in plan preparation;
- Quantify current and projected population in five-year increments for 20 years;
- Quantify current and past water use for a 20-year historical period and future use in five-year increments

for 20 years;

- Quantify existing and planned sources of water, to the extent practicable, in five-year increments for 20 years;
- Assess the reliability of water supplies during normal, single-dry and multiple-dry years for 20 years;
- Provide the water supply reliability assessment portion of the plan to any cities and/or counties within its service area; and
- Hold a public hearing, adopt the plan by resolution, and file it with the California Department of Water Resources.

In addition, the following bills were passed by the California Legislature in 2014, requiring addition items to be addressed in updated UWMPs.

- AB 2067 (Weber) - requires more thorough reporting of demand management measures and updated the submittal date for UWMPs to July 1, 2016.
- SB 1420 (Wolk) - requires the use of new standardized forms and reporting of both water losses and passive water savings (i.e. from codes and ordinances).
- SB 1036 (Pavley) - provides for voluntary inclusion of energy-related information.

Following is the proposed schedule for the Request for Proposals.

- | | |
|-------------------------------------|-------------------|
| ● Approval of Request for Proposals | November 10, 2015 |
| ● Proposal Due Date (3:00 p.m.) | December 15, 2015 |
| ● Board Acceptance of Proposal | January 12, 2016 |

GOALS:

Provide Safe and Quality Water with Reliable Services

Completion of the 2015 Urban Water Management Plan will provide a roadmap for the District to continue providing reliable water service to its customers.

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

ATTACHMENTS:

[2015 Urban Water Management Plan - Request for Proposals](#)



REQUEST FOR PROPOSALS
FOR
2015 URBAN WATER MANAGEMENT PLAN
(UWMP)

PROPOSALS DUE December 15, 2015 at 3:00 p.m.

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

November 10, 2015

REQUEST FOR PROPOSALS
Las Virgenes Municipal Water District

TABLE OF CONTENTS

- I. Introduction
- II. Background Information
- III. Scope of Work
- IV. Project Schedule
- V. Proposal Instructions
- VI. Selection Criteria/Evaluation
- VII. Appendices
 - A. Figures
 - Figure A1 – Existing Potable System
 - Figure A2 – Existing Recycled Water System
 - B. Agreement for Professional Services (sample)

I. INTRODUCTION

The Las Virgenes Municipal Water District invites your firm to submit a proposal to prepare the District's 2015 Urban Water Management Plan ("UWMP"). Included in this work is a demographic analyses of the District's service area, residential and commercial population growth, land uses, water demand out to the year 2035, updated water per capita usage, recycled water utilization, assessment of conservation efforts and recommendations concerning water strategies to meet the future demands. The consultant will use the 2015 UWMP Guidebook for preparation in the interim and contact Department of Water Resources (DWR) for any updates. The selected firm needs to stay updated on any new legislative mandate to be addressed in the updated UWMP.

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 Request for Proposal (RFP) may be cause for disqualification.

Consultant can request a pre-proposal meeting by contacting John Zhao, Principal Engineer.

Questions regarding this Request for Proposal should be directed to John Zhao, Principal Engineer at 818.251.2230 or jzhao@lvmwd.com.

II. BACKGROUND INFORMATION

LVMWD is a special district established in 1958. The service area encompasses 124-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 70,000. **Figure A1 and A2** illustrates the District's service area along with the extent of its potable and recycled water system. A five-member elected Board of Directors governs the District.

The District purchases 100% of its potable water from Metropolitan Water District of Southern California (MWD). There are no local surface, or subsurface, sources of water that can be used. The District does have an extensive distribution system to allow the use of recycled water to meet some irrigation needs. The District's potable water facilities include 24 potable water tanks, 23 pump stations, 177 miles of transmission pipeline and 206 miles of distribution pipeline. The District also operates and maintains the 15 MGD Westlake Filtration Plant, which provides disinfection and filtration for the Las Virgenes Reservoir, an uncovered reservoir in Westlake Village.

The District operates the Tapia Water Reclamation Facility and produces high quality tertiary treated recycled water for beneficial reuse. This recycled water is used for irrigating parks, common open spaces, medians, golf courses, and school play areas. Use of recycled water to help meet irrigation needs has proven to be an important asset for the District's water resources. The District meets approximately 20% of its overall water demand with recycled water.

A large percentage of the District's service area is undeveloped and held in ownership by state and federal park agencies. Further, numerous parcels of land have been dedicated as permanent open space precluding any development. In general, developed areas of the District (residential, commercial, and light industrial) follow the US 101 Freeway running east-west in

the incorporated cities in the corridor. Agricultural lands encompass less than one percent of the service area.

It is the goal of the District to have a Final Draft 2015 UWMP completed no later than April/May, 2016, and to submit the final UWMP to the DWP no later than June 2016.

III. SCOPE OF WORK

This project will complete the background work, coordination, analysis and preparation of documents necessary to complete the District's submission of the 2015 UWMP to the State of California Department of Water Resources by June 30, 2016. This includes the required public hearing and a resolution by the District Board of Directors adopting the 2015 UWMP.

In general, the UWMP is an analysis of:

- Water demand analysis out for 20 years (this UWMP will actually project out to 2030)
- Water Supply analysis (to meet demand) – include recycled water
- Drought management measures (as defined by state criteria) and related to the MWD Water Supply and Drought Management (WSDM) Plan
- Water conservation - Implementation of "Best Management Practices." Consult with the District staff for new or revised water allocation, conservation policies.
- Relationship of LVMWD UWMP and MWD Regional Water Plan
- Other matters as defined by 2015 UWMP Act
- Optional information required by Section 10631.2 related to energy

Elements of UWMP (defined by State of California DWR)

- Plan Preparation
- Service Area Description
- Water Supply
- Water Demand
- Supply Reliability
- Wastewater, Recycling and Recycled Water Storage
- Supply and Demand Comparison
- Water Shortage Contingency Plan (relate to adopted district Drought Management Plan and the MWD WSDM Plan)
- Conservation Measures
- Coordination with local cities, counties and Southern California Metropolitan Water District.

The 2015 UWMP for the District should utilize GIS for many purposes. These include, as a minimum, the descriptions of the District's service areas, the existing infrastructure, analyses of demands, recycled water use, conservation measures (water use efficiency reports, etc.) The final product should also be in a format to be easily adapted to internet access and distribution and be compatible with the District GIS.

Population forecasting is an important element in developing future water demands. This forecasting should reference existing District reports (Master Plan, Connection Fee Study and others), SCAG modeling and population forecasting, current and future land use plans of the cities and county areas in the District's service area, and trends in water use for existing District customers.

Deliverables:

- Demographic analyses of growth for the District service area out to the year 2035
- Updated potable and recycled water master planning forecasts for demands based on location, service or pump zone area, present and planned land uses, and other criteria
- Updated per capita water use factors for existing services
- Completed 2015 UWMP (for submission to California Department of Water Resources)
- Preparation for Public Hearing regarding adoption of the 2015 UWMP
- Preparation of Board Resolution adopting 2015 UWMP and subsequent submission to State

IV. PROJECT SCHEDULE

Approval of Request for Proposals	November 10, 2015
Proposal Due Date (3:00 p.m.)	December 15, 2015
Acceptance of Proposal (Board meeting)	January 12, 2016
Preliminary Draft UWMP 2015	March 2016
Presentation of Draft UWMP to Board	April 2016
Public Hearing for UWMP (w/60 days notice)	April 2016
Final Draft UWMP	May, 2016
Board Resolution Adopting UWMP	May, 2016
Final UWMP Submitted to State DWR	June, 2016

V. PROPOSAL INSTRUCTIONS

Proposal Format

1. All proposals must be bound.
2. Proposals shall include a table of contents listing all sections, figures, tables, and other graphic or referenced materials.
3. Index tabs labeled for each section shall separate major sections and appendices.
4. Pages with narratives shall be single-spaced and numbered.
5. Proposals shall be organized according to the following outline:
 - Introduction and Executive Summary
 - Team Composition and Responsibilities
 - Detailed Scope of Work Plan and Schedule
 - Team Experience in Similar Projects and Results
 - Resource Commitments of Team Members
 - Professional References, Résumés, Experience
 - Definition of Resource Commitments on District staff

- Fee/Price Schedule for Services (**Bound Separately**)

1. Introduction and Executive Summary

Include a brief executive summary of the major facts and features of the Proposal, focusing on innovative approaches to the preparation of the UWMP. Summarize conclusions, assumptions, and recommendations the consultant desires to make. The executive summary should be designed specifically for review and understanding by a non-technical audience. Include a brief description of the consultant team's corporate and other organizational history with an overview of experience on similar projects and their outcome(s).

2. Team Composition and Responsibilities

Consultant shall identify all resources and individuals involved in this effort and their relative level of effort commitment to the project. Each individual, or group, shall be identified for their responsibility in the overall effort and the products, or work effort, undertaken.

The District's standard Agreement for Professional Services is included as Appendix. The consultant shall have the ability to execute the agreement in this form. Professional liability insurance in the amount of \$1 million is required.

The consultant shall be responsible for all services performed under the Agreement for Professional Services with the District. If sub-consultant services are utilized they must be identified in the scope of work along with the services performed and be identified in the fee schedule together with their respective billing rates. Individuals working on various portions of the effort shall be fully capable and qualified to provide the services rendered.

Changes in the use of key personnel shall be approved only by the District and shall not affect: (1) the overall project schedule as presented in the Scope of Work, (2) the proposed procedures and methodology to be used, and, (3) the cost of services provided.

3. Detailed Scope of Work Plan and Schedule

This is the most important section of the Proposal.

The consultant team shall define their Scope of Work by:

- Identify in specific detail their understanding of the study.
- Define the goals and objectives of the work effort.
- Describe the approach taken by the consultant.
- Identify how the consultant team will perform the work while engaging the District staff and Board.

- Make a firm commitment to resource allocations of all parties involved.
- Identifying key decision points and milestones in the process.
- Summarizing reporting requirements.
- Providing an overall work schedule and milestones for the effort.
- Define the "Project Deliverables" of the consultant's efforts.

4. Team Experience

Summarize capabilities and relevant experience of each individual, or sub-firm (if used) involved in the UWMP preparation with particular emphasis on how the support as described herein will be accomplished.

Summarize experience of consultant firms in implementing successful solutions to issues of similar nature. Attention should be directed to:

- Strength of consultant's knowledge, experience and application in the administration of similar projects or programs.
- Familiarity in water master planning related to demand forecasting and analysis coupled with water supply management strategies.
- Familiarity with the State requirements for preparation of the 2015 UWMP Act.
- Familiarity in GIS use and application matters is considered essential to successful performance.

A listing of at least three applicable references for projects or programs of similar nature to that being proposed herein is required for each firm and individual. The listing shall indicate the role, responsibility, effectiveness of effort, and summary of action for each example cited.

5. Resource Commitments

Summarize the commitments of labor and other costs each firm and individual will provide in support of the Scope of Work.

6. Professional References, Resumes, and Experience

Summarize current resumes, experience, and corporate background for all firms and key individuals providing services under the Scope of Work. (Actual resumes for firms and individuals may be bound separately for ease of review.)

Provide the following information relevant to each consultant member of the team:

- Company name, business address, phone number and point of contact
- Year company established
- Focus of work product of the company (i.e., multi-disciplinary or single purpose, etc.)
- Professional company references

- Type of ownership and parent company, if any
- Identify individual authorized to negotiate on behalf of the company and fully obligate and make binding commitments for the company
- Summarize current financial status and condition of the company
- Be prepared to provide a current copy of the company's annual audited report and statement of financial condition, or equivalent

7. Definition of Resource Commitments on District Staff

Summarize the assumptions made by the consultant relative to resource commitments to be provided by District staff or the District's GIS platform in terms of labor, facilities, equipment, and the like to assist the consultant during the course of work.

8. Fee/Pricing Schedule for Services

This section to be sealed, bound separately, and marked "Confidential".

Consultant to break down pricing and fee schedules for all sections of work as follows:

- Fee schedules for all levels of professional work effort on an hourly basis
- Pricing schedules for any other support efforts required by the course of the work
- Pricing schedules for ancillary support services related to the efforts
- Fee Proposal and related other costs to be assembled and organized consistent with the Scope of Work reflecting the level of effort to produce various work products including interim and final reports

VI. SELECTION CRITERIA/EVALUATION

The Proposals will be evaluated with the following considerations:

1. Overall approach to the problem and understanding of the issues.
2. Overall proposed Scope of Work addressing the goals and objectives.
3. Commitment to quality during the course of the work.
4. Commitment of key people to work effort.
5. Overall experience of the individuals and the firms finding success in similar efforts.
6. Overall experience in technical proficiency and professional reputation of the firms and individuals.
7. Evidence of completing work on schedule and within budget.

8. Cost of proposal.

APPENDIX A

Figures

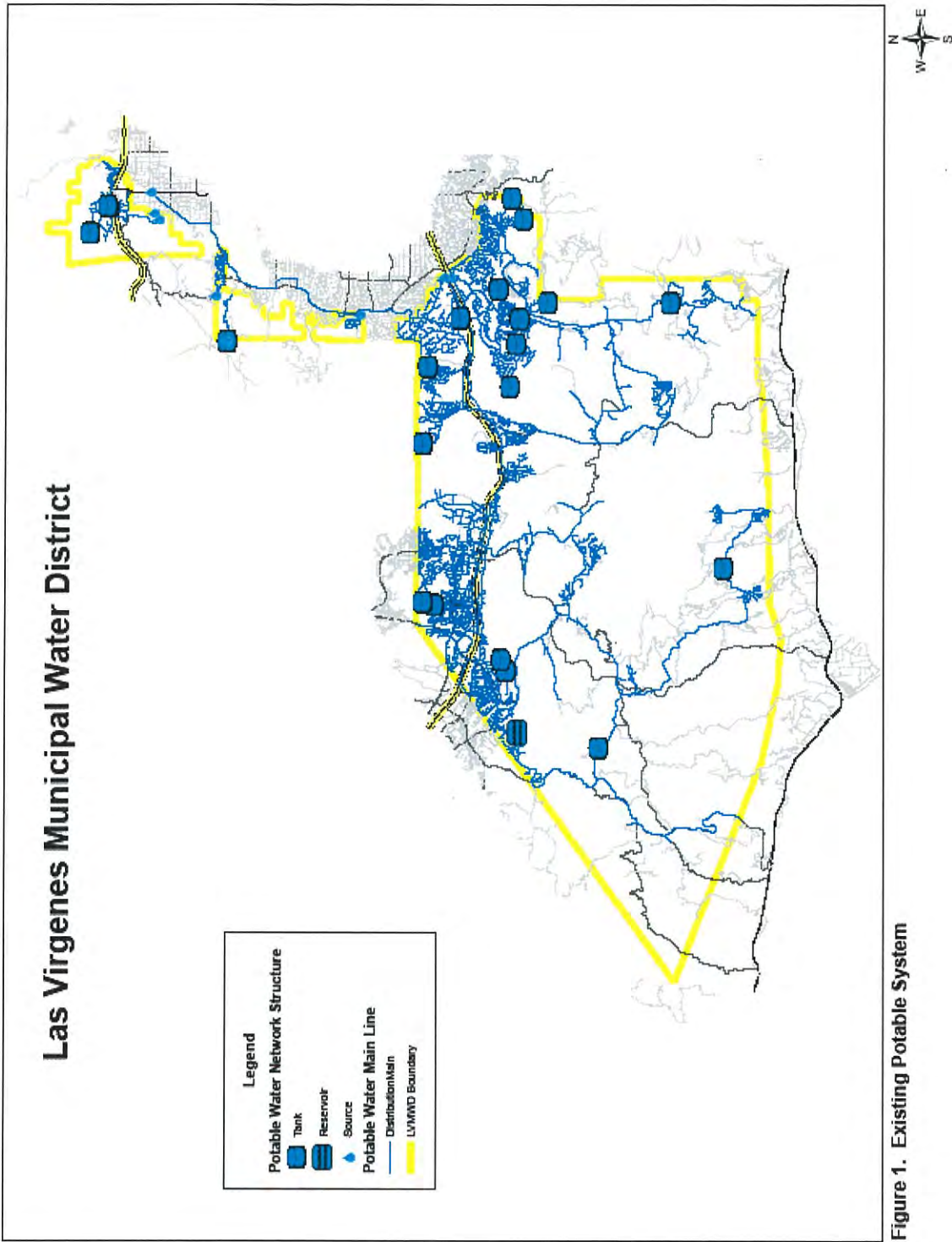


Figure 1. Existing Potable System

A-1

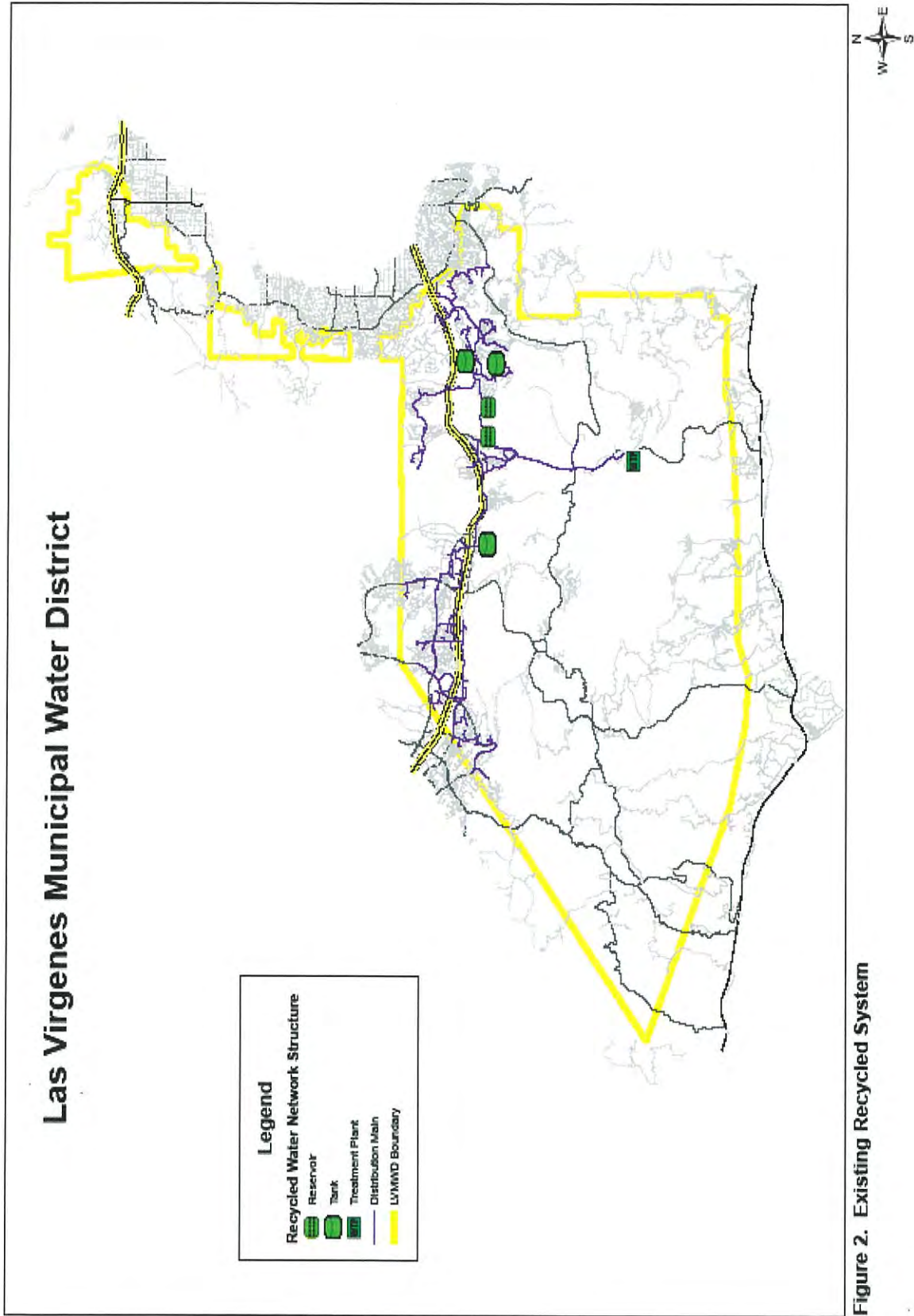


Figure 2. Existing Recycled System

A-2

APPENDIX B

CONSULTANT AGREEMENT

CONSULTANT AGREEMENT

As of _____, 2015, the _____ hereinafter called "Agency," and _____, hereinafter called "Consultant," agree as follows:

1. Purpose.

Under this Agreement, Consultant shall _____

2. Services.

The Consultant shall, in good workmanlike and professional manner, furnish the technical, administrative, professional and other labor, supplies and materials, equipment, printing, vehicles, transportation, office space and facilities necessary to perform and complete the work and provide the services as set forth in Exhibit "A" of this Agreement.

3. Consideration.

(a) The Agency shall compensate Consultant on a time-and-material basis, contingent on satisfactory performance of the work. The aggregate payments under this Agreement shall not exceed \$_____, as more fully described on Exhibit "B."

(b) The Consultant shall complete and submit an invoice showing date of work, description of work performed, amount of invoice and supporting documentation. The Agency shall pay the Consultant within thirty (30) days of invoice being submitted.

4. Term.

This Agreement shall commence on the date above written, and shall continue until completion of the services described above. Either party may terminate this agreement on thirty (30) days' written notice. If this contract is terminated by Agency without cause, Agency shall pay Consultant for work performed prior to the date the notice of termination is received by contractor. If the contract is terminated by Consultant without cause, Consultant shall reimburse Agency for additional costs to be incurred by Agency in obtaining the work from another consultant.

5. Ownership of Data, Reports, and Documents.

The Consultant shall deliver to Agency on demand or completion of the project, notes of surveys made, reports of tests made, studies, reports, plans, and other materials and documents which shall be the property of the Agency. If the Agency uses any of the data, reports, and documents furnished or prepared by the Consultant for projects other than the project shown on Exhibit "A," the Consultant shall be released from responsibility to third parties concerning the use of the data, reports, and

documents. The Consultant may retain copies of the materials. The Agency may use or reuse the materials prepared by Consultant without additional compensation to Consultant.

6. Subcontracts.

The Consultant shall not subcontract or assign responsibility for performance of any portion of this Agreement without the prior written consent of the Agency. Except as otherwise specifically approved by Agency, Consultant shall include appropriate provisions of this Agreement in subcontracts so rights conferred to Agency by this Agreement shall not be affected or diminished by subcontract. There shall be no contractual relationship intended, implied or created between Agency and any subcontractor with respect to services under this Agreement.

7. Independent Contractor.

The Consultant is an independent contractor, and not an employee of Agency.

8. Indemnification.

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

9. Insurance.

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

(b) Consultant shall provide the following coverages:

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

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

(3) Workers' Compensation insurance as required by the Labor Code of the State of California with the statutory limits required by the Labor Code and Employers Liability for \$1,000,000 per accident for bodily injury or disease. Consultant and subcontractors shall cover or insure their employees working on or about the site, regardless of whether such coverage or insurance is mandatory or merely elective under the law.

(4) Professional liability insurance covering loss resulting from errors or omissions of Consultant with a liability limit of at least \$1,000,000 per occurrence.

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

(1) Commercial general liability and automobile liability:

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

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

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

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

(v) The policies may provide coverage which contains deductible or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to Agency under such policies. Consultant shall be solely responsible for deductible and/or self-insured retention and Agency, at its option, may require Consultant to secure the payment of such deductible or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit. The insurance policies that contain deductibles or self-insured retentions in excess of \$25,000 per occurrence shall not be acceptable without the prior approval of Agency.

(vi) Prior to start of work under this Agreement, Consultant shall file with Agency evidence of insurance as required above from an insurer or insurers certifying to the required coverage. The coverage shall be evidenced on an certificate of insurance signed by an authorized representative of the insurer(s). A copy of certificate shall be filed with the Agency. Should the required coverage be furnished under more than one policy of insurance, Consultant may submit as many certificates of insurance as needed to provide the required amounts. If the Certificate furnished by Consultant does not adequately verify the required coverage, Agency has the right to require Consultant to provide copies of the specific endorsements or policy provisions actually providing the required coverage. The Agency reserves the right to require certified complete copies of any insurance coverage required by this Agreement, but the receipt of such policy or policies shall not confer responsibility upon the Agency as to sufficiency of coverage.

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

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

(e) Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein. Consultant shall maintain evidence of compliance with the insurance requirements by the subcontractors at the job site and make them available for review by Agency.

10. Miscellaneous.

(a) Copies of documents such as tracings, plans, specifications, and maps prepared or obtained under the terms of this agreement shall be delivered to and become the property of Agency. These documents are instruments of service for this project only and are not intended or authorized for other use by Agency or third parties.

Basic survey notes, sketches, charts, and computations shall be made available upon request to the owner without restrictions or limitations to their use. If the above-mentioned documents are reused by Agency, revisions will be indicated and Consultant will be released and held harmless of liabilities by Agency.

(b) Consultant shall not be responsible for the acts of omissions of any Contractor, any sub-contractor, or any of the Contractor's or sub-contractor's agents or employees or any other persons (except his own employees and agents) at the project site or otherwise performing any of the work of the project, except insofar as such acts or omissions were or should have been observed and reported by an experienced and qualified design professional or by the full-time Resident Project Representation. The Contractor is solely responsible for constructions, means, methods, materials, techniques, sequences, and safety at the site.

(c) Neither party hereto shall assign, sublet or transfer interests hereunder without first obtaining written consent from the other party.

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

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

[Agency name]
ATTN:
[address]
[city, state, zip]

[Consultant name]
ATTN:
[address]
[city, state, zip]

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

11. Integration.

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

12. Governing Law.

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

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

APPROVED:
[Agency]

APPROVED:
[Consultant]

By: _____
Name: _____
Its: _____

By: _____
Name: _____
Its: _____

Attest:

By: _____
Secretary

Approved as to Form:

By: _____
Agency Counsel



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Resource Conservation & Public Outreach

Subject : Renewal of Landscape Maintenance Services Agreement

SUMMARY:

Villa Esperanza Services (VES) is a non-profit organization that has provided landscape maintenance services at various District facilities for the past ten years. In 2013, the Board authorized a one-year agreement to VES, in the amount of \$4,783 per month, with two one-year renewal options for the services. Although one renewal option remains, VES has requested a 15% increase in the contract amount due to higher operating costs associated with bringing its wages more in-line with State-mandated minimum wages. Staff recommends that the Board authorize the increase given the long-term relationship with VES and overall value provided to the District.

RECOMMENDATION(S):

Authorize the General Manager to execute a one-year agreement with Villa Esperanza Services, in the amount of \$5,500 per month, with two one-year renewal options for landscape maintenance services.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are available in the adopted Fiscal Year 2015-16 Budget and will be proposed in future year budgets for the services. The work will be charged to the appropriate business units for the facilities where the landscape maintenance services are rendered.

DISCUSSION:

VES employs developmentally-disabled individuals who are given a chance to learn and work as productive members of the community. Their services consist of landscape maintenance, janitorial work, beach maintenance, moving, vending, and food preparation services. Notable VES clients include major supermarket chains, The Home Depot, Mann Theaters, PetSmart and many other smaller companies.

In 2010, the Board approved a 5% increase for VES, which adjusted its monthly fee to \$4,783, the first change since VES began providing services to the District in 2005. In 2013, the Board authorized a one-year agreement, in the amount of \$4,783 per month, with two one-year renewal options. For the last renewal option under this authorization, VES is requesting a 15% increase, or \$717 per month, to bring its wages more in-line with the State-mandated minimum wages, which increased by 12.5% in July 2014 and are scheduled for an

increase of 11% in January 2016. Considering the 5% increase in 2010, plus to the currently-requested 15% increase, the annualized escalation over 10 years would amount to approximately 2%.

Staff believes the VES request is reasonable considering the minimum wage increases pose a significant financial impact to the non-profit organization. In recognition of the value and good service VES provides to the District's customers and community, staff recommends approval of the increase for the next year and an option to renew the agreement for two one-year terms. Board approval is required because the increase exceeds the General Manager's approval authority.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Carlos G. Reyes, Director of Resource Conservation and Public Outreach



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : J.D. Edwards Software: Annual Support and Maintenance Agreement

SUMMARY:

The District has used J.D. Edwards (JDE) Enterprise Resource Planning (ERP) software since 1996. The JDE modules include functionality for general accounting, job costing, accounts payable, inventory, purchasing, human resources, and payroll. In 2005, JDE was purchased by Oracle Corporation, and Oracle has been providing support and upgrades for the software since that time. The District will conduct an assessment of the ERP system in Fiscal Year 2016-17 as called for in the adopted Information Systems Master Plan. Until that time, it is necessary to renew the annual support and maintenance agreement to continue using the software.

RECOMMENDATION(S):

Authorize the General Manager to execute an annual support and maintenance agreement with Oracle Corporation, in the amount of \$67,651.86 plus applicable taxes, for the District's J.D. Edwards financial software.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are available in the adopted Fiscal Year 2015-16 Budget and will be proposed in future year budgets.

DISCUSSION:

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

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Mary Capps, Secretary

ATTACHMENTS:

[Support and Maintenance Agreement](#)



6-Aug-15

Accounts Payable
Las Virgenes Municipal Water District
4232 Las Virgenes Road
CALABASAS
CA 91302
United States

Dear Accounts Payable

The technical support services provided under support service number 3976942 will expire, or have expired, on 22-Feb-16. Please find attached an ordering document for the renewal of these technical support services. If applicable, the attached ordering document may include technical support services that you have requested to order that are in addition to the technical support services that you are renewing.

To prevent interruption to and/ or termination of technical support services, please complete your order for the renewal of technical support services, identified in the ordering document, by issuing a form of payment acceptable to Oracle in accordance with the Order Processing Details section of the ordering document on or before 24-Jan-16.

If you have questions regarding your order or require further information, please contact me at the e-mail address or telephone number provided below.

Regards,

Lisa Kinsman
Oracle Support Services
E-mail: lisa.kinsman@oracle.com
Tel.: 916-315-5770
Fax: 916-315-3020



GENERAL INFORMATION

OFFER EXPIRATION		ORACLE: Oracle America, Inc.	
Support Service Number:	3976942	Oracle Support Sales Representative:	Lisa Kinsman
Offer Expires:	22-Feb-16	Telephone:	916-315-5770
		Fax:	916-315-3020
		E-mail:	lisa.kinsman@oracle.com
CUSTOMER: Las Virgenes Municipal Water District			
CUSTOMER QUOTE TO		CUSTOMER BILL TO	
Account Contact:	Accounts Payable	Account Contact:	Accounts Payable.
Account Name:	Las Virgenes Municipal Water District	Account Name:	Las Virgenes Municipal Water District
Address:	4232 Las Virgenes Road CALABASAS CA 91302 United States	Address:	4232 Las Virgenes Road CALABASAS CA 91302 United States
Telephone:		Telephone:	-818-251-2100
Fax:		Fax:	
E-mail:	dpatterson@lvmwd.com	E-mail:	@

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

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

SERVICE DETAILS

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

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Capital Asset Management (included in Suite)	16703721	48		LIMITED USE OTHER	23-Feb-16	22-Feb-17	7,225.03
JD Edwards EnterpriseOne Contract and Service Billing (included in Suite)	16703721	48		FULL USE	23-Feb-16	22-Feb-17	4,426.50
JD Edwards EnterpriseOne Financials (included in Suite)	16703721	48		FULL USE	23-Feb-16	22-Feb-17	7,304.41
JD Edwards EnterpriseOne Inventory Management (included in Suite)	16703721	48		FULL USE	23-Feb-16	22-Feb-17	5,220.81
JD Edwards EnterpriseOne Procurement and Subcontract Management (included in Suite)	16703721	48		FULL USE	23-Feb-16	22-Feb-17	6,272.54
JD Edwards EnterpriseOne Project Costing (included in Suite)	16703721	48		FULL USE	23-Feb-16	22-Feb-17	5,320.03
JD Edwards EnterpriseOne Real Estate Management (included in Suite)	16703721	48		FULL USE	23-Feb-16	22-Feb-17	10,943.03
JD Edwards EnterpriseOne Service Management Foundation (included in Suite)	16703721	48		FULL USE	23-Feb-16	22-Feb-17	3,521.70
JD Edwards EnterpriseOne System Foundation (included in Suite)	16703721	48		FULL USE	23-Feb-16	22-Feb-17	453.96

Program Technical Support Fees: USD 50,688.01

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

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Human Resources - Employee Perpetual	16703721	125		FULL USE	23-Feb-16	22-Feb-17	4,065.59
JD Edwards EnterpriseOne Payroll - Employee Perpetual	16703721	125		FULL USE	23-Feb-16	22-Feb-17	3,288.21

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

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
JD Edwards EnterpriseOne Technology Foundation - Application User Perpetual	16703721	48		FULL USE	23-Feb-16	22-Feb-17	8,586.02
JD Edwards EnterpriseOne Time and Labor - Employee Perpetual	16703721	125		FULL USE	23-Feb-16	22-Feb-17	1,024.03

Program Technical Support Fees: USD 16,963.85

Total Price: USD 67,651.86

Plus applicable tax

Please note the following:

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

TECHNICAL SUPPORT SERVICES TERMS

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

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

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

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

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

ORDER PROCESSING DETAILS

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

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

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

Oracle will issue an invoice to You upon receipt of a purchase order or a form of payment acceptable to Oracle. You agree to pay any sales, value-added or other similar taxes imposed by applicable law, except for taxes based on Oracle's income.

"If Las Virgenes Municipal Water District is a tax exempt organization, a copy of Las Virgenes Municipal Water District's tax exemption certificate must be submitted with Las Virgenes Municipal Water District's purchase order, check, credit card or other acceptable form of payment."

Purchase Order

If the technical support services on this ordering document will be ordered and paid under a purchase order, the purchase order must be in a non-editable format (e.g., PDF) and include the following information:

- Support Service Number: 3976942
- Total Price: USD 67,651.86 (excluding applicable tax)
- Local Tax, if applicable

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

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

Check

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

- Support Service Number: 3976942
- Total Price: USD 67,651.86 (excluding applicable tax)
- Local Tax, if applicable

In issuing a check, Las Virgenes Municipal Water District agrees that only the terms of this ordering document and the agreement shall apply to the technical support services ordered under this ordering

document. No terms attached or submitted with the check shall apply.

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

Credit Card Confirmation

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

Credit Card Number

Credit Card Type (Visa, MasterCard, AMEX)

Expiration Date

Billing Address (associated with Credit Card)

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

Authorized Signature

Name (as it appears on the credit card)

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

Remittance Details

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

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

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

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

Oracle America, Inc
PO Box 44471
San Francisco, CA 94144-4471

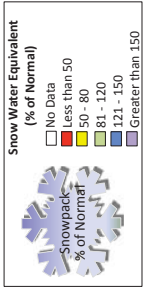
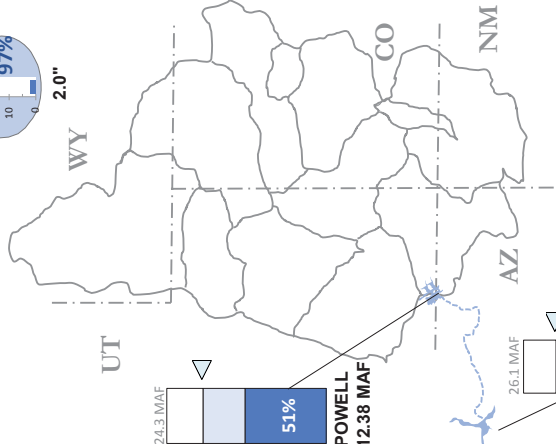
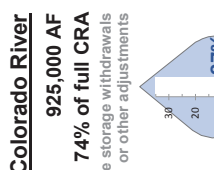
All Other States:

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

WATER SUPPLY CONDITIONS CRA

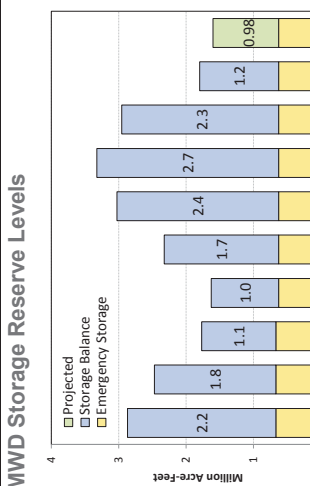
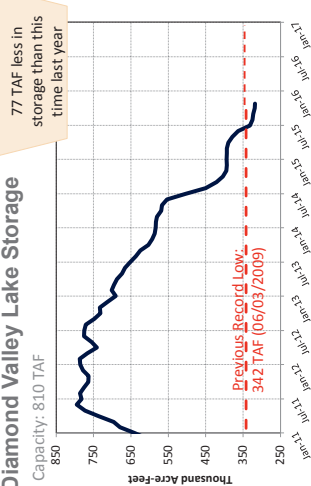
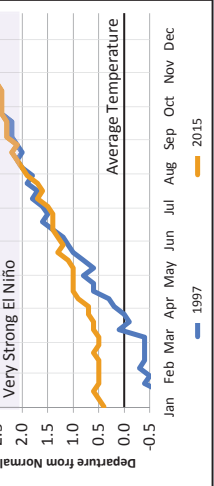
As of: 10/25/2015

2015 Colorado River
925,000 AF
74% of full CRA
 Does not include storage withdrawals or other adjustments

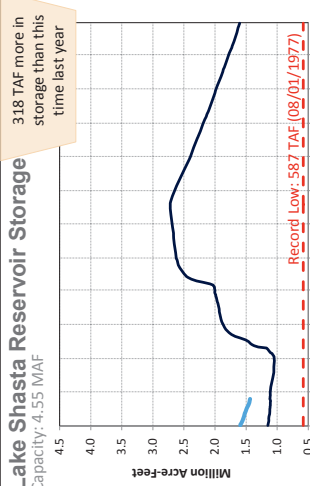
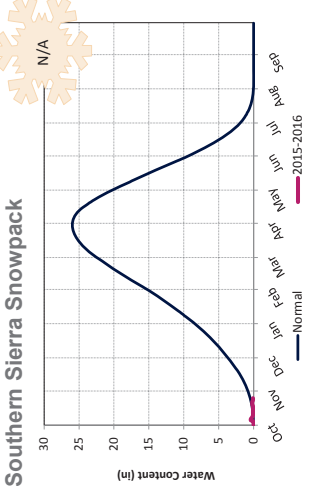
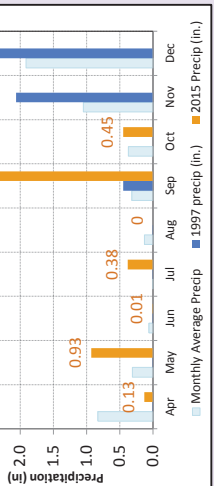


Turn page for more CRA Data Flip Over for SWP Data

1997-98 vs. 2015-16 El Niño Signal



Downtown Los Angeles Precip



This report is produced by the Water Resource Management group and contains information from various federal, state, and local agencies. Metropolitan cannot guarantee the accuracy or completeness of this information. Readers should refer to the relevant state, federal, and local agencies for additional or for the most up to date water supply information. Reservoirs, lakes, aqueducts, maps, watersheds, and all other visual representations on this report are not drawn to scale.

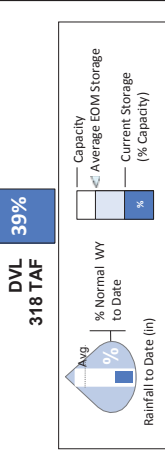
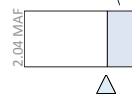
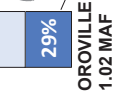
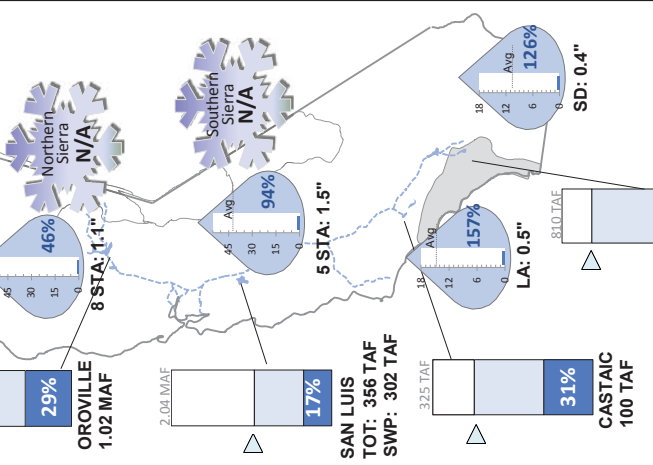
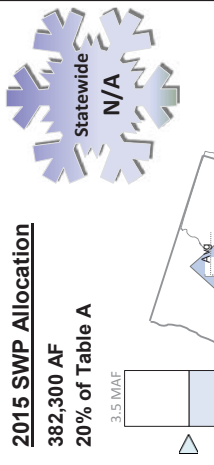
http://www.mwdh2o.com/mwdh2o/pages/yourwater/supply/res_storage/res_storage.pdf

Turn page for more SWP Data

WATER SUPPLY CONDITIONS SWP

As of: 10/25/2015

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

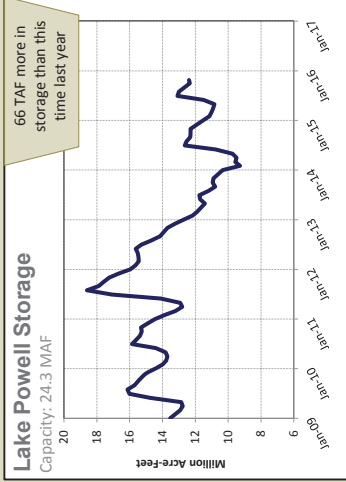
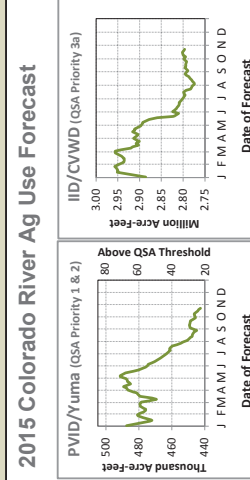
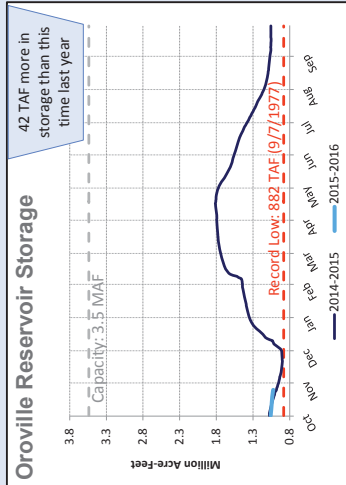
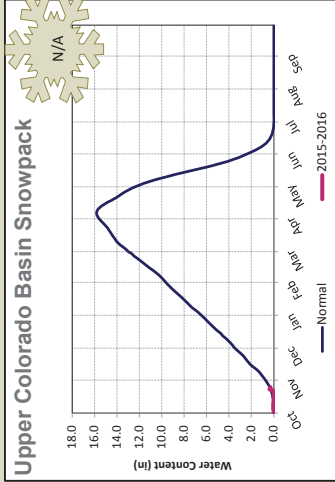
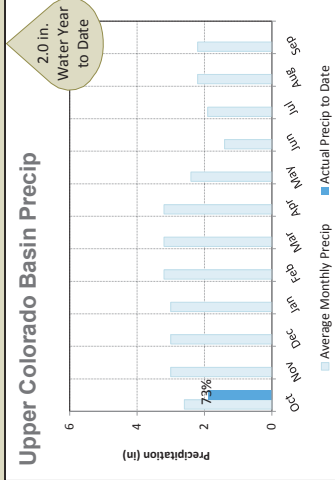
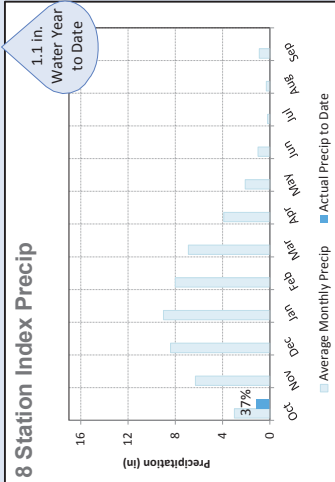
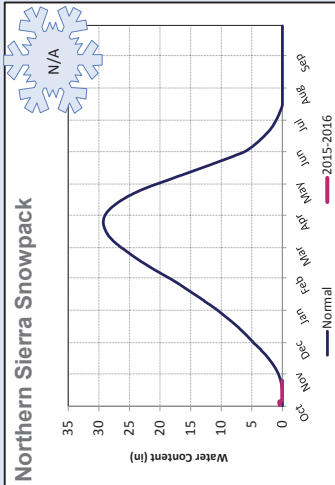


Turn page for more SWP Data

State Water Project Resources

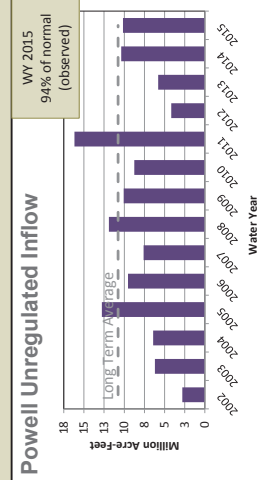
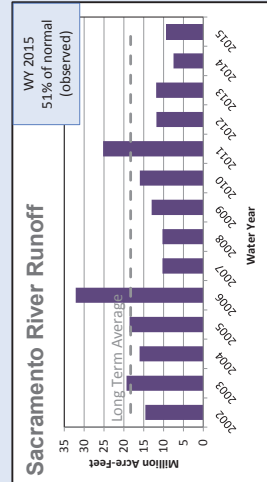
Colorado River Resources

As of: 10/25/2015



Other SWP Contract Supplies for 2015 (AF)

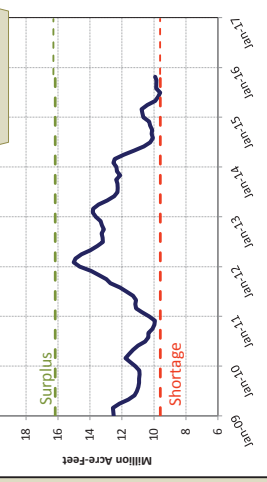
Transfer Supplies*	19,700
Multi Year Pool	1,400
Pool A/B (Purchased)	0
Article 56 (Prior Cal. Year(s) CO)	36,000



Lake Mead Shortage/Surplus Outlook

2016	2017	2018	2019	2020
Shortage	0%	18%	52%	65%
Surplus	0%	0%	7%	15%

Likelihood based on results from the August 2015 USBR Colorado River Simulation System model run





Drought Update Friday, October 30, 2015

KEY ACTION ITEMS FROM THIS WEEK

- **Californians Must Prepare for Winter Floods While Still Conserving Water:** On October 19, the Department of Water Resources (DWR) [launched](#) a new website that details the state's efforts on [flood preparation](#). Forecasted El Niño conditions indicate the potential for heavy rainfall in some portions of the state which will put these areas at high risk for flooding. While these heavy downpours will not end the current drought, Californians should continue to conserve water to help mitigate the effects.
- **California Department of Housing and Community Development Makes \$11 Million Available for Residents Facing Water Shortages:** On October 16, the Department of Housing and Community Development (HCD) announced two new assistance programs, the \$6 million Drought Housing Relocation Assistance Program (DHRA) and the \$5 million Drought Lateral Connections Program, for many California residents facing water shortages. For more information regarding the assistance programs, visit the [HCD Drought Resources](#) webpage.
- **DWR Secures Approval of SGMA Groundwater Basin Boundary Regulations:** On October 21, the California Water Commission (CWC) [adopted](#) the new DWR Sustainable Groundwater Management Act ([SGMA](#)) groundwater basin boundary regulations. The regulations establish the process for local agencies to request that DWR modify the boundaries of a groundwater basin or subbasin, a key provision of the landmark groundwater law signed by Governor Brown last year. For more information on the new regulations or California's existing groundwater basins and subbasins please visit DWR's [Groundwater](#) or [Basin Boundary Regulations](#) webpage.
- **California WaterFix Comment Period Ends October 30 for Draft Documents:** On October 23, DWR [announced](#) that the public comment period for the recirculated draft environmental documents for [California WaterFix](#), the proposed water conveyance improvement plan for the Sacramento-San Joaquin River Delta, will end on October 30. Specifically, the comment period is closing on the Partially Recirculated Draft Environmental Impact Report/Supplemental Draft Environmental Impact Statement (RDEIR/SDEIS) for California WaterFix.
- **Project Nearly Complete to Prevent Straying of Adult Sacramento River Salmon:** On October 22, the Department of Fish & Wildlife (DFW), in coordination with local, state, and federal officials, [announced](#) the \$2.5 million fix to the Knights Landing Outfall Gates in Yolo County which will keep adult salmon from leaving the Sacramento River, while allowing the natural and agricultural drainage flows to enter the Sacramento River. This project is one of several planned to protect native salmon while maintaining important water supply infrastructure in the Sacramento River and its tributaries, and is expected to be completed by November 30, 2015.

- **California’s Water Conservation Education Program Campaign:** This past week, Save Our Water continues to push out media opportunities including television, direct mail, radio and digital ads promoting the “[Fix It For Good](#)” and “[Stepping Up](#)” public education campaigns through the end of October. These campaigns are focused on helping the public make permanent changes to save water by [rethinking their yards](#), going water efficient with [new toilets](#) and fixtures and repairing leaks. In addition, Save Our Water is also utilizing billboards, transit boards and mall media outlets to continue the conservation efforts throughout the fall and winter.

Save Our Water and their partnership with [Plant California](#) and [California Association of Nurseries and Garden Centers](#) continues to focus on tree care and landscaping into the fall months. In addition, there has been a continued push on the Save Our Water Rebate website on social media promoting the “[Claim your Turf Replacement](#)” rebate, and “[Claim Your Toilet](#)” rebate programs. For more tips and tools to help conserve water and keep trees healthy during the drought, please visit Save Our Water’s website, which is available in both [English](#) and [Spanish](#), or connect with the program on [Facebook](#), [Twitter](#) or [Instagram](#).

- **Governor’s Drought Task Force:** The Task Force continues to take actions that conserve water and coordinate state response to the drought. During the October 22 meeting, the Task Force announced that the next regional DTF meetings are scheduled for November 12 in San Luis Obispo and in Sacramento/Yolo County on November 17.

In addition, the Labor Workforce Development Agency announced that the Drought Temporary Jobs program has enrolled 500 participants. The program is funded through the Department of Labor’s National Dislocated Worker Grant program which offers 6 months of employment on drought-related public works projects for up to 1,000 workers affected by the drought.

ONGOING DROUGHT SUPPORT

- **Emergency Food Aid, Utility and Employment Assistance:** The Department of Social Services (CDSS) Drought Food Assistance Program (DFAP) provides food assistance to affected communities that suffer high levels of unemployment from the drought. To date, over 949,240 boxes have been provided to community food banks in drought-impacted counties, with an average of approximately 13,250 food boxes per week since June 2014. Approximately 855,892 boxes of food have been picked up by 449,326 households.

Food boxes distributions vary by county and occur 1-4 times per month. Nearly 67% of the food distributions have occurred in the Tulare Basin (Fresno, Kern, Kings and Tulare). There are 10,800 boxes scheduled for delivery for the week ending October 30 to Fresno, Kern, Kings, Riverside, and Tulare counties.

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 October 16, CSD has reported that a total of \$543,723 has been issued to 2,715 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. To date, CSD has reported that a total of \$103,112 has been issued to the Center for Employment Training, California Human Development, Central Valley Opportunity Center, Center for Employment Training and Proteus with 39 participants enrolled.

In response to California's historic drought, CSD has received \$7.5 million in General Fund to implement the Drought Emergency Assistance Program (DEAP) to provide emergency relief and support services to drought-impacted individuals and their families and households. As of October 16, CSD has reported that a total of \$1,879,476 has been issued to 1,512 households.

- **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, firefighters from CAL FIRE and the U.S. Forest Service have responded to over 7,835 wildfires across the state, burning 824,290 acres. Fire activity across California remains high with nearly 311 combined wildfires in just the past two weeks.
- **CAL FIRE Suspends Outdoor Residential Burning:** California's increased fire activity this year, coupled with record-setting drought conditions, has caused CAL FIRE to [suspend burn permits](#) in all counties in the State Responsibility Area.

- **Dry Well Reports:** With California in its fourth year of a severe, hot drought, the Governor's Drought Task Force continues to monitor and identify communities and local water systems in danger of running out of water. Recently, a cross-agency team, led by DWR, developed a new system that improves and streamlines data collection and reporting for [household water shortages](#) for California water systems with fewer than 15 household connections.

As of October 21, approximately 2,591 wells statewide have been identified as critical or dry, which affects an estimated 12,955 residents. Cal OES has reported that 2,444 of the 2,502 dry wells are concentrated in the inland regions within the Central Valley. If you are experiencing a water supply shortage, please [submit a report](#) on DWR's website.

- **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, 99 out of the 135 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 \$5.4 million of those funds.

- **Projected Reservoir Management:** Since the last report on October 16, Central Valley reservoirs from Shasta and Trinity in the North to Isabella in the South had a net loss in storage of 80,482 acre-feet (AF) with a total gain of 17,283 AF and a total loss of 97,765 AF. Shasta Reservoir decreased by 52,260 AF, while San Luis Reservoir, an off-stream reservoir for the Central Valley Project and State Water Project, decreased its storage by 6,625 AF.

Oroville Reservoir recorded 1,032,464 AF on October 22 with a 10-day average reduction in storage of 1,250 AF/day. Folsom Reservoir recorded 156,145 AF on October 22 with a 10-day average reduction in storage of 752 AF/day.

[Reservoir Levels](#) as of October 25 remain low, including: Castaic Lake 31% of capacity (41% of year to date average); Don Pedro 31% of capacity (48% of average); Exchequer 7% of capacity (16% of average); Folsom Lake 16% of capacity (30% of average); Lake Oroville 29% of capacity (48% of average); Lake Perris 36% (46% of average); Millerton Lake 34% of capacity (90% of average); New Melones 12% of capacity (21% of average); Pine Flat 12% of capacity (34% of average); San Luis 17% of capacity (34% of average); Lake Shasta 32% of capacity (54% of average); and Trinity Lake 21% of capacity (32% of average). An update of water levels at other [smaller reservoirs](#) is also available.

Weather Outlook: Dry and mild weather continues today. A weather system will bring scattered showers to the region tonight through Wednesday. Breezy north winds are likely Thursday into Friday. A cold system may impact the Sierra and western Nevada for the start of next week with the potential for strong winds, showers and mountain snow.

Local Government

- **Local Emergency Proclamations:** A total of 62 local Emergency Proclamations have been received to date from city, county, and tribal governments, as well as special districts:
 - **28 Counties:** Butte, Colusa, El Dorado, Fresno, Glenn, Inyo, Humboldt, Kern, Kings, Lake, Madera, Mariposa, Merced, Modoc, Plumas, San Bernardino, San Joaquin, San Luis Obispo, Santa Barbara, Shasta, Siskiyou, Sonoma, Stanislaus, Sutter, Trinity, Tulare, Tuolumne, and Yuba.
 - **13 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), City of Rancho Cucamonga (San Bernardino County), City of West Sacramento (Yolo County), City of Willits (Mendocino County) and the City of Fort Bragg (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.

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 33 counties have established drought task forces to coordinate local drought response. These counties include: Butte, Colusa, 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 7 tribes have established drought task forces to coordinate tribal drought response. These tribes include: Hoopa Valley Tribe (Humboldt County), Hopland Tribe (Mendocino County), Karuk Tribe (Siskiyou County), La Jolla Band of Luiseno Indians (San Diego County), Sherwood Valley Tribe (Mendocino County), Trinidad Tribe (Humboldt 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



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Comprehensive Annual Financial Report: Fiscal Year 2014-15

SUMMARY:

California law requires that each local government publish audited financial statements within six months of the close of the fiscal year. The District retained the services of Pun & McGeady, LLP, to complete its audit for Fiscal Year 2014-15. The audit process culminates with the publication of a Comprehensive Annual Financial Report (CAFR), which includes audited financial statements, unaudited financial data, and management discussion and analysis. Attached is the CAFR for Fiscal Year 2014-15, shows a reduction in the District's net position by \$300,000.

Representatives of Pun & McGeady will be available at the Board meeting to answer questions.

RECOMMENDATION(S):

Receive and file the Fiscal Year 2014-15 Comprehensive Annual Financial Report.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

DISCUSSION:

In compliance with guidance from the Government Accounting Standards Board (GASB), the Fiscal Year 2014-15 CAFR implements the following two significant new components.

1. GASB 61, which updates GASB 14, provides additional guidance on when a unit of government or an agency should be reported as a "component unit" under a primary government. A comprehensive review utilizing GASB 61 guidance led to the inclusion of the JPA as a discretely presented component unit to the District, which serves as the primary government. The primary determining factor was the District's 70.6% interest in the capacity rights of the JPA. This change results in JPA financial information being presented in the District's CAFR in addition to the JPA having its own financial statements. It is important to note that this change does not affect District financial information.
2. GASB 68 and 71 improves financial reporting of pension obligations. The Fiscal Year 2014-15 CAFR implements the reporting of pension liability within the District's financial statements, requiring a restatement of Fiscal Year 2013-14 net position to allow for proper comparison.

The District's net position was reduced by \$0.3 million, to \$214.3 million, at June 30, 2015. Revenues were down by 4.5%, and expenditures were reduced by 0.7%. The change in net position is summarized below.

Operation Revenue from water and Sanitation	\$54,272,881
Other Operating Revenue	1,910,897
Operating expenses from Water and Sanitation	(\$39,539,857)
Depreciation	(\$4,579,330)
Net Operating Income (Loss)	\$12,064,591
Non-Operating Income	\$1,736,797
Non-Operating Expense	(\$1,270,620)
JPA Expense	(\$13,828,084)
Capital Contribution	\$990,038
Change in Net Position	(\$307,278)
Adjusted Net Positon at June 30, 2014	\$214.6 million
Net Position at June 30, 2015	\$214.3 million

Operating income was lower than in the prior year, primarily due to the on-going drought and water conservation. Operating expenses also decreased, primarily due to reduced expenditures for purchasing imported water.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Donald Patterson, Director of Finance and Administration

ATTACHMENTS:

[Fiscal Year 2014-15 Comprehensive Annual Financial Report](#)

LAS VIRGENES MUNICIPAL WATER DISTRICT

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR FISCAL YEAR ENDED

JUNE 30, 2015



TURF REMOVED AND REPLACED WITH CALIFORNIA-FRIENDLY, CLIMATE APPROPRIATE GARDEN IN AGOURA HILLS.

4232 LAS VIRGENES ROAD, CALABASAS
LOS ANGELES COUNTY, CALIFORNIA



Comprehensive Annual Financial Report
For the Year Ended June 30, 2015



Prepared by:
The Finance and Administration Department

Donald Patterson	Director of Finance & Administration
Jennifer Chen	Senior Accountant
Michael Hamilton	Financial Analyst

Las Virgenes Municipal Water District

BOARD OF DIRECTORS

Glen D. Peterson	President
Lee Renger	Vice President
Charles P. Caspary	Secretary
Jay Lewitt	Treasurer
Leonard E. Polan	Director

MANAGEMENT

David W. Pedersen	General Manager
David Lippman	Director of Facilities & Operations
Donald Patterson	Director of Finance & Administration
Carlos Reyes	Director of Resource Conservation & Public Outreach

LEGAL COUNSEL

Wayne K. Lemieux	Counsel
------------------	---------

Additional information may be found at www.lvmwd.com

Las Virgenes Municipal Water District

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Dedicated to Providing Quality
Water & Wastewater Service

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Director, Division 2
MWD Representative

Vice President
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Director, Division 3

Secretary
Charles P. Caspary
Director, Division 1

Treasurer
Jay Lewitt
Director, Division 5

Leonard E. Polan
Director, Division 4

David W. Pedersen, P. E.
General Manager

Wayne K. Lemieux
Counsel

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TAPIA WATER
RECLAMATION FACILITY
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COMPOSTING FACILITY
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Fax (818) 251-2349

www.LVMWD.com

MEMBER AGENCY OF THE
METROPOLITAN WATER
DISTRICT
OF SOUTHERN CALIFORNIA

November 3, 2015

To: Board of Directors

From: David W. Pedersen, General Manager
Donald Patterson, Director of Finance & Administration

Subject: **COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL
YEAR ENDED JUNE 30, 2015**

California law requires that every local government publish within six months of the close of each fiscal year a complete set of audited financial statements. This report is published to fulfill that requirement for the fiscal year ended June 30, 2015.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that has been established for this purpose. Because the cost of internal control should not exceed the anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Pun & McGeedy LLP, Certified Public Accountants, have issued an unqualified ("clean") opinion on the Las Virgenes Municipal Water District's financial statements for the year ended June 30, 2015. The independent auditor's report is located at the front of the financial section of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview and analysis of the basic financial statements. MD&A complement this letter of transmittal and should be read in conjunction with it.

Profile of the Government

Las Virgenes Municipal Water District (District), incorporated in 1958, is located on the western edge of Los Angeles County, California, and includes the cities of Agoura Hills, Calabasas, Hidden Hills and Westlake Village, as well as unincorporated areas. The District currently occupies 122 square miles and serves a population of roughly 70,000. These figures do not include the customers and area of the District's Joint Powers Authority (JPA) partner for wastewater treatment, composting and water recycling, Triunfo Sanitation District in Ventura County.

The District is empowered to levy an assessment on real property located within its boundaries, up to \$10 per parcel, and has a miniscule share of the property tax assessment. The majority of the District's revenue is from user fees for service. The District is also empowered by state statute to extend its corporate limits by annexation, which it has done from time to time.

The District has operated under the board-general manager form of government since its inception. Policy-making and legislative authority are vested in a governing board (Board) consisting of five members elected by division on a non-partisan basis. The Board appoints the general manager, who in turn appoints the heads of the various departments. Board members serve overlapping four-year terms, and every two years -- concurrent with installation of the newly elected board -- select board officers. A District representative to the board of directors of Metropolitan Water District of Southern California is appointed to serve an indefinite term.

The District provides potable water, wastewater, composting and recycled water services to its customers. Wastewater, composting and recycled water services are provided in conjunction with Triunfo Sanitation District through the JPA; the District is the administering agent for the JPA.

Although not required by law, the Board adopts a final budget for the next fiscal year by the close of the current fiscal year. The annual budget serves as the foundation for the District's financial planning and control. The budget is prepared and organized by enterprise, function (e.g. system operations) and department (e.g. Facilities and Operations). Department heads may transfer resources within a department or enterprise as they see fit, but transfers between departments or enterprises need special approval from the General Manager and/or Board.

Local Economy

The region is highly desirable for both residences and businesses, with exceptional natural attributes, known to be among the most beautiful areas in Southern California. Much of the service area lies within the Santa Monica Mountains with the associated magnificent, craggy terrain, mountain and ocean views and moderate climate. Open space and recreational opportunities are abound with considerable local acreage dedicated as national and state parkland. Beaches lie within minutes of any location in the area. Varied academic institutions are proximate and easily accessible, including Pepperdine University in Malibu, California Lutheran University in Thousand Oaks, California State University, Northridge, and California State University, Channel Islands.

The area contains some of the highest assessed values for property in Los Angeles County. All are relatively new communities with recent infrastructure and an award-winning, highly sought-after public school system. More than 80% of local housing is comprised of single-family dwellings, in sharp contrast to the countywide average of 56%. Median home prices in the area considerably exceed county averages. New businesses are taking over the commercial spaces vacated during economic downturn at an increasing rate, and most commercial and retail businesses are doing better than those in other areas. There are no major industrial customers.

Primarily residential, the District is also a home to notable corporations and commercial activities. Located within the service area are national headquarters of Bank of America Home Loans, Dole Foods, Guitar Center, THQ, JD Powers and Associates and The Cheesecake Factory. The area is statistically shown to be "jobs rich", with more people working in the region than there are workers living here.

Retail potential of the area is not fully satisfied, and there has been considerable growth along the freeway corridor. Developers are carefully creating compatible new retail centers and other mixed-use projects. Shopping areas, such as The Commons in Calabasas and The Shoppes at Westlake Village, reflect the taste and demographics of the population served.

Long-term Financial Planning

The District has been proactive to ensure that its long-term financial needs are met to continue providing high-quality, reliable services to its customers. On July 8, 2014, the Board approved an agreement with Raftelis Financial Consultants, Inc. to complete a comprehensive financial review, cost of service analysis and rate study for the District. The rate study included the development of budget-based rates to drive an efficiency ethic among customers and recommendations to improve the District's fixed cost recovery, recognizing that water sales can decline significantly during times of drought. On October 26, 2015, the Board approved a five-year rate plan for all three District enterprises with rate adjustments each January 1st, from 2016 through 2020. The new rates will ensure that LVMWD has sufficient revenues to meet its operating costs and capital improvement needs.

Relevant Financial Policies

Since 1999, the District has utilized a broad-based set of Board-adopted financial policies to guide it in making important financial decisions. The policies are reviewed and updated periodically to address changing conditions and adopted annually as an integral part of the budget. No changes were made to the policies in Fiscal Year 2014-15. However, the Board adopted revised Financial Policies on July 14, 2015, modifying reserve requirements related to capital projects, specifying an \$8 million target for the Rate Stabilization Fund, and clarifying the District's practice for payments of insurance claims that are less than the self-insured retention amount.

Major Initiatives

During Fiscal Year 2014-15, the District completed a number of important capital improvement projects, including the 30-inch transmission main improvements in Calabasas and substantial completion of a new 5-million-gallon potable water tank in Westlake Village. These two projects were part of a multi-year \$29,000,000 Backbone Improvements Program that is nearing completion. The Backbone Improvements Program demonstrates LVMWD's commitment to providing reliable service to its customers. Additionally, the District completed several significant rehabilitation projects, including the recoating of a 50-year-old 8-million-gallon potable water tank in Calabasas, the lining of Recycled Water Reservoir No. 2 and installation of shade balls to improve water quality, and the rehabilitation of the primary clarifiers and air system at the Tapia Water Reclamation Facility.

The District also continued to expand the use of recycled water by converting common landscaping in Calabasas to recycled water and executing an agreement, on behalf of the JPA, with the Los Angeles Department of Water and Power to extend facilities to serve the Woodland Hills Country Club in the western San Fernando Valley. The District and its JPA partner, Triunfo Sanitation District, also made significant progress on an effort for seasonal storage of recycled water, which entails long-range plans to beneficially use all of the JPA's recycled water and to effectively discontinue discharges to Malibu Creek. The work culminated with approval of a Plan of Action for the effort by the JPA Board of Directors on July 6, 2015.

During Fiscal Year 2014-15, the District also successfully negotiated terms for successor Memorandums of Understanding (MOUs) with its Management and Supervisory, Professional, and Confidential Employee Bargaining Units. MOUs with these units expired on June 30, 2015, and the successor MOUs were approved in September 2015, covering the period of July 1, 2015 through June 30, 2018.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded the Certificate of Achievement for Excellence in Financial Reporting to the District for its Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2014. This was the 17th consecutive year the District received this prestigious award. In order to be awarded a Certificate of Achievement, a government agency must publish an easily readable and efficiently organized comprehensive annual financial report that satisfied both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is only valid for a period of one year. Staff believes that its current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and will submit it to the GFOA to determine its eligibility for another certificate.

In addition, the District also received the GFOA's Distinguished Budget Presentation Award for its annual budget document for FY 2014-15. The District also received the Transparency Certificate of Excellence from the California Special District Leadership Foundation.

The preparation of this report would not have been possible without the efficient and dedicated service of the entire staff of the Finance and Administration Department. We wish to express our appreciation to all members of the department who assisted and contributed to the preparation of this report. Credit also must be given to the Board of Directors for their unfailing support for maintaining the highest standards of professionalism in the management of the District's finances.

Respectfully submitted,



David W. Pedersen
General Manager



Donald Patterson
Director of Finance & Administration



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Las Virgenes Municipal Water District
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

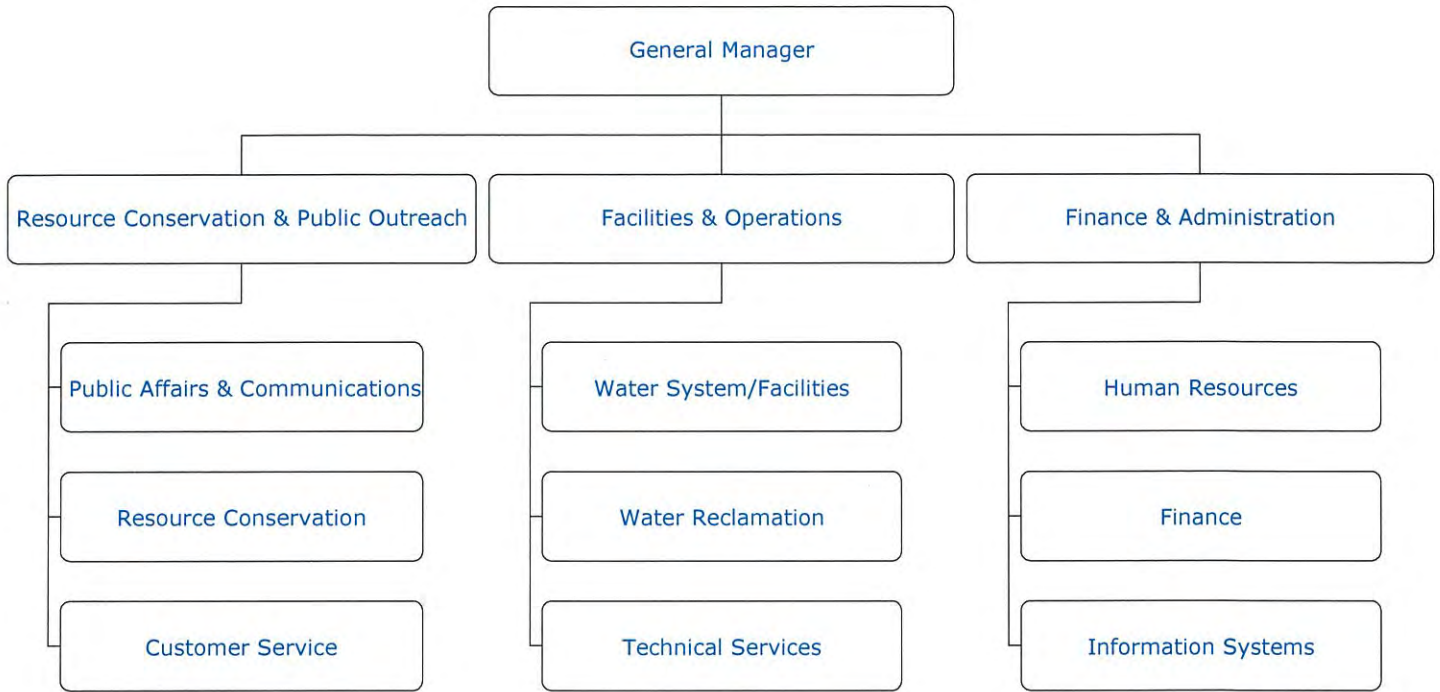
June 30, 2014

A handwritten signature in black ink, reading "Jeffrey R. Enos". The signature is written in a cursive, flowing style.

Executive Director/CEO

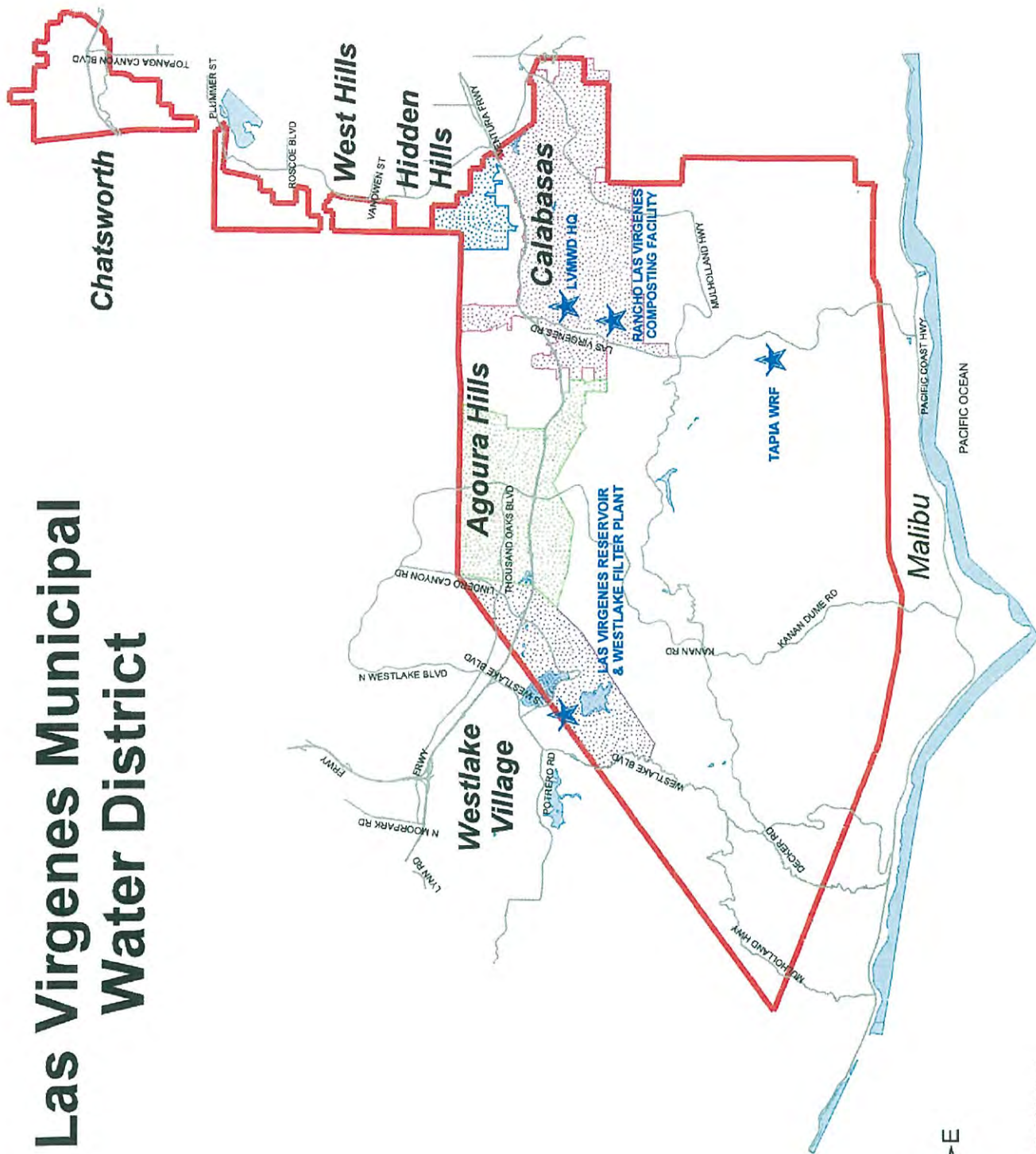


LVMWD Organizational Chart



Revised June 30, 2015

Las Virgenes Municipal Water District



1 inch equals 15,000 feet



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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
of the Las Virgenes Municipal Water District
Calabasas, California

Report on Financial Statements

We have audited the accompanying financial statements of the business-type activities and the discretely presented component unit of the Las Virgenes Municipal Water District, California's (the "District"), as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District, as of June 30, 2015, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Directors
of the Las Virgenes Municipal Water District
Calabasas, California
Page 2

Emphasis of Matter

Implementation of GASB Statements Nos. 68 and 71

As discussed in Note 1 to the basic financial statements, the District implemented Governmental Accounting Standards Board (“GASB”) Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*) and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*. The adoption of these standards required retrospective application of previously reported net position and reclassification of certain accounts as of July 1, 2014 as described in Note 14 to the basic financial statements. In addition, Net Pension Liability is reported in the Statement of Net Position in the amount of \$15,870,322 as of June 30, 2014, the measurement date. Net pension liability is calculated by actuaries using estimates and actuarial techniques from an actuarial valuation as of June 30, 2013 which was then rolled-forward by the actuaries to June 30, 2014, the measurement date for California Public Employee Retirement System (“CalPERS”) plan. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management’s Discussion and Analysis, the Schedule of Changes in Net Pension Liability and Related Ratios for CalPERS Pension Plan, the Schedule of Contribution – CalPERS Pension Plan, and the Schedules of Funding Progress for Other Post-Employment Benefits plan on pages 7 through 13 and 51 through 53, as identified in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the District’s basic financial statements. The Introductory and Statistical Sections are presented for purposes of additional analysis and are not a required part of the basic financial statements. The Introductory and Statistical Sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

To the Board of Directors
of the Las Virgenes Municipal Water District
Calabasas, California
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Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 30, 2015, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Pun & Mc Geady LLP



Santa Ana, California
October 30, 2015

Kenneth H. Pun, CPA, CGMA
CPA Number: 88316





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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Independent Auditor's Report

To the Board of Directors
of the Las Virgenes Municipal Water District
Calabasas, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities and the discretely presented component unit of the Las Virgenes Municipal Water District, California (the "District"), as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated October 30, 2015.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

To the Board of Directors
of the Las Virgenes Municipal Water District
Calabasas, California
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Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Pun & Mc Geady LLP



Santa Ana, California
October 30, 2015

Kenneth H. Pun, CPA, CGMA
CPA Number: 88316

**LAS VIRGENES MUNICIPAL WATER DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS**

JUNE 30, 2015

This section of the District's annual financial report presents management's analysis of the District's financial performance during the Fiscal Year that ended on June 30, 2015. Please read it in conjunction with the Financial Statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The District's net position decreased by \$0.3 million to \$214.3 million.
- During the year the District's revenues decreased by 4.5% to \$57.9 million, while expenses increased by 0.7% to \$59.2 million.
- Capital contributions to the District decreased to \$1 million or 36% less than last year.

OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis are intended to serve as an introduction to Las Virgenes Municipal Water District's basic financial statements. The District's basic financial statements comprise two components: Financial Statements and Notes to the Financial Statements. This report also contains other supplementary information in addition to the basic financial statements themselves. The comparative financial statements are not presented for the year ended June 30, 2015 due to the implementation of Government accounting Standards Board Statement No. 68. The comparative financial statements will be presented for the year ended June 30, 2016.

CHANGES TO THE FINANCIAL STATEMENTS

Government Accounting Standards Board Statement 61 (GASB 61)

GASB 61, dated November 2010, was implemented to improve financial reporting by providing additional guidance on when a unit of government should be included as a component unit of a primary government. For the purposes of this analysis, the District is the primary government and the Las Virgenes – Triunfo Joint Powers Authority (JPA) is the potential component unit.

Prior to GASB 61, the guidance for whether to include the JPA as a component unit of government in the District's financial statements was found in GASB 14.

In determining whether the JPA met the criteria, the District needed to determine whether the District was financially accountable for the JPA and whether excluding the JPA from the District's financial statements would be misleading. GASB 14 provides a test to determine whether the JPA should be included. The factors considered included:

- 1) Does the District have a voting majority of the JPA Board?
- 2) Is there a financial benefit or burden from the JPA?
- 3) Is there fiscal dependence on the District?

Following GASB 14 and additional guidance from the Governmental Accounting, Auditing and Financial Reporting (GAFFR) Blue Book, the District concluded that the JPA was not a component unit of the District and should not be included as a component unit in the District's Financial Statements. The determining factor was the District did not appoint a majority of the JPA Board.

GASB 61 was adopted to provide additional guidance on when an entity should be included as a component unit of the primary government. A portion of GASB 61 focused on providing additional guidance for governments to determine whether it would be misleading to exclude the component unit from the financial statements. Based on GASB 61 and its guidance, it would be misleading to exclude the potential component unit because the District has a 70.6% interest in the capacity rights to the JPA facilities. The JPA should be included in the District's financial statements as a component unit. Since the JPA budget is adopted independently and the District does not have a controlling interest on the JPA Board, it was determined that the JPA best meets the criteria as a discretely presented component unit. This determination results in presenting the JPA's financial information in the District's financial statements. District information presented remains comparable to previous CAFRs.

Governmental Accounting Standards Board Statement 68 (GASB 68) and 71 (GASB 71)

In 2012, the Governmental Standards Board issued its Statement 68 to improve financial reporting of pension obligations. GASB 68 and 71 defines how the District will present pension liability and contributions made after measurement date, and is reflected in Note 10. GASB 68 also requires adding the District's pension liabilities to the Financial Statements beginning on page 14. The District's reported pension liability is \$15.8 million at June 30, 2015.

BASIC FINANCIAL STATEMENTS

The Financial Statements of the District report information about the District using accounting methods similar to those used by private sector companies. These statements offer short- and long-term financial information about its activities. The Statement of Net Position includes all of the District's assets, deferred outflow of resources, liabilities and provides information about the nature and amounts of investments in resources (assets) and the obligations to District creditors (liabilities). It also provides the basis for computing rate of return, evaluating the capital structure of the District and assessing the liquidity and financial flexibility of the District.

All of the current year's revenues and expenses are accounted for in the Statements of Revenues, Expenses and Changes in Net Position. This statement measures the success of the District's operations over the past year and can be used to determine the District's credit worthiness and whether the District has successfully recovered all its costs through its user fees and other charges.

The final required Financial Statement is the Statement of Cash Flows. The primary purpose of this statement is to provide information about the District's cash receipts and cash payments during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations and investments. It also provides answers to such questions as where did cash come from, what was cash used for, and what was the change in cash balance during the reporting period.

FINANCIAL ANALYSIS OF THE DISTRICT

Our analysis of the District begins on page 16 of the Financial Statements. One of the most important questions asked about the District's finances is "Is the District, as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Revenues, Expenses and Changes in Net Position report information about the District's activities in a way that will help answer this question. These two statements report the net position of the District and changes in them. You can think of the District's net position, the difference between assets, deferred outflow of resources and liabilities, as one way to measure financial health or financial position. Over time, increases or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating. However, you will need to consider other non-financial factors such as changes in economic conditions, population growth, zoning, and new or changed government legislation. Fiscal Year 2014/15 saw the beginning of water restrictions and other increased conservation measures resulting from the continuing drought. These factors contributed to changes in the District's net position noted below.

NET POSITION

Table 1 shows a comparative analysis of the District's Net Position. As shown below, net position decreased by \$0.3 million to \$214.3 million in FY 2015. The implementation of GASB 68 restated the net position at June 30, 2014 by \$15.9 million.

TABLE 1
Condensed Statements of Net Position
(In thousands of dollars)

	FY 2015	FY 2014 (as Restated)
Current and Other Assets	\$ 77,658	\$ 87,770
Capital Assets	120,949	113,119
Investment in JPA	66,721	68,788
Total Assets	265,328	269,677
Deferred Outflows of Resources	3,045	3,283
Long-Term Debt Outstanding	20,177	22,281
Net Pension Liability	15,870	21,405
Other Liabilities	13,114	14,647
Total Liabilities	49,161	58,333
Deferred Inflows of Resources	4,892	-
Net Position:		
Net Investment in Capital Assets,	100,170	90,476
Restricted	2,652	4,106
Unrestricted	111,498	120,046
Total Net Position	\$ 214,320	\$ 214,627

REVENUES, EXPENSES AND CHANGES IN NET POSITION

TABLE 2
Condensed Statements of Revenues,
Expenses and Changes in Net Position
(In thousands of dollars)

	<u>FY 2015</u>	<u>FY 2014</u>
Operating Revenues:		
Water Sales	\$ 37,547	\$ 41,177
Sanitation and Other	18,637	17,503
Non-operating Revenues:		
Taxes and Penalties	903	892
Interest Income and Other	789	1,013
Total Revenues	<u>57,876</u>	<u>60,585</u>
Depreciation Expense	4,579	4,617
Other Operating Expenses	39,540	39,532
Share of JPA Net Expenses	13,828	13,602
Non-Operating Expenses	1,226	994
Total Expenses	<u>59,173</u>	<u>58,745</u>
Income (Loss) Before Capital Contributions	(1,297)	1,841
Capital Contributions	990	1,540
Change in Net Position	<u>(307)</u>	<u>3,381</u>
Net Position - Beginning of Year ⁽¹⁾	<u>214,627</u>	<u>211,246</u>
Net Position - End of Year	<u>\$ 214,320</u>	<u>\$ 214,627</u>

(1) Includes prior year adjustment of (\$19.6 million) related to net pension liabilities.

While the Statement of Net Position shows the change in financial position, the Statement of Revenues, Expenses and Changes in Net Position provides information concerning the nature and source of these changes. As shown in Table 2 above, the Income Before Capital Contributions decreased by \$1.3 million. The Income plus Capital Contributions lead to the overall decrease in net position of \$0.3 million, when compared to last year's CAFR. A prior year adjustment to Net Position to reflect pension liability, resulted in an adjusted Beginning Net Position of \$214.6 million, or a decrease of 0.2%, \$0.3 million, during Fiscal Year 2014/15. This exemplifies the effect of reporting pension liability on the District's Financial Statements.

Water sales, our biggest revenue source, were lower by volume sold as the drought persisted and the District implemented restrictions limiting outdoor watering to 3 days per week and increased conservation efforts. In sanitation, a rate increase on July 1, 2014, resulted in slight increase in revenue.

Changes in taxes and penalties, as well as, interest income and other revenues was minimal. The slight increase reflects the overall stabilization of the economic environment, with property valuations within the District improving and the overall interest rates on investments stabilizing.

Operating expenses were flat year-over-year and decreased sales mitigated increased cost.

Capital contributions are irregular as the major residential potential developments have been completed and manly small projects are anticipated in the future, which is anticipated in the District's master plan for each enterprise.

CAPITAL ASSETS

At the end of FY 2015, the District had invested \$222.4 million in a broad range of infrastructure including water and sewer lines, wastewater facilities, reservoirs, tanks, distribution facilities, compost facility, maintenance and administration facilities, vehicles and equipment and an investment in Joint Venture of \$66.7 million as shown in Table 3. More information about the District's Capital Assets is presented on pages 36 and 37 in the Notes to the Basic Financial Statements.

TABLE 3
Capital Assets
(In thousands of dollars)

	<u>FY 2015</u>	<u>FY 2014</u>	<u>Dollar Change</u>	<u>Total Percent Change</u>
Land	\$6,915	\$6,915	0	0.00%
Buildings and Improvements	22,018	21,797	221	1.01%
Machinery and Equipment	10,889	10,802	87	0.81%
Infrastructure	165,861	159,138	6,723	4.22%
Construction in Progress	<u>16,737</u>	<u>11,527</u>	<u>5,210</u>	<u>45.20%</u>
Subtotal	222,420	210,179	12,241	5.82%
Less Accumulated Depreciation	<u>101,472</u>	<u>97,060</u>	<u>4,412</u>	<u>4.55%</u>
Net Property, Plant and Equipment	120,948	113,119	7,829	6.92%
Investment in Joint Venture Capital Asset	<u>66,721</u>	<u>68,788</u>	<u>(2,067)</u>	(3.00)%
Total Capital Assets	<u>\$187,669</u>	<u>\$181,907</u>	<u>5,762</u>	<u>3.17%</u>

The following is a summary of some of the major improvements to the system during FY 2014.

TABLE 4
Major Capital Improvement Projects
(In thousands of dollars)

	<u>FY 2015</u>
Five Million Gallon Potable Water Tank	\$ 8,425
Calabasas Potable Water Tank Renovation	2,537
Recycled Water Reservoir #2 Rehabilitation	1,425
Construct 3rd Digester @ Rancho Las Virgenes	1,297
Bldg. 7 & 8 HVAC Integration	297
Westlake Filtration Plant Expansion	274
Tapia Primary Tank Rehabilitation	260
Total	<u>\$ 14,515</u>

LONG TERM DEBT

At year-end, the District had \$22.1 million in long term debt, down from \$24.1 in FY 2014, a decrease of \$2.0 million due to the District's payment of the annual debt obligation. This debt is mainly the obligation of the Sanitation Enterprise. More detailed information about the District's long-term liabilities is presented on pages 37 to 38 in the Notes to the Basic Financial Statements. No new debt was incurred in FY 2015.

The District maintains an "AA" rating from Standard & Poor's for the refunding revenue bonds.

One area that demonstrates the District's financial strength and future borrowing capability is seen in its debt coverage ratio. Current bond covenants require that the debt coverage ratio must be greater than 1.10. The debt coverage ratio for FY 2015 was 2.47%.

TABLE 5
Debt Coverage Ratio
(In thousands of dollars)

	<u>FY 2015</u>	<u>FY 2014</u>	<u>Total Percent Change</u>
Revenues:			
Revenues from Operations	\$16,726	\$16,552	-0.2%
Interest Income and Other	234	472	-50.5%
Capacity Fees	<u>462</u>	<u>1,125</u>	-56.0%
Total Revenues	17,422	18,149	-4.1%
Total Operating Expenses (less depreciation)	<u>10,653</u>	<u>10,692</u>	-0.4%
Net Earnings	<u>6,769</u>	<u>7,457</u>	-9.3%
Maximum Annual Debt Service	<u>2,743</u>	<u>2,756</u>	-0.5%
Debt Coverage Ratio	<u>2.47</u>	<u>2.71</u>	<u>-7.2%</u>

The District has outstanding refunding revenue bonds issued in December 2009. The District's current average cost of capital is 4.05%, as shown on Table 6.

TABLE 6
Cost of Capital
(In thousands of dollars)

	<u>Debt Balance</u>	<u>Average Coupon Rate</u>
Refunding Revenue Bonds	<u>20,745</u>	4.05%
Total	<u>20,745</u>	<u>4.05%</u>

CONTACTING THE DISTRICT'S FINANCIAL MANAGER

This financial report is designed to provide our citizens, customers, investors, and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Las Virgenes Municipal Water District, Department of Finance and Administration, 4232 Las Virgenes Road, Calabasas, California, 91302; or visit our website at www.lvmwd.com.



BASIC FINANCIAL STATEMENTS

Las Virgenes Municipal Water District
Statement of Net Position
June 30, 2015

ASSETS	Primary Government	Discretely Presented Component Unit - JPA
Current assets:		
Cash and cash equivalents (Note 3)	\$ 19,832,815	\$ 4,759,547
Cash and cash equivalents - designated for capital projects (Note 3)	1,004,618	-
Restricted cash and cash equivalents (Note 3)	2,761,223	-
Investments (Note 3)	33,565,685	1,001,457
Receivables:		
Sales and services, net of allowance for uncollectible (Note 4)	7,694,515	850,601
Due from Joint Powers Authority (Note 6)	3,648,667	-
Interest	79,295	3,937
Interest receivable - designated for capital projects	58	-
Taxes	194,041	-
Other	92,912	-
Inventories (Note 5)	8,556,424	177,855
Prepaid items	228,230	39,131
Total current assets	77,658,483	6,832,528
Noncurrent assets:		
Investments in Joint Powers Authority (Note 6)	66,720,712	-
Capital assets (Note 7):		
Nondepreciable	23,652,105	22,509,038
Depreciable, net of accumulated depreciation	97,296,697	73,972,613
Capital assets, net	120,948,802	96,481,651
Total noncurrent assets	187,669,514	96,481,651
Total assets	265,327,997	103,314,179
DEFERRED OUTFLOWS OF RESOURCES		
Deferred amount on debt refunding	1,343,244	-
Pension contribution after measurement date	1,701,878	-
Total deferred outflows of resources	3,045,122	-

Las Virgenes Municipal Water District
Statement of Net Position (Continued)
June 30, 2015

LIABILITIES	Primary Government	Discretely Presented Component Unit - JPA
Current liabilities:		
Accounts and contracts payable and accrued expenses	4,585,021	880,409
Interest payable	146,354	-
Unearned capacity and developer fees	4,262,096	-
Due to primary government	-	3,648,667
Due to other government	-	2,303,452
Deposits and other	178,169	-
Compensated absences (Note 8)	1,997,823	-
Long-term debt - due within one year (Note 9)	1,945,816	-
Total current liabilities	13,115,279	6,832,528
Noncurrent liabilities:		
Long-term debt - due in more than one year (Note 9)	20,175,861	-
Net pension liabilities (Note 10)	15,870,322	-
Total noncurrent liabilities	36,046,183	-
Total liabilities	49,161,462	6,832,528
DEFERRED INFLOWS OF RESOURCES		
Difference between projected and actual earnings on pension plan investments	4,891,597	-
Total deferred inflows of resources	4,891,597	-
NET POSITION (Note 12)		
Primary government's net investment in capital assets	100,170,369	64,185,698
Other government's net investment in capital assets	-	32,295,953
Restricted for:		
Debt services	2,616,875	-
Capital Projects	1,263,837	-
Unrestricted	110,268,979	-
Total net position	\$ 214,320,060	\$ 96,481,651

Las Virgenes Municipal Water District
Statement of Revenues, Expenses, and Changes in Net Position
For the Year Ended June 30, 2015

	Primary Government	Discretely Presented Component Unit - JPA
Operating Revenues:		
Water sales and service fees	\$ 37,546,957	\$ -
Sanitation service fees	16,725,924	-
Wholesale recycle water sales	-	2,134,678
Rental income	5,074	-
Other income	1,905,823	226,336
Total operating revenues	56,183,778	2,361,014
Operating Expenses:		
Water expenses:		
Source of supply	25,302,308	-
Pumping	1,581,852	-
Transmission and distribution	2,975,644	-
Meter	571,636	-
Water conservation	1,964,078	-
Rental	3,021	-
General and administrative	5,667,844	-
Total water expenses	38,066,383	-
Sanitation expenses:		
Other sewage treatment	227,282	-
Lifting	240,910	-
General and administrative	1,005,282	-
Total sanitation expenses	1,473,474	-
JPA expenses:		
Operating expenses	-	8,736,675
General and administrative	-	6,452,880
Total JPA expenses	-	15,189,555
Depreciation	4,579,330	6,318,589
Total operating expenses	44,119,187	21,508,144
Billings to primary government	-	8,624,539
Billings to other government	-	4,305,047
Total JPA billings	-	12,929,586
Net Operating Income (Loss)	12,064,591	(6,217,544)

Las Virgenes Municipal Water District
Statement of Revenues, Expenses, and Changes in Net Position (Continued)
For the Year Ended June 30, 2015

	<u>Primary Government</u>	<u>Discretely Presented Component Unit - JPA</u>
Nonoperating Revenues (Expenses):		
Taxes and penalties	903,662	-
Interest income	478,133	13,136
Facilities charge	344,732	-
Interest expense and fiscal charges	(909,083)	-
Share of Joint Powers Authority (expense)	(13,828,084)	-
Gain (loss) on disposal of capital asset	10,270	(53,353)
Other revenues/(expenses)	(361,537)	(114,180)
Total nonoperating revenues (expenses)	<u>(13,361,907)</u>	<u>(154,397)</u>
Capital Contributions:		
Capital contributions from others	990,038	-
Capital contributions from primary government	-	2,581,699
Capital contributions from other government	-	1,075,099
Total capital contributions	<u>990,038</u>	<u>3,656,798</u>
Changes in Net Position	(307,278)	(2,715,143)
Net Position:		
Beginning of year, as restated (Note 14)	214,627,338	99,196,794
End of year	<u>\$ 214,320,060</u>	<u>\$ 96,481,651</u>

Las Virgenes Municipal Water District
Statement of Cash Flows
For the Year Ended June 30, 2015

	Primary Government	Discretely Presented Component Unit - JPA
Cash Flows From Operating Activities:		
Cash received from customers	\$ 56,846,055	\$ -
Cash received from participants	-	15,127,507
Cash payments to suppliers for operations	(36,720,833)	(14,961,919)
Cash received from (paid to) Joint Powers Authority	999,307	-
Cash payments for general and administrative expenses	(7,127,699)	-
Cash received from others	1,582,516	-
Net cash provided by operating activities	15,579,346	165,588
Cash Flows From Noncapital Financing Activities:		
Property taxes and fee collected	919,380	-
Receipt from facilities charges	344,732	-
Net cash provided by noncapital financing activities	1,264,112	-
Cash Flows From Capital and Related Financing Activities:		
Acquisition of capital assets	(12,698,054)	(3,656,799)
Proceeds from sale of assets	10,270	-
Capital contribution	-	3,656,799
Net amount paid to participants	-	(581,866)
Repayment of bonds payable and capital leases	(1,864,829)	-
Interest payment	(921,050)	-
Capital facilities and developer fees received	1,842,510	-
Capital facilities and developer fees refunded and developer fees used	(42,050)	-
Net cash (used in) capital and related financing activities	(13,673,203)	(581,866)
Cash Flows From Investing Activities:		
Interest received	498,945	14,091
Contributions to Joint Power Authority	(11,761,025)	-
Investments matured	12,432,280	-
Purchase of investments	(2,014,354)	(1,002,456)
Net cash (used in) investing activities	(844,154)	(988,365)
Net Increase (Decrease) in Cash and Cash Equivalents	2,326,101	(1,404,643)
Cash and Cash Equivalents:		
Beginning of year	21,272,555	6,164,190
End of year	\$ 23,598,656	\$ 4,759,547
Financial Statement Presentation:		
Cash and cash equivalents	\$ 19,832,815	\$ 4,759,547
Cash and cash equivalents - designated for capital projects	1,004,618	-
Restricted cash and cash equivalents	2,761,223	-
Total cash and cash equivalents	\$ 23,598,656	\$ 4,759,547

Las Virgenes Municipal Water District
Statement of Cash Flows (Continued)
For the Year Ended June 30, 2015

	<u>Primary Government</u>	<u>Discretely Presented Component Unit - JPA</u>
Reconciliation of Net Operating Income to Net Cash		
Provided By (Used In) Operating Activities:		
Net operating income (loss)	\$ 12,064,591	\$ (6,217,544)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities		
Depreciation	4,579,330	6,318,589
Write-off of construction in progress	463,651	-
Other revenues	(361,537)	-
Changes in operating assets and liabilities		
(Increase) decrease in accounts and other receivables	2,577,049	63,243
(Increase) decrease in due from Joint Powers Authority	999,307	-
(Increase) decrease in inventories	(1,592,320)	10,466
(Increase) decrease in prepaid items	(223)	1,042
(Increase) decrease in deferred outflows or resources - pension	78,128	-
Increase (decrease) in accounts and contracts payable and accrued expenses	(2,614,576)	103,972
Increase (decrease) in deposits and other	29,281	(114,180)
Increase (decrease) in net pension liability	(5,534,932)	-
Increase (decrease) in deferred inflows or resources - pension	4,891,597	-
Net cash provided by Operating Activities	<u>\$ 15,579,346</u>	<u>\$ 165,588</u>

Disclosure of Noncash Transactions:

1. The District received capital contributions in the form of donated capital assets totaling \$174,682 for the year ended June 30, 2015.
2. Projects funded by water and sewer capacity fees/connection fees and meter installation fees were completed during the fiscal year. As a result, capital contribution in the amount of \$804,868 from capacity fee and \$10,488 from meters installed were reclassified from deferred capacity and developer fees to contributed capital for the year ended June 30, 2015.



Las Virgenes Municipal Water District
Notes to the Basic Financial Statements
For the Year Ended June 30, 2015

Note 1 – Reporting Entity

Las Virgenes Municipal Water District (the “District”) is organized under the Municipal Water District Act of 1911 (California Water Code 71000). A five-member board of directors, who are elected by geographic divisions, provide governance. The District was formed to secure a high quality, reliable source of water for areas which include the cities of Agoura Hills, Calabasas, Hidden Hills and Westlake Village, plus surrounding unincorporated portions of western Los Angeles County.

Discretely Presented Component Unit

The *Las Virgenes-Triunfo Joint Powers Authority* (“JPA”) was created on October 12, 1964 between the District and Triunfo Sanitation District (“TSD”) for the purpose of constructing, operating, maintaining and providing for the replacement of a joint sewage system to serve the Malibu Canyon drainage area. The JPA consists of ten board members where five of them are the board members of the District and the other five are the board members of TSD. The JPA is fiscally dependent on the District and there is a financial benefit and burden relationship between the District and the JPA. The JPA issues a separate financial report that is available upon request from the District. The financial statements of the JPA are included as a discretely presented component of the District’s financial statements.

Note 2 – Summary of Significant Accounting Policies

Basis of Presentation

Financial statement presentation follows the recommendations promulgated by the Governmental Accounting Standards Board (“GASB”) commonly referred to as accounting principles generally accepted in the United States of America (“U.S. GAAP”). GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting standards.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The financial statements (i.e., the statement of net position, the statement of revenues, expenses and changes in net position, and statement of cash flows) report information on all of the activities of the District.

The financial statements are reported using the “*economic resources*” measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as all eligibility requirements have been met. Interest associated with the current fiscal period is considered to be susceptible to accrual and so has been recognized as revenue of the current fiscal period.

In accordance with GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, the Statement of Net Position reports separate sections for Deferred Outflows of Resources, and Deferred Inflows of Resources, when applicable.

Deferred Outflows of Resources represent outflows of resources (consumption of net position) that apply to future periods and that, therefore, will not be recognized as an expense until that time.

Deferred Inflows of Resources represent inflows of resources (acquisition of net position) that apply to future periods and that, therefore, are not recognized as a revenue until that time.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 2 – Summary of Significant Accounting Policies (Continued)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Operating revenues are those revenues that are generated from the primary operations of the District. The District reports a measure of operations by presenting the change in net assets from operations as "operating income" in the statement of revenues, expenses, and changes in net assets. Operating activities are defined by the District as all activities other than financing and investing activities (interest expense and investment income), grants and subsidies, settlement receivable allowance, and other infrequently occurring transaction of a non-operating nature. Operating expenses are those expenses that are essential to the primary operations of the District. All other expenses are reported as non-operating expenses.

Cash, Cash Equivalents, and Investments

Cash and cash equivalents include all highly liquid investments with original maturities of 90 days or less and are carried at cost, which approximates fair value.

The District participates in an investment pool managed by the State of California titled Local Agency Investment Fund ("LAIF"), which has invested a portion of the pool funds in structured notes and asset-backed securities. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, these structured notes and assets-backed securities are subject to market risk and to change in interest rates. The reported value of the pool is the same as the fair value of the pool shares.

Certain disclosure requirements, if applicable for deposit and investment risk, are specified for the following areas:

- Interest Rate Risk
- Credit Risk
 - Overall
 - Custodial Credit Risk
 - Concentration of Credit Risk
- Foreign Currency Risk

Restricted Cash and Investments

Cash and investments with fiscal agents are restricted due to limitations on their use by bond covenants or donor limitations. Fiscal agents acting on behalf of the District hold investment funds arising from the proceeds of long-term debt issuances. The funds may be used for specific capital outlays or for the payment of certain bonds, and have been invested only as permitted by specific State statutes or applicable District ordinance, resolution or bond indenture.

Receivables and Unbilled Revenues

Customer accounts receivable consist of amounts owed by private individuals and organizations for services rendered in the regular course of business operations. Receivables are shown net of allowances for doubtful accounts, if any. The District also accrues an estimated amount for services that have been provided, but not yet billed. Federal and State grants accrued as revenue when all eligibility requirements have been met. Amount earned but outstanding at year end are reported as due from other governments.

Inventory of Materials

Inventories consist of expendable materials, supplies, and water in storage and are stated at average cost.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 2 – Summary of Significant Accounting Policies (Continued)

Prepaid Items

Payments made to vendors for services that will benefit periods beyond the fiscal year ended are recorded as prepaid items.

Capital Assets

Capital assets are valued at historical cost, or estimated historical cost, if actual historical cost was not available. Donated capital assets are valued at their estimated fair market value on the date donated. The District policy has set the capitalization threshold for reporting capital assets at \$5,000, all of which must have an estimated useful life in excess of one year. Depreciation is recorded on a straight-line basis over estimated useful lives of the assets as follows:

<u>Primary Government</u>		
Water Plant	Source of supply (primarily water tanks)	10 - 100 Years
	Plant	10 - 75 Years
	Structures	25 - 35 Years
Sanitation Plant	Plant	10 - 100 Years
	Machinery and equipment	3 - 25 Years
General Utility Plant	Building and improvements	10 - 50 Years
	Machinery and equipment	3 - 25 Years
<u>Discretely Presented Component Unit - JPA</u>		
Recycle Water Plants	Plant	10 - 100 Years
	Machinery and equipment	3 - 25 Years

Major outlays for capital assets are capitalized as projects, once constructed, and repairs and maintenance costs are expensed. Interest accrued during capital assets construction, if any, is capitalized as part of the asset cost, net of interest income on construction bond proceeds.

Capital Contributions

Prepayments of water and sewer capacity fees/connection fees assessed by the District are reported as unearned revenues until construction of the related projects has commenced and the District is reasonably certain they will be completed. Upon completion, the applicable amounts are recognized as capital contributions.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 2 – Summary of Significant Accounting Policies (Continued)

Compensated Absences

District's policy permits its employees to accumulate not more than 288 hours of their current annual vacation for the miscellaneous general and office units and not more than 311 hours for the supervisor, professional, confidential and management units. General Managers are compensated 5 days into accrued sick leave bank at onset of employment and 8 hours per month thereafter up to 96 hours per year with a maximum of 311 hours accrual. Non-Represented employees are compensated 8 hours per month. The annual accrual of sick leave has no maximum accrual. The combined unused vacation and sick pay will be paid to employee or his/her beneficiary upon leaving the District's employment. The amount due will be determined using salary/wage rate in effect at the time of separation and vesting period.

All vested vacation and compensatory leave time is recognized as an expense and as a liability at the time the benefit vests. The liability for compensated absences is included as part of compensated absences payable from unrestricted current assets.

Long-Term Debt

Debt premiums and discounts are amortized over the life of the debt using the straight-line method. Long-term debt is reported net of the applicable unamortized bond premium or discount. Debt issuance costs are expensed when incurred.

Arbitrage Rebate Requirement

The District is subject to the Internal Revenue Code ("IRC") Section 148(f), related to its tax exempt revenue bonds. The IRC requires that investment earnings on gross proceeds of any revenue bonds that are in excess of the amount prescribed will be surrendered to the Internal Revenue Service. The District had no rebate liability for arbitrage as of June 30, 2015.

Pension

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the plans and additions to/deductions from the plans' fiduciary net position have been determined on the same basis as they are reported by the plans (Note 10). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The following timeframes are used for pension reporting:

Valuation Date	June 30, 2013
Measurement Date	June 30, 2014
Measurement Period	July 1, 2013 to June 30, 2014

Gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time. The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense. The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized straight-line over 5 years. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive, and retired) as of the beginning of the measurement period.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 2 – Summary of Significant Accounting Policies (Continued)

Net Position

Net position represents the difference between all other elements in the statement of net position and should be displayed in the following three components:

Net Investment in Capital Assets – This component of net position consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of debt that are attributable to the acquisition, construction, or improvement of those assets.

Restricted – This component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets.

Unrestricted – This component of net position is the amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Property Taxes

Property taxes are levied on March 1 and are payable in two installments: November 1 and February 1 of each year. Property taxes become delinquent on December 10 and April 10, for the first and second installments, respectively. The lien date is March 1. The County of Los Angeles, California ("County") bills and collects property taxes and remits them to the District according to a payment schedule established by the County.

The County is permitted by State law to levy on properties at 1% of full market value (at time of purchase) and can increase the property tax rate at no more than 2% per year. The District receives a share of this basic tax levy proportionate to what it received during the years 1976-1978.

Property taxes are recognized in the fiscal year for which the taxes have been levied.

No allowance for doubtful accounts was considered necessary.

Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of the contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Accounting Changes

GASB has issued Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*. This Statement establishes standards for measuring and recognizing liabilities, deferred outflow of resources, deferred inflows of resources, and expense/expenditures for pension plans. This Statement identifies the methods and assumptions that should be used to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service. This statement became effective for periods beginning after June 15, 2014. See Note 14 for prior period adjustment as a result of implementation.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 2 – Summary of Significant Accounting Policies (Continued)

Accounting Changes

GASB has issued Statement No. 69, *Government Combinations and Disposals of Government Operation*. This Statement establishes accounting and financial reporting standards related to government combinations and disposals of government operations. As used in this Statement, the term government combinations includes a variety of transactions referred to as mergers, acquisitions, and transfers of operations. This statement became effective for periods beginning after December 15, 2013 and did not have a significant impact on the District's financial statements for year ended June 30, 2015.

GASB has issued Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*. This statement establishes standards relates to amounts associated with contributions, if any, made by a state or local government employer or nonemployer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability. This statement became effective for periods beginning after June 15, 2014. See Note 14 for prior period adjustment as a result of implementation.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 3 – Cash and Investments

At June 30, 2015, cash and investments are classified in the accompanying statements of net position as follows:

	Primary Government	Discretely Presented Component Unit - JPA	Total
Unrestricted Assets:			
Cash and cash equivalents	\$ 20,837,433	\$ 4,759,547	\$ 25,596,980
Investments	33,565,685	1,001,457	34,567,142
Restricted Assets:			
Cash and cash equivalents	2,761,223	-	2,761,223
Total cash and investments	\$ 57,164,341	\$ 5,761,004	\$ 62,925,345

At June 30, 2015, cash and investments consisted of the followings:

	Primary Government	Discretely Presented Component Unit - JPA	Total
Deposits:			
Demand Deposits	\$ 995,881	\$ 383,900	\$ 1,379,781
Petty Cash	1,950	-	1,950
Total deposits	997,831	383,900	1,381,731
Investments:			
Money market mutual funds	40,798	-	40,798
Municipal Bonds	4,577,672	-	4,577,672
U.S. Government Sponsored Agency Security	27,985,650	-	27,985,650
Investment Trust of California	1,002,363	1,001,457	2,003,820
California Local Agency Investment Fund	19,798,804	4,375,647	24,174,451
Total investments	53,405,287	5,377,104	58,782,391
Investments with Fiscal Agents:			
California Local Agency Investment Fund	2,761,223	-	2,761,223
Total investments with fiscal agents	2,761,223	-	2,761,223
Total cash and investments	\$ 57,164,341	\$ 5,761,004	\$ 62,925,345

The statement of cash flows has been prepared by considering the following deposits and investment instruments to be cash and cash equivalents:

	Primary Government	Discretely Presented Component Unit - JPA	Total
Demand Deposits	\$ 995,881	\$ 383,900	\$ 1,379,781
Petty Cash	1,950	-	1,950
Money market mutual funds	40,798	-	40,798
California Local Agency Investment Fund	22,560,027	4,375,647	26,935,674
Total cash and cash and cash equivalents	\$ 23,598,656	\$ 4,759,547	\$ 28,358,203

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 3 – Cash and Investments (Continued)

Demand Deposits

Demand deposits are held in pool by the District. The carrying amounts of cash deposits were \$1,379,781 at June 30, 2015. Bank balance at June 30, 2015 was \$1,683,812, which were fully insured and/or collateralized with securities held by the pledging financial institutions in the District's name as discussed below.

The California Government Code requires California banks and savings and loan associations to secure the District's cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash deposits is considered to be held in the District's name.

The fair value of pledged securities must equal at least 110% of the District's cash deposits. California law also allows institutions to secure the District's deposits by pledging first trust deed mortgage notes having a value of 150% of the District's total cash deposits. The District may waive collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation. The District, however, has not waived the collateralization requirements.

California Local Agency Investment Funds

The District is a voluntary participant in the Local Agency Investment (LAIF) that is regulated by California Government Code Section 18429 under the oversight of the Treasurer of the State of California. LAIF is overseen by the Local Agency Investment Advisory Board, which consists of five members, in accordance with State statute. The District's investments with California Local Agency Investment Fund (LAIF) include a portion of the pool funds invested in Structured Notes and Asset-Backed Securities. These investments include the following:

- **Structured Notes** - debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or that have embedded forwards or options.
- **Asset-Backed Securities** - the bulk of which are mortgage-backed securities, entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as CMO's) or credit card receivables.

JPA's investment in LAIF was pooled with the District. As of June 30, 2015, the District and the JPA had \$19,798,804 and \$4,375,647, respectively, invested in LAIF, which had invested 2.08% of the pool investment funds in Structured Notes and Asset-Backed Securities. The fair value of the investment in this pool is reported in the accompanying financial statements at amounts based upon the District's pro-rata share of the fair value provided by LAIF for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are reported at fair market value.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 3 – Cash and Investments (Continued)

Investments Authorized by the California Code and The District's Investment Policy

The table below identifies the investment types that are authorized for the District by the California Government Code (or the District's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the District's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk.

This table does not address investments of debt proceeds held by bond trustees that are governed by the provisions of debt agreements of the District, rather than the general provisions of the California Government Code or the District's investment policy.

Authorized Investment Type	Maximum Maturity	Percentage of Portfolio	Maximum Investment in One Issuer
United States Treasury Bills, Bonds and Notes	5 years	None	None
United States Government Sponsored Agency Securities	5 years	None	None
Time Deposits	1 year	25%	None
Repurchase Agreements	30 days	10%	None
California Local Agency Investment Fund (LAIF)	None	None	\$50,000,000
Local Government Investment Pools	None	None	None
Bonds Issue by Local Agencies or States	5 years	None	None

Investments Authorized by Debt Agreements

Investments of debt proceeds held by bond trustees are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the District's investment policy. The table below identifies the investment types that are authorized for investments held by bond trustees. The table also identifies certain provisions of these debt agreements that address interest rate risk and concentration of risk.

Authorized Investment Type	Maximum Maturity	Percentage of Portfolio	Maximum Investment in One Issuer
United States Treasury Obligations	None	None	None
United States Government Sponsored Agency Securities	3 years	None	None
Time Deposits	360 days	None	None
Banker's Acceptances	360 days	None	None
Money Market Mutual Fund	None	None	None
Local Agency Fund	None	None	None
Commercial Paper	270 days	None	None
Investment Agreement	None	None	None
Other investments approved by bond insurer	None	None	None

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 3 – Cash and Investments (Continued)

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the District manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity as necessary to provide the cash flow and liquidity needed for operations.

Information about the sensitivity of the fair values of the District's investments (including investments held by bond trustee) to market interest rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity as of June 30, 2015.

Investment Type	Remaining Maturity (in Years)					Fair Value Total
	Less Than 1 Year	1 to 2 Years	2 to 3 Years	3 to 4 Years	4 to 5 Years	
Money market mutual funds	\$40,798	\$0	\$0	\$ -	\$ -	\$ 40,798
Municipal Bonds	1,000,320	2,581,551	995,801	-	-	4,577,672
Federal Farm Credit Bank	1,005,620	2,000,050	1,994,640	-	-	5,000,310
Federal Home Loan Bank	-	1,010,520	1,998,890	3,995,060	2,001,730	9,006,200
Federal Home Loan Mortgage Corporation	-	1,001,900	3,981,040	1,002,420	-	5,985,360
Federal Nation Mortgage Association	1,000,810	2,001,520	2,997,640	1,004,950	988,860	7,993,780
Local Agency Investment Fund	24,174,451	-	-	-	-	24,174,451
CalTrust Short Term Fund	2,003,820	-	-	-	-	2,003,820
Investment with fiscal agents:						
Local Agency Investment Fund	2,761,223	-	-	-	-	2,761,223
	<u>\$31,987,042</u>	<u>\$ 8,595,541</u>	<u>\$ 11,968,011</u>	<u>\$ 6,002,430</u>	<u>\$ 2,990,590</u>	<u>\$ 61,543,614</u>

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. State law limits investments in commercial paper and corporate bonds to the top two ratings issued by nationally recognized statistical rating organizations (NRSROs). It is the District's policy to limit its investments in these investment types to the top rating issued by NRSROs, including raters Standard and Poor's, and Moody's Investors Service. Presented in the following table are the Standard and Poor's credit ratings for the District's investments.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 3 – Cash and Investments (Continued)

Disclosures Relating to Credit Risk (Continued)

Investment	Total As of June 30, 2015	Minimum Legal Requirement	AAA	AA+/-	A+	Unrated
Money market mutual funds	\$ 40,798	None	\$40,798	\$ -	-	-
Municipal Bonds	4,577,672	AA-	995,600	3,582,072	-	-
Federal Farm Credit Bank	5,000,310	None	-	5,000,310	-	-
Federal Home Loan Bank	9,006,200	None	-	4,008,250	-	4,997,950
Federal Home Loan Mortgage Corporation	5,985,360	None	-	5,985,360	-	-
Federal Nation Mortgage Association	7,993,780	None	-	7,004,920	-	988,860
Local Agency Investment Fund	24,174,451	None	-	-	-	24,174,451
CalTrust Short Term Fund	2,003,820	None	-	-	-	2,003,820
Investment with fiscal agents						
Local Agency Investment Fund	2,761,223	None	-	-	-	2,761,223
	<u>\$ 61,543,614</u>		<u>\$ 1,036,398</u>	<u>\$ 25,580,912</u>	<u>\$ -</u>	<u>\$ 34,926,304</u>

Disclosures Relating to Concentration of Credit Risk

Investments in any one issuer that represents 5% or more of total District's investments (excluding cash with fiscal agents) are as follows:

Issuer	Investment Type	Reported Amount	Percentage of Investments
Federal Farm Credit Bank	United States Government		
	Sponsored Agency Securities	\$ 5,000,310	8.12%
Federal Home Loan Bank	United States Government		
	Sponsored Agency Securities	9,006,200	14.63%
Federal Home Loan Mortgage Corporation	United States Government		
	Sponsored Agency Securities	5,985,360	9.73%
Federal National Mortgage Association	United States Government		
	Sponsored Agency Securities	7,993,780	12.99%

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 3 – Cash and Investments (Continued)

Disclosures Relating to Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF).

Note 4 – Accounts Receivable

Accounts receivable primarily consist of sales and services fees as well as the District's allocation of property taxes collected but not remitted by the Los Angeles County. As of June 30, 2015, sales and services receivable, net of allowance for uncollectible accounts, were in the amount of \$7,694,515 and \$850,601 for the District and the JPA, respectively.

Note 5 – Inventories

Inventories consisted of the following as of June 30, 2015:

<u>Primary Government</u>	
Material and supplies	\$ 969,384
Water in storage	<u>7,587,040</u>
Total	<u><u>\$ 8,556,424</u></u>
<u>Discretely Presented Component Unit - JPA</u>	
Material and supplies	<u><u>\$ 177,855</u></u>

Water in storage was calculated by taking the volume of the reservoir and tanks times the average cost per acre foot.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 6 – Investment in Joint Powers Authority

The District was the designated administering agent for the Las Virgenes-Triunfo Joint Powers Authority (“JPA”). Costs and capital contributions are generally shared by the two districts in accordance with capacity rights reserved in each component of the joint system. Maintenance and operating costs are pro-rated to the districts in accordance with the average monthly flows contributed by each to the system. The allocation of construction costs related to projects in process is based upon engineering estimates of the capacity rights and is subject to increase or decrease when final costs are determined.

Summary of changes in investment in Joint Powers Authority is as follows:

Beginning of year	\$ 68,787,771
Contributions	11,761,025
Share in income (loss):	
Sanitation expenses	(9,179,325)
Depreciation expenses	(4,611,093)
Loss on disposal of capital assets	(37,666)
End of year	<u>\$ 66,720,712</u>

Investment in Joint Powers Authority includes capitalized interests for the debt issued for the JPA’s facilities held under the District’s name as follows:

Primary government's net investment in JPA's capital assets	\$ 64,185,698
Capitalized interest, net	<u>2,535,014</u>
Investment in JPA	<u>\$ 66,720,712</u>

Condensed financial statement of the JPA as of and for the years ended June 30, 2015 including the participants’ approximate percentage shares as follows:

	Amount	Las Virgenes Municipal Water District	Triunfo Sanitation District
Total assets	\$ 103,314,179	67%	33%
Total liabilities	6,832,528	67%	33%
Total equity	96,481,651	67%	33%
Billings to participants	12,929,586	68%	32%
Depreciation	6,318,589	70%	30%
Construction cost	3,656,798	71%	29%

The amount due from the JPA at June 30, 2015 consisted of the following:

Beginning of year	\$ 4,647,974
Additions (Deletions)	(999,307)
End of year	<u>\$ 3,648,667</u>

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 7 – Capital Assets

Summary of changes in capital assets for the year ended June 30, 2015 is as follows:

Primary Government

	Balance July 1, 2014	Additions	Deletions	Reclassification	Balance June 30, 2015
Capital assets, not depreciated					
Land and land rights:					
Water plant	\$ 6,804,087	\$ 3	\$ -	\$ -	\$ 6,804,090
Sanitation plant	111,235	-	-	-	111,235
Construction in progress	11,526,682	12,698,051	(463,651)	(7,024,302)	16,736,780
Total capital assets, not depreciated	18,442,004	12,698,054	(463,651)	(7,024,302)	23,652,105
Capital assets, being depreciated					
Water plant:					
Source of supply	24,995,557	-	-	35,885	25,031,442
Plant	106,311,742	121,182	-	6,489,890	112,922,814
Structure	20,403,025	53,500	-	23,543	20,480,068
Sanitation plant:					
Plant	7,427,396	-	-	-	7,427,396
Machinery and equipment	17,318	-	-	-	17,318
General utility plant					
Building and improvements	21,797,289	-	(3,877)	224,402	22,017,814
Machinery and equipment	10,784,239	-	(162,695)	250,582	10,872,126
Total capital assets, being depreciated	191,736,566	174,682	(166,572)	7,024,302	198,768,978
Less accumulated depreciation					
Water plant:					
Source of supply	(8,194,886)	(561,927)	-	-	(8,756,813)
Plant	(48,537,575)	(2,552,352)	-	-	(51,089,927)
Structure	(16,228,637)	(520,023)	-	-	(16,748,660)
Sanitation plant:					
Plant	(3,335,572)	(146,443)	-	-	(3,482,015)
Machinery and equipment	(11,258)	(1,732)	-	-	(12,990)
General utility plant					
Building and improvements	(10,921,957)	(499,453)	3,877	-	(11,417,533)
Machinery and equipment	(9,829,640)	(297,400)	162,695	-	(9,964,345)
Total accumulated depreciation	(97,059,523)	(4,579,330)	166,572	-	(101,472,281)
Total capital assets, being depreciated, net	94,677,043	(4,404,648)	-	7,024,302	97,296,697
Total capital assets, net	\$ 113,119,047	\$ 8,293,406	\$ (463,651)	\$ -	\$ 120,948,802

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 7 – Capital Assets (Continued)**Discretely Presented Component Unit – JPA**

	Balance July 1, 2014	Additions	Deletions	Reclassification	Balance June 30, 2015
Capital assets, not depreciated					
Land and land rights	\$ 12,258,791	\$ -	\$ -	\$ -	\$ 12,258,791
Construction in progress	7,320,411	3,656,796	-	(726,960)	10,250,247
Total capital assets, not depreciated	19,579,202	3,656,796	-	(726,960)	22,509,038
Capital assets, being depreciated					
Sewer and treatment plant	117,197,572	-	(122,393)	459,387	117,534,566
Compost plant and farm	63,062,993	-	(55,390)	267,573	63,275,176
Recycled water system	31,845,276	-	-	-	31,845,276
Total capital assets, being depreciated	212,105,841	-	(177,783)	726,960	212,655,018
Less accumulated depreciation					
Sewer and treatment plant	(72,630,780)	(3,350,101)	80,119	-	(75,900,762)
Compost plant and farm	(42,461,046)	(2,089,300)	44,312	-	(44,506,034)
Recycled water system	(17,396,423)	(879,186)	-	-	(18,275,609)
Total accumulated depreciation	(132,488,249)	(6,318,587)	124,431	-	(138,682,405)
Total capital assets, being depreciated, net	79,617,592	(6,318,587)	(53,352)	726,960	73,972,613
Total capital assets, net	\$ 99,196,794	\$ (2,661,791)	\$ (53,352)	\$ -	\$ 96,481,651

Note 8 – Compensated Absences

Summary of changes in compensated absences for the year ended June 30, 2015 is as follows:

	Balance July 1, 2014	Additions	Deletions	Balance June 30, 2015
	\$ 1,933,836	\$ 1,710,017	\$ (1,646,030)	\$ 1,997,823

Note 9 – Long-Term Debt

Summary of changes in long-term debt for the year ended June 30, 2015 is as follows:

	Balance July 1, 2014	Additions	Deletions	Balance June 30, 2015	Due within One Year	Due in More Than One Year
2009 Sanitation Refunding Revenue Bonds	\$ 22,585,000	\$ -	\$ (1,840,000)	\$ 20,745,000	\$ 1,925,000	\$ 18,820,000
Add: Unamortized Premium	1,500,026	-	(159,295)	1,340,731	-	1,340,731
Capital Lease	60,774	-	(24,828)	35,946	20,816	15,130
Total long-term debt	\$ 24,145,800	\$ -	\$ (2,024,123)	\$ 22,121,677	\$ 1,945,816	\$ 20,175,861

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 9 – Long-Term Debt (Continued)

2009 Sanitation Refunding Revenue Bonds

The District issued sanitation refunding revenue bonds (2009 bonds) dated December 1, 2009, totaling \$29,415,000. The purpose of the 2009 bonds was to advance refund 1998 Installment Purchase Refunding Revenue Bonds.

The 2009 bonds mature through November 1, 2023, and bear interest at rates ranging from 1.00% to 5.00%. Interest is payable semiannually on May 1 and November 1, beginning May 1, 2010. The 2009 bonds are subject to optional early redemption provisions. The 2009 bonds fully mature on November 1, 2023.

The District completed the refunding to reduce its debt service over the next 14 years by approximately \$7,604,000 and to obtain an economic gain (difference between the present values of the old and new debt service payments) of approximately \$4,796,000.

Total balance outstanding as of June 30, 2015, net of unamortized premium was as follows:

Principal outstanding	\$ 20,745,000
Add unamortized premium	<u>1,340,731</u>
Net bonds outstanding	<u><u>\$ 22,085,731</u></u>

The annual debt service requirements at June 30, 2015 are as follows:

Year Ending June 30,	Principal	Interest	Total
2016	\$ 1,925,000	\$ 830,000	\$ 2,755,000
2017	2,025,000	731,250	2,756,250
2018	2,125,000	627,500	2,752,500
2019	2,210,000	541,225	2,751,225
2020	2,305,000	450,450	2,755,450
2021-2024	<u>10,155,000</u>	<u>859,388</u>	<u>11,014,388</u>
Total	<u><u>\$ 20,745,000</u></u>	<u><u>\$ 4,039,813</u></u>	<u><u>\$ 24,784,813</u></u>

Capital Leases

The District entered into various leases agreement for the copiers at interest rates range from 2% to 22.58%. These leases are classified as capital leases and have been recorded at the present value of the future minimum lease payments at the inception date of the leases. The assets acquired through capital leases are included in the District's capital assets in the amount of \$118,779, net of accumulated depreciation in the amount of \$87,217.

Year Ended June 30,	
2016	\$ 20,816
2017	11,613
2018	2,719
2019	<u>2,040</u>
Subtotal	37,188
Less amount representing interest	<u>(1,242)</u>
Present value of future minimum lease payments	<u><u>\$ 35,946</u></u>

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 10 – Pension Plan – Defined Benefit Plan

	Balance July 1, 2014 (As Restated)	Additions	Deletions	Balance June 30, 2015
Deferred outflows of resources:				
Pension contribution after measurement date	\$ 1,780,006	\$ 1,701,878	\$ (1,780,006)	\$ 1,701,878
Total deferred outflows of resources	\$ 1,780,006	\$ 1,701,878	\$ (1,780,006)	\$ 1,701,878
Net pension liabilities:				
Net pension liabilities	\$ 21,405,254	\$ 7,734,748	\$ (13,269,680)	\$ 15,870,322
Total net pension liabilities	\$ 21,405,254	\$ 7,734,748	\$ (13,269,680)	\$ 15,870,322
Deferred inflows of Resources:				
Difference in projected and actual earnings on pension investments	\$ -	\$ 6,114,496	\$ (1,222,899)	\$ 4,891,597
Total deferred inflows of resources	\$ -	\$ 6,114,496	\$ (1,222,899)	\$ 4,891,597

General Information about the Pension Plan

Plan Description

The District contributes to the California Public Employees' Retirement System (CalPERS), an agent multiple-employer public employee defined benefit pension plan. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by state statute. A full description of the pension plan regarding number of employees covered, benefit provisions, assumptions (for funding, but not accounting purposes), and membership information are listed in the June 30, 2013 Annual Actuarial Valuation Report. This report and CalPERS' audited financial statements are publicly available reports that can be obtained at CalPERS' website under Forms and Publications.

Benefits Provided

CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. A classic CalPERS member becomes eligible for service retirement upon attainment of age 55 with at least 5 years of credited service. PEPRA miscellaneous members become eligible for service retirement upon attainment of age 62 with at least 5 years of service. The service retirement benefit is a monthly allowance equal to the product of the benefit factor, years of service, and final compensation. The final compensation is the monthly average of the member's highest 36 or 12 consecutive months' full-time equivalent monthly pay. Retirement benefits for classic miscellaneous employees are calculated as 2% of the average final 12 months compensation. Retirement benefits for PEPRA miscellaneous employees are calculated as 2% of the average final 36 months compensation.

Participant is eligible for non-industrial disability retirement if becomes disabled and has at least 5 years of credited service. There is no special age requirement. The standard non-industrial disability retirement benefit is a monthly allowance equal to 1.8 percent of final compensation, multiplied by service. Industrial disability benefits are not offered. Upon the death of a retiree, a one-time lump sum payment of \$500 will be made to the retiree's designated survivor(s), or to the retiree's estate.

Benefit terms provide for annual cost-of-living adjustments to each employee's retirement allowance. Beginning the second calendar year after the year of retirement, retirement and survivor allowances will be annually adjusted on a compound basis by 3 percent.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 10 – Pension Plan – Defined Benefit Plan (Continued)

General Information about the Pension Plan (Continued)

Employees Covered by Benefit Terms

At June 30, 2013, the valuation date, the following employees were covered by the benefit terms

<u>Employees covered by benefit terms</u>	
Active employees	117
Transferred and terminated employees	64
Retired employees and beneficiaries	124
	305
	305

Contributions

Section 20814(c) of the California Public Employees' Retirement Law ("PERL") requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the measurement period ended June 30, 2014, the average active contribution rates was 6.990% of annual pay, and the employer's contribution rate was 15.897% of employee annual payroll.

Net Pension Liability

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

For the measurement period ended June 30, 2014, the total pension liability was determined by rolling forward the June 30, 2013 total pension liability. The June 30, 2013 and the June 30, 2014 total pension liabilities were based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirement of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	7.50%
Inflation	2.75%
Salary Increases	Varies by Entry Age and Service
Investment Rate of Return	7.50% Net of Pension Plan Investment and Administrative Expenses; includes Inflation
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds. The mortality table used was developed based on CalPERS' specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB.
Post Retirement Benefit Increase	Contract COLA up to 2.75% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.75% thereafter

All other actuarial assumptions used in the June 30, 2013 valuation were based on the results of an actuarial experience study for the period from 1997 to 2011, including updates to salary increase, mortality and retirement rates. The Experience Study report can be obtained at CalPERS' website under Forms and Publications

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 10 – Pension Plan – Defined Benefit Plan (Continued)

Net Pension Liability (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.50 percent, which is net of administrative expenses. An investment return excluding administrative expenses would have been 7.65 percent. Management has determined that using the lower discount rate has resulted in a slightly higher total pension liability and net pension liability and the difference was deemed immaterial to the financial statements. The long-term expected rate of return on pension plan investments was determined in which best-estimate ranges of expected future real rates (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. In determining the long-term expected rate of return, both short-term and long-term market return expectations as well as the expected pension fund cash flows were considered. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These geometric rates of return are net of administrative expenses.

Asset Class	New Strategic Allocation	Real Return Years 1 - 10 ¹	Real Return Years 11+ ²
Global Equity	47.00%	5.25%	5.71%
Global Fixed Income	19.00%	0.99%	2.43%
Inflation Sensitive	6.00%	0.45%	3.36%
Private Equity	12.00%	6.83%	6.95%
Real Estate	11.00%	4.50%	5.13%
Infrastructure and Forestland	3.00%	4.50%	5.09%
Liquidity	2.00%	-0.55%	-1.05%
	<u>100.00%</u>		

¹ An expected inflation of 2.5% used

² An expected inflation of 3.0% used

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 10 – Pension Plan – Defined Benefit Plan (Continued)

Changes in the Net Pension Liability

The following table shows the changes in net pension liability recognized over the measurement period.

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability/(Asset)
	(a)	(b)	(c) = (a) - (b)
Balance at June 30, 2013 (Valuation Date)	\$ 81,262,450	\$ 59,857,196	\$ 21,405,254
Changes Recognized for the Measurement Period:			
Service Cost	1,694,463	-	1,694,463
Interest on the total pension liability	6,040,285	-	6,040,285
Changes of benefit terms	-	-	-
Difference between expected and actual experience	-	-	-
Changes of assumptions	-	-	-
Contributions from the employer	-	1,780,006	(1,780,006)
Contributions from employees	-	919,090	(919,090)
Net investment income, net of administrative expense	-	10,570,584	(10,570,584)
Benefit payments, including refunds of employee contributions	(3,145,116)	(3,145,116)	-
Net Changes during July 1, 2013 to June 30, 2014	\$ 4,589,632	\$ 10,124,564	\$ (5,534,932)
Balance at June 30, 2014 (Measurement Date)	\$ 85,852,082	\$ 69,981,760	\$ 15,870,322

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Plan as of the measurement date, calculated using the discount rate of 7.5%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.50%) or 1 percentage-point higher (8.50%) than the current rate:

Plan's Net Pension Liability/(Asset)		
Discount Rate - 1% (6.50%)	Current Discount Rate (7.50%)	Discount Rate + 1% (8.50%)
\$26,954,337	\$15,870,322	\$6,584,837

Pension Plan Fiduciary Net Position

Detailed information about the plan's fiduciary net position is available in the separately issued CalPERS financial report.

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 10 – Pension Plan – Defined Benefit Plan (Continued)

Pension Expense and Deferred Outflows and Deferred Inflows of Resources Related to Pensions

For the measurement period ending June 30, 2014, the District incurred a pension expense of \$1,136,671.

As of measurement date of June 30, 2014, the District has deferred outflows and deferred inflows of resources related to pensions as follows:

	<u>Deferred outflows of Resources</u>	<u>Deferred inflows of Resources</u>
Contribution made after the measurement date	\$ 1,701,878	\$ -
Difference between expected and actual experience	-	-
Changes of assumptions	-	-
Net difference between projected and actual earning on pension plan investments	-	(4,891,597)
Total	<u>\$ 1,701,878</u>	<u>\$ (4,891,597)</u>

The amounts above are net of outflows and inflows recognized in the 2013-14 measurement period.

The expected average remaining service lifetime (EARSL) is calculated by dividing the total future service years by the total number of plan participants (active, inactive, and retired). The EARSL for the Plan for the 2013-14 measurement period is 3.5 years, which was obtained by dividing the total service years of 1,075 (the sum of remaining service lifetimes of the active employees) by 305 (the total number of participants: active, inactive, and retired).

\$1,701,878 reported as deferred outflows of resources related to pension resulting from the District's contributions subsequent to the measurement date during the year ended June 30, 2015 will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in future pension expense as follows:

<u>Year Ended June 30,</u>	<u>Deferred Outflows/(Inflows) of Resources</u>
2016	\$ (1,222,899)
2017	(1,222,899)
2018	(1,222,899)
2019	(1,222,900)
2020	-
Thereafter	-
	<u>\$ (4,891,597)</u>

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 11 – Other Post-Employment Benefits

Plan Description

The District contributes to a multi-employer defined benefit plan to provide post-employment medical benefits. Specifically, the District provides postretirement medical benefits to all employees who retire from the District after attaining age 55 with at least ten years of service (age 50 with at least 5 years of service for employees hired after April 1, 2006). For employees hired after March 31, 2006, the District pays for 100% medical premiums incurred by retirees and one dependent up to \$1,290 per month. The plan does not provide a publicly available financial report.

Funding Policy

The contribution requirements of plan members and the District are established and may be amended by the District's Board of Directors, and/or the employee associations. Currently, contributions are not required from plan members. During the fiscal year ended June 30, 2015, the District elected to fund 100% of the annual required contribution of the employer (ARC) an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a closed period not to exceed thirty years. The ARC for fiscal year ended 2015 was \$1,386,033.

Annual OPEB Cost

For fiscal year 2015, the District annual OPEB cost was \$1,386,033 and was equal to the District's required and actual contribution. The required contribution for the fiscal year 2015 was determined as part of the June 30, 2013 actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included a 7.25% investment rate of return (net of administrative expenses), payroll increase of 2.75% per annum, and inflation rate of 2.75% per annum, and the District's share of premium cost will increase at rates ranging from 0.0% to 3.5% per annum, depending on attained age. The District's unfunded actuarial accrued liability will be amortized by level percentage of payroll over thirty years.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and the plan members at that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets consistent with the long-term perspective of the calculations.

Three-Year Trend Information

For year ended June 30, 2015, the District's annual OPEB cost (expenses) of \$1,386,033 equal to the ARC. Information on the annual OPEB cost, percentage of Annual OPEB Cost contributed, and Net OPEB Obligation for the last three fiscal years, as presented below:

Fiscal Year	Annual OPEB Cost	Actual Contribution (Net of Adjustments)	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation (Asset)
6/30/2013	\$ 1,115,327	\$ 1,115,327	100%	\$ -
6/30/2014	1,348,937	1,348,937	100%	-
6/30/2015	1,386,033	1,386,033	100%	-

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 11 – Other Post-Employment Benefits (Continued)

Funded Status and Funding Progress

As of June 30, 2015, the latest actuarial valuation date, the plan was 15.34% funded. The actuarial accrued liability for benefits was \$22,376,865, and the actuarial value of assets was \$3,432,069, resulting in an unfunded actuarial accrued liability (UAAL) of \$18,944,796. The covered payroll (annual payroll of active employees covered by the plan) was \$9,859,726 and the ratio of the UAAL to the covered payroll was 192.14%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the District are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Note 12 – Net Position

Net position represents the difference between assets, deferred outflows of resources and liabilities. Designations of unrestricted net position represent the District management's intentions for the use of resources. The net position amounts were as follows:

	Primary Government	Discretely Presented Component Unit - JPA
Net investments in capital assets:		
Capital assets, net of accumulated depreciation	\$ 120,948,802	\$ 96,481,651
Less:		
Capital lease obligations	(35,946)	-
2009 Sanitation refunding revenue bond, net	(20,742,487)	-
Total investment in capital assets, net of related debt	<u>100,170,369</u>	<u>96,481,651</u>
Restricted for:		
Debt Service	2,616,875	-
Capital projects	1,263,837	-
Toal restricted	<u>3,880,712</u>	<u>-</u>
Unrestricted:		
Designated for:		
Investment in JPA	66,720,712	-
Rate stabilization	8,000,000	-
Insurance	3,300,098	-
Operating emergencies	12,252,573	-
Retirement fund contributions	517,417	-
Undesignated	19,478,179	-
Toal unrestricted	<u>110,268,979</u>	<u>-</u>
Total net position	<u>\$ 214,320,060</u>	<u>\$ 96,481,651</u>

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 12 – Net Position (Continued)

As of June 30, 2015, the restricted net position for the District consisted of the following:

	Debt Service	Capital Projects	Total
Restricted Assets:			
Restricted cash and investments	\$ 2,761,223	\$ 1,004,618	\$ 3,765,841
Restricted receivables			
Interest	2,006	58	2,064
Other	-	8,407,276	8,407,276
Total restricted assets	2,763,229	9,411,952	12,175,181
Current Liabilities Payable from Restricted Assets:			
Interest payable	(146,354)	-	(146,354)
Other liabilities	-	(8,148,115)	(8,148,115)
Total current liabilities payable from restricted assets	(146,354)	(8,148,115)	(8,294,469)
Total restricted net position	\$ 2,616,875	\$ 1,263,837	\$ 3,880,712

Note 13 – Risk Management

The District retained Tolman & Wiker Insurance Services, LLC, for general liability, property, inverse condemnation, auto and physical damage. In addition, reinsurance support for the program is provided by Swiss Reinsurance of America and Travelers Reinsurance. The coverage for the general liability provides \$11 million per occurrence and \$61 million in the aggregate with a \$50,000 self insured retention limit per occurrence. The coverage for the property provides \$61 million of coverage with a deductible of \$50,000 per occurrence. The District paid premiums of \$724,414 to Argonaut Insurance Company for the year ended June 2015.

Effective August 1, 2012, the District retained the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/APIA) for its workers' compensation insurance coverage. The District paid premiums of \$182,426 the year ended June 30, 2015.

Note 14 – Prior Period Adjustment

The District implemented GASB Statement No. 68 and 71 during the year ended June 30, 2015. The beginning net position at July 1, 2014 was restated as follows:

Net Position at July 1, 2014	\$ 234,252,586
Deferred Outflows of Resources -	
Pension Contribution after Measurement Date (Note 10)	1,780,006
Net Pension Liabilities (Note 10)	(21,405,254)
Subtotal	(19,625,248)
Net Position at July 1, 2014, as Restated	\$ 214,627,338

Las Virgenes Municipal Water District
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2015

Note 15 – Commitments and Contingencies:

Lawsuits

The District is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, it is the option of the District's legal counsel and the District's management that resolution of these matters will not have a material adverse effect on the financial condition of the District.

Contract Commitments

The District had out standing contract commitments of \$1,094,358 for the year ended June 30, 2015 for the primary government and \$2,216,418 for the JPA.



REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)



Las Virgenes Municipal Water District
Required Supplementary Information (Unaudited)
Schedule of Changes in Net Pension Liability and Related Ratios
For the Year Ended June 30, 2015

Last Ten Fiscal Years

California Public Employees' Retirement System ("CalPERS")

Measurement period	2013-14 ¹
Total pension liability	
Service cost	\$ 1,694,463
Interest	6,040,285
Changes of benefit terms	-
Differences between expected and actual experience	-
Changes of assumptions	-
Benefit payments, including refunds of employee contributions	(3,145,116)
Net change in total pension liability	4,589,632
Total pension liability - beginning	81,262,450
Total pension liability - ending (a)	\$ 85,852,082
Pension fiduciary net position	
Contributions - employer	\$ 1,780,006
Contributions - employee	919,090
Net investment income ²	10,570,584
Benefit payments, including refunds of employee contributions	(3,145,116)
Other	-
Net change in plan fiduciary net position	10,124,564
Plan fiduciary net position - beginning	59,857,196
Plan fiduciary net position - ending (b)	\$ 69,981,760
District's net pension liability - ending (a) - (b)	\$ 15,870,322
Plan fiduciary net position as a percentage of the total pension liability	81.51%
Covered-employee payroll	\$ 10,635,596
District's net pension liability as a percentage of covered-employee payroll	149.22%

¹ Historical information is required only for measurement periods for which GASB 68 is applicable.

² Net of administrative expenses.

Notes to Schedule:

Benefit Changes: The figures above do not include any liability impact that may have resulted from plan changes which occurred after June 30, 2013. This applies for voluntary benefit changes as well as any offers of Two Years Additional Service Credit (a.k.a. Golden Handshakes).

Changes of Assumptions: There were no changes in assumptions.

Las Virgenes Municipal Water District
Required Supplementary Information (Unaudited)
Schedule of Contribution
For the Year Ended June 30, 2015

Last Ten Fiscal Years

California Public Employees' Retirement System ("CalPERS")

	2014-15 ¹	2013-14 ¹
Actuarially determined contribution	\$ 1,701,878	\$ 1,780,006
Contributions in relation to the actuarially determined contribution ²	<u>(1,701,878)</u>	<u>(1,780,006)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
Covered-employee payroll ^{3,4}	\$ 10,954,664	\$ 10,635,596
Contributions as a percentage of covered-employee payroll ³	15.54%	16.74%

¹ Historical information is required only for measurement periods for which GASB 68 is applicable.

² Employers are assumed to make contributions equal to the actuarially determined contributions. However, some employers may choose to make additional contributions towards their unfunded liability. Employer contributions for such plans exceed the actuarially determined contributions.

³ Covered-Employee Payroll represented above is based on pensionable earnings provided by the employer. However, GASB 68 defines covered-employee payroll as the total payroll of employees that are provided pensions through the pension plan. Accordingly, if pensionable earnings are different than total earnings for covered-employees, the employer should display in the disclosure footnotes the payroll based on total earnings for the covered group and recalculate the required payroll-related ratios.

⁴ Payroll from prior year \$10,325,821 was assumed to increase by the 3.00 percent payroll growth assumption.

Notes to Schedule:

Valuation date:

The actuarial methods and assumptions used to set the actuarially determined contributions for Fiscal Year 2013-14 were from the June 30, 2011 public agency valuations.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll
Remaining amortization period	22 years
Asset valuation method	15 year smoothed market
Inflation	2.75%
Salary increases	3.30% to 14.20% depending on age, service, and type of employment
Payroll Growth	3.00%
Investment rate of return	7.50%, net of pension plan investment expense, including inflation
Retirement age	The probabilities of retirement are based on the 2010 CalPERS Experience study for the period from 1997 to 2007.
Mortality	The probabilities of mortality are based on the 2010 CalPERS Experience Study for the period from 1997 to 2007. Pre-retirement and Post-retirement mortality rates include 5 years of projected mortality improvement using Scale AA published by the Society of Actuaries.

Las Virgenes Municipal Water District
Required Supplementary Information (Unaudited)
Schedules of Funding Progress
For the Year Ended June 30, 2015

OTHER POST-EMPLOYMENT BENEFITS PLAN

Actuarial Valuation Date	Actuarial Value Accrued Liability (A)	Actuarial Value of Assets (B)	Unfunded Actuarial Accrued Liability (A - B)	Funded Ratio (B/ A)	Covered Payroll (C)	UAAL as a % of Payroll (A - B) / C
June 30, 2011	\$ 14,364,922	\$ 1,059,481	\$ 13,305,441	7.38%	\$ 9,957,377	133.62%
June 30, 2013	17,945,074	2,017,149	15,927,925	11.24%	9,708,413	164.06%
June 30, 2015	22,376,865	3,432,069	18,944,796	15.34%	9,859,726	192.14%



Las Virgenes Municipal Water District
Index to Statistical Section
June 30, 2015

This part of the Las Virgenes Municipal Water District's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial states, note disclosures, and required supplementary information say about the District's overall financial health.

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Pages

Financial Trends - These schedules contain information to help the reader understand how the District's financial performance and well-being have changed over time.

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Note: The District has no governmental funds; therefore, does not present information about changes in fund balances. Also, the District has no legal debt limitations.

Schedule 1
Las Virgenes Municipal Water District
Net Position
Last Ten Fiscal Years (accrual basis of accounting)
(in thousands of dollars)

	Fiscal Year				
	2006	2007	2008	2009	2010
Business-type Activities					
Net investment in capital assets	\$ 64,717	\$ 68,310	\$ 69,595	\$ 68,886	\$ 77,351
Restricted:					
Debt service	3,951	3,667	3,574	3,529	2,602
Capital projects	13,389	13,227	12,959	10,752	9,766
Total restricted	<u>17,340</u>	<u>16,894</u>	<u>16,533</u>	<u>14,281</u>	<u>12,368</u>
Unrestricted	<u>141,814</u>	<u>141,055</u>	<u>146,195</u>	<u>149,444</u>	<u>140,981</u>
Total Net Position	<u>\$ 223,871</u>	<u>\$ 226,259</u>	<u>\$ 232,323</u>	<u>\$ 232,611</u>	<u>\$ 230,700</u>

Schedule 1
Las Virgenes Municipal Water District
Net Position (Continued)
Last Ten Fiscal Years (accrual basis of accounting)
(in thousands of dollars)

	Fiscal Year				
	2011	2012	2013	2014	2015
Business-type Activities					
Net investment in capital assets	\$ 79,319	\$ 83,425	\$ 82,870	\$ 90,476	\$ 100,170
Restricted:					
Debt service	2,581	2,588	2,595	2,608	2,617
Capital projects	7,645	5,935	4,614	1,498	1,264
Total restricted	<u>10,226</u>	<u>8,523</u>	<u>7,208</u>	<u>4,106</u>	<u>3,881</u>
Unrestricted	<u>140,373</u>	<u>137,785</u>	<u>140,793</u>	<u>139,671</u>	<u>110,269</u>
Total Net Position	<u>\$ 229,918</u>	<u>\$ 229,733</u>	<u>\$ 230,871</u>	<u>\$ 234,253</u>	<u>\$ 214,320</u>

Schedule 2
Las Virgenes Municipal Water District
Changes in Net Position
Last Ten Fiscal Years (accrual basis of accounting)
(in thousands of dollars)

	Fiscal Year				
	2006	2007	2008	2009	2010
Expenses					
Water	\$ 26,376	\$ 30,238	\$ 30,385	\$ 30,912	\$ 30,845
Sanitation(includes JPA)	14,676	14,647	15,304	16,134	15,628
Total Operating Expenses	41,052	44,885	45,689	47,046	46,473
Program Revenues					
Water	25,628	29,368	30,419	29,708	26,160
Sanitation	10,049	10,917	12,937	15,847	15,473
Capital contributions	12,035	3,959	4,167	1,203	1,632
Other	465	400	534	419	414
Total Program Revenues	48,177	44,644	48,057	47,177	43,679
Net (Expense)/Revenue	7,125	(241)	2,368	131	(2,794)
General Revenues and Other Changes in Net Assets					
Taxes and penalties	720	875	905	917	898
Investment earnings	2,968	4,003	3,770	2,596	1,297
Miscellaneous(includes JPA)	(2,751)	(2,249)	(979)	(3,357)	(1,312)
Total General Revenues	937	2,629	3,696	156	883
Changes in Net Assets (Business-type activities)	\$ 8,062	\$ 2,388	\$ 6,064	\$ 287	\$ (1,911)

Schedule 2
Las Virgenes Municipal Water District
Changes in Net Position (Continued)
Last Ten Fiscal Years (accrual basis of accounting)
(in thousands of dollars)

	Fiscal Year				
	2011	2012	2013	2014	2015
Expenses					
Water	\$ 31,556	\$ 35,972	\$ 38,468	\$ 42,270	\$ 42,497
Sanitation(includes JPA)	15,727	14,894	15,022	15,421	15,412
Total Operating Expenses	47,283	50,866	53,490	57,691	57,909
Program Revenues					
Water	26,974	31,205	35,637	41,177	37,547
Sanitation	16,402	16,394	16,588	16,552	16,726
Capital contributions	859	1,569	2,168	1,540	990
Other	278	749	842	951	1,911
Total Program Revenues	44,513	49,917	55,235	60,220	57,174
Net (Expense)/Revenue	(2,770)	(950)	1,745	2,529	(735)
General Revenues and Other Changes in Net Assets					
Taxes and penalties	879	884	888	892	904
Investment earnings	890	747	610	496	477
Miscellaneous(includes JPA)	219	(828)	(1,655)	(536)	(953)
Total General Revenues	1,988	804	(157)	852	428
Changes in Net Assets (Business-type activities)	\$ (782)	\$ (146)	\$ 1,587	\$ 3,381	\$ (307)

Schedule 3
Las Virgenes Municipal Water District
Revenue Base
Last Ten Fiscal Years

Potable Water

Fiscal Year	Operating Revenue in thousand \$	Number of Customers				Total
		Residential	Commercial	Irrigation		
		2006	21,480	19,179	672	
2007	24,273	19,276	685	255	20,216	
2008	25,828	19,303	694	258	20,255	
2009	25,308	19,308	725	275	20,308	
2010	22,050	19,320	776	237	20,333	
2011	23,220	19,184	802	254	20,240	
2012	26,754	18,799	814	241	19,854	
2013	30,472	18,806	818	255	19,879	
2014	35,402	18,820	820	253	19,893	
2015	34,306	18,853	825	257	19,935	

Sanitation

Fiscal Year	Operating Revenue in thousand \$	Number of Customers		
		Residential	Commercial	Total
		2006	10,049	15,987
2007	10,917	16,055	639	16,694
2008	12,937	16,089	638	16,727
2009	15,847	16,142	650	16,792
2010	15,473	16,087	639	16,726
2011	16,402	16,050	690	16,740
2012	16,394	16,093	699	16,792
2013	16,588	16,100	702	16,802
2014	16,552	16,113	704	16,817
2015	16,726	16,133	712	16,845

Schedule 4
Las Virgenes Municipal Water District
Revenue Rates
Last Ten Fiscal Years

Bi-Monthly Potable Water Rates for Residential and Commercial Customers:**Readiness to Serve Charge**

Meter Size	2005-2007	11/01/2007	07/01/2008	07/01/2009	07/01/2010	07/01/2011	01/01/2013	01/01/2014	1/1/2015
3/4"	14.05	22.23	23.79	25.34	26.35	27.40	28.77	30.21	31.73
1"	18.73	32.74	35.03	37.31	38.80	40.35	42.37	44.49	46.72
1-1/2"	30.43	58.99	63.12	67.22	69.91	72.71	76.35	80.17	84.18
2"	46.79	90.50	96.84	103.00	107.00	112.00	117.60	123.48	129.66
3"	84.23	175.00	187.00	199.00	207.00	215.00	225.75	237.04	248.90
4"	128.68	269.00	288.00	307.00	319.00	332.00	348.60	366.03	384.34
6"	257.35	532.00	569.00	606.00	630.00	655.00	675.75	722.14	758.25
8"	397.73	847.00	906.00	965.00	1,003.00	1,044.00	1,096.20	1,151.01	1,208.57
10"	608.29	1,214.00	1,299.00	1,384.00	1,439.00	1,497.00	1,571.85	1,650.45	1,732.98

Volume Charges (per 100 cubic feet of water use)

	2005-2007	11/01/2007	07/01/2008	2009 - 2010	2011-2012	01/01/2012	01/01/2013	01/01/2014	1/1/2015
Tier 1	\$1.18	\$1.24	\$1.28	\$1.32 - \$1.53	\$1.58 - \$1.71	\$1.78	\$1.98	\$2.19	\$2.31
Tier 2	1.31	1.55	1.60	\$1.65 - \$1.86	\$1.93 - \$2.08	2.15	2.37	2.60	2.80
Tier 3	1.91	2.32	2.39	\$2.46 - \$2.67	\$2.77 - \$2.95	3.02	3.29	3.56	3.81
Tier 4	2.48	3.48	3.58	\$3.69 - \$3.90	\$4.05 - \$4.28	4.35	4.68	5.02	5.34
Tier 1 End(Hcf)	12.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00
Tier 2 End(Hcf)	24.00	67.00	67.00	67.00	67.00	67.00	67.00	67.00	67.00
Tier 3 End(Hcf)	115.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00

Elevation Surcharges (per 100 cubic feet of water use)

	2005-2007	11/01/2007	07/01/2008	07/01/2009	07/01/2010	2011-2012	01/01/2013	01/01/2014	1/1/2015
Zone 1	-	-	-	-	-	-	-	-	-
Zone 2	0.31	0.32	0.33	0.34	0.35	0.36	0.38	0.40	0.42
Zone 3	0.52	0.54	0.56	0.58	0.60	0.62	0.66	0.70	0.74
Zone 4	0.92	0.95	0.98	1.01	1.05	1.09	1.15	1.21	1.28
Zone 5	1.85	1.91	1.97	2.03	2.11	2.19	2.30	2.42	2.55

Bi-Monthly Recycled Water Charges:**Volume Charges (per 100 cubic feet of water use)**

	2005-2007	11/01/2007	7/1/2008	1/1/2010	1/1/2011	1/1/2013	1/1/2015
Tier 1	\$0.58	\$0.92	\$0.94	\$1.00	\$1.04	\$1.07	\$1.09
Tier 2	0.80	1.20	1.23	1.31	1.36	1.40	1.42
Tier 3	1.34	1.90	1.95	2.08	2.16	2.23	2.26
Tier 4	1.85	2.94	3.02	3.23	3.36	3.46	3.51

Elevation Surcharges (per 100 cubic feet of water use)

	2005-2007	11/01/2007	7/1/2008	1/1/2010	1/1/2011	1/1/2013	1/1/2015
Zone 1	\$0.18	\$0.19	\$0.20	\$0.22	\$0.23	\$0.24	\$0.24

Bi-Monthly Sewer Service Charges:

	2005-2006	2007	11/01/2007	07/01/2008	07/01/2009	2010-2012	07/01/2013	07/01/2014
Residential								
Single-family	\$51.47-59.11	\$57.19-60.26	\$84.00	\$102.00	\$102.00	\$108.00	\$74.31-\$108.56	\$75.80-\$110.74
Multi-family	\$51.47-54.47	\$57.19	\$53.00	\$64.25	\$64.25	\$68.03	\$68.59	\$69.97
Commercial								
ERU-based Charge	\$51.47-54.47	\$57.19	\$84.00	\$84.00	\$90.79	\$90.79	\$91.35	\$91.35
Account Service	\$0.00	\$0.00	\$13.50	\$16.25	\$16.25	\$17.21	\$17.21	\$17.21
Base Water Use:								
Class 1 (Hcf)	24.10	24.10	29.50	29.50	29.50	29.50	29.50	29.50
Per hcf of water	\$2.14-\$2.45	\$2.37-\$2.58	\$2.85	\$2.91	\$2.91	\$3.08	\$3.10	\$3.10
Class 2 (Hcf)	24.10	24.10	17.30	17.30	17.30	17.30	17.30	17.30
Per hcf of water	\$3.76-\$4.19	\$4.18-\$4.53	\$4.87	\$4.96	\$4.96	\$5.25	\$5.29	\$5.29
Class 3 (Hcf)	24.10	24.10	11.40	11.40	11.40	11.40	11.40	11.40
Per hcf of water	\$5.68-\$6.33	\$6.31-\$6.85	\$6.19	\$7.53	\$7.53	\$7.96	\$8.02	\$8.02

Source: LVMWD rate ordinances

Schedule 5
Las Virgenes Municipal Water District
Principal Revenue Payers
Current Fiscal Year and Ten Years Ago

Potable Water Customer Name	2015			2005		
	Potable Water Revenue	Rank	Percentage of Total Operating Revenue	Potable Water Revenue	Rank	Percentage of Total Operating Revenue
Malibu Golf Club, LLC	\$176,333	1	0.34%	\$ -	-	-
Westlake Wellbeing Properties LLC	167,965	2	0.33%	-	-	-
Mountain View Mobile Estate	163,060	3	0.32%	78,087	7	0.23%
ERP-Operating LTD Partnership	136,706	4	0.27%	85,515	4	0.25%
Valley Industrial	133,439	5	0.26%	-	-	-
Malibu Conference Center	130,592	6	0.25%	94,489	2	0.28%
The Cheesecake Factory	123,272	7	0.24%	83,475	5	0.24%
Ronnie Semler	113,440	8	0.22%	79,822	6	0.23%
Calabasas Crest LTD	101,667	9	0.20%	68,742	8	0.20%
Malibu Canyon Apartments	111,933	10	0.22%	-	-	-
LACO Internal Service Dept.	-		0.00%	131,940	1	0.39%
Summit Mobile Park	-		0.00%	85,797	3	0.25%
LVUSD	-		0.00%	66,426	9	0.19%
Countrywide Home Loans	-		0.00%	63,951	10	0.19%
Total	\$ 1,358,407		2.64%	\$ 838,244		2.45%

Sanitation Customer Name	2015			2005		
	Sanitation Revenue	Rank	Percentage of Total Operating Revenue	Sanitation Revenue	Rank	Percentage of Total Operating Revenue
Malibu Canyon Apartments	\$293,874	1	0.57%	\$209,421	1	0.61%
Archstone Communities Calabasas	254,871	2	0.49%	182,930	2	0.54%
Westlake Wellbeing Properties LLC	240,566	3	0.47%	-	-	-
LVUSD	186,554	4	0.36%	114,934	4	0.34%
Archstone Oak Creek I LLC	142,554	5	0.28%	-	-	-
The Cheesecake Factory	140,244	6	0.27%	126,587	3	0.37%
Annandale II HOA	123,427	7	0.24%	90,546	7	0.27%
ERP-Operating LTD Partnership	119,421	8	0.23%	93,508	6	0.27%
Oak Park Calabasas HOA	115,870	9	0.22%	94,623	5	0.28%
Steeplechase HOA	101,421	10	0.20%	73,944	9	0.22%
Calabasa Crest LTD	-		-	74,479	8	0.22%
Westpark Condominiums	-		-	72,264	10	0.21%
Total	\$ 1,718,802		3.34%	\$ 1,133,236		3.33%

Schedule 6
Las Virgenes Municipal Water District
Property Tax Levies, Special Assessment and Collections
Last Ten Fiscal Years
(in thousands of dollars)

Property Tax Levies and Collections:

Fiscal Year	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2006	282	254	90.07%	28	282	100.00%
2007	315	291	92.38%	24	315	100.00%
2008	344	314	91.28%	30	344	100.00%
2009	351	322	91.74%	29	351	100.00%
2010	361	333	92.24%	28	361	100.00%
2011	352	328	93.18%	24	352	100.00%
2012	354	324	91.53%	30	354	100.00%
2013	358	345	96.37%	3	348	97.21%
2014	369	360	97.56%	-	360	97.56%
2015	379	377	99.47%	-	377	99.47%

Note:

1. Total tax collection does not include standby charge direct assessments.
2. 2006 total tax levy and collected amounts are before ERAF adjustments (\$159,000).

Special Assessment and Collections:

Fiscal Year	Standby Charge (Direct Assessment)	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2006	550	462	84.00%	88	550	100.00%
2007	526	481	91.44%	45	526	100.00%
2008	523	465	88.91%	58	523	100.00%
2009	522	446	85.44%	76	522	100.00%
2010	520	439	84.42%	81	520	100.00%
2011	519	441	84.97%	78	519	100.00%
2012	514	443	86.19%	71	514	100.00%
2013	510	467	91.57%	40	507	99.41%
2014	509	463	90.96%	-	463	90.96%
2015	495	455	91.92%	-	455	91.92%

Note: Standby charge is imposed at \$10 per acre or parcel.

Schedule 7
Las Virgenes Municipal Water District
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years (dollars in thousands, except per capita)

Fiscal Year	Business-Type Activities		Total	Percentage of Personal Income	Per Capita
	Refunding Revenue Bonds	Capital Lease Payable			
2006	42,409	77	42,486	1.79%	1,139
2007	41,088	58	41,146	1.73%	1,097
2008	39,697	117	39,814	1.68%	1,059
2009	38,231	101	38,332	1.62%	1,016
2010	29,261	68	29,329	0.84%	1,753
2011	27,622	76	27,698	0.79%	1,655
2012	25,944	94	26,038	0.75%	1,551
2013	24,230	71	24,301	0.70%	1,446
2014	22,585	61	22,646	0.65%	1,347
2015	20,745	36	20,781	0.60%	1,234

Note:

1. Per Capita is based on number of customers for the District.
2. Years 2006-2009: Personal Income is based on 2000 census information with population of 50,813.
Years 2010-2015: Personal Income is based on 2010 census information with population of 53,514.
3. On December 1, 2009, the District issued 2009 Sanitation Refunding Revenue Bonds to advance refund 1998 Bonds.

Schedule 8
Las Virgenes Municipal Water District
Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years (dollars in thousands, except per capita)

<u>Fiscal Year</u>	<u>Business-Type Activities Refunding Revenue Bonds</u>	<u>Total</u>	<u>Percentage of Gross Revenue for Bond Coverage</u>	<u>Per Capita</u>
2006	42,409	42,409	93.56%	1,137
2007	41,088	41,088	84.34%	1,095
2008	39,697	39,697	74.83%	1,056
2009	38,231	38,231	77.66%	1,014
2010	29,261	29,261	176.47%	1,749
2011	27,622	27,622	159.03%	1,650
2012	25,944	25,944	145.39%	1,545
2013	24,230	24,230	132.82%	1,442
2014	22,585	22,585	124.44%	1,343
2015	20,745	20,745	119.95%	1,232

Note:

1. Gross revenue includes operating, non-operating and capacity fee revenues
2. Per Capita is based on number of customers for the District.
3. On December 1, 2009, the District issued 2009 Sanitation Refunding Revenue Bonds to advance refund 1998 Bonds.
For fiscal years 2010, and all subsequent years, numbers shown above are for sanitation operations only.

Schedule 9
Las Virgenes Municipal Water District
Direct and Overlapping District Debt
June 30, 2015

2014-15 Assessed Valuation: \$20,385,704,070

	Total Debt June 30, 2015	Percent Applicable (1)	District's Share of Debt June 30, 2015
DIRECT AND OVERLAPPING TAX AND ASSESSMENT DEBT:			
Los Angeles County Flood Control District	\$15,105,000	1.726%	\$ 260,712
Metropolitan Water District	110,420,000	0.880%	971,696
Los Angeles Community College District	3,882,265,000	2.940%	114,138,591
Santa Monica Community College District	438,732,636	2.236%	9,810,062
Las Virgenes Joint Unified School District	148,708,122	95.154%	141,501,726
Los Angeles Unified School District	10,296,665,000	0.133%	13,694,564
Santa Monica-Malibu Unified School District	310,824,194	2.233%	6,940,704
City of Los Angeles	887,735,000	0.027%	239,688
Las Virgenes Municipal Water District	-	100.000%	- (2)
City of Calabasas Community Facilities District No. 1998-1	5,655,000	100.000%	5,655,000
City of Calabasas Community Facilities District No. 2001-1	20,785,000	100.000%	20,785,000
Los Angeles County Community Facilities District Nos. 4C	240,000	100.000%	240,000
City of Los Angeles Landscaping and Lighting Benefit Assessment District	16,025,000	0.027%	4,327
Los Angeles County Regional Park and Open Space Assessment District	82,880,000	1.697%	1,406,474
TOTAL DIRECT AND OVERLAPPING TAX AND ASSESSMENT DEBT			<u>\$ 315,648,544</u>

- (1) The percentage of overlapping debt applicable to the District is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping District's assessed value that is within the boundaries of the District divided by the overlapping District's total taxable assessed value.
- (2) Excludes revenue issues.
- (3) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and tax allocation bonds and non-bonded capital lease obligations.

Schedule 9
Las Virgenes Municipal Water District
Direct and Overlapping District Debt (Continued)
June 30, 2015

OVERLAPPING GENERAL FUND DEBT:

Los Angeles County General Fund Obligations	\$1,885,330,518	1.697%	\$ 31,994,059
Los Angeles County Superintendent of Schools Certificates of Participation	8,719,113	1.697%	147,963
Santa Monica Community College District Certificates of Participation	16,305,000	2.236%	364,580
Las Virgenes Joint Unified School District Certificates of Participation	11,165,000	95.154%	10,623,944
Los Angeles Unified School District Certificates of Participation	307,180,000	0.133%	408,549
Santa Monica-Malibu Unified School District Certificates of Participation	11,271,501	2.233%	251,693
City of Agoura Hills General Fund Obligations	14,195,000	100.000%	14,195,000
City of Calabasas Certificates of Participation	41,815,000	99.188%	41,475,462
City of Los Angeles General Fund and Judgment Obligations	1,655,124,584	0.027%	446,883
City of Westlake Village Certificates of Participation	14,305,000	100.000%	<u>14,305,000</u>
TOTAL GROSS OVERLAPPING GENERAL FUND DEBT			114,213,133
Less: Los Angeles County General Fund Obligations supported by landfill revenues			(77,127)
Less: Los Angeles Unified School District self-supporting QZABs supported by investment fund			<u>(22,731)</u>
TOTAL NET OVERLAPPING GENERAL FUND DEBT			<u>\$ 114,113,275</u>

<u>OVERLAPPING TAX INCREMENT DEBT (Successor Agency):</u>	6,540,000	100.000%	\$ 6,540,000
---	-----------	----------	--------------

TOTAL DIRECT DEBT			\$ -
TOTAL GROSS OVERLAPPING DEBT			\$ 436,401,677
TOTAL NET OVERLAPPING DEBT			\$ 436,301,819
GROSS COMBINED TOTAL DEBT			\$ 436,401,677 (3)
NET COMBINED TOTAL DEBT			\$ 436,301,819

- (1) The percentage of overlapping debt applicable to the District is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping District's assessed value that is within the boundaries of the District divided by the overlapping District's total taxable assessed value.
- (2) Excludes revenue issues.
- (3) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and tax allocation bonds and non-bonded capital lease obligations.

Ratios to 2012-13 Assessed Valuation:

Direct Debt	0.00%
Total Direct and Overlapping Tax and Assessment Debt	1.55%
Gross Combined Total Debt	2.14%
Net Combined Total Debt	2.14%

Ratios to Redevelopment Successor Agency Incremental Valuation (\$575,880,696)

Total Overlapping Tax Increment Debt	1.14%
--------------------------------------	-------

Schedule 10
Las Virgenes Municipal Water District
Pledged-Revenue Coverage
Last Ten Fiscal Years
(dollars in thousands except coverage)

Fiscal Year	Refunding Revenue Bonds						Coverage
	Gross Revenues	Less: Operating Expenses	Net Available Revenue	Debt Service			
				Principal	Interest		
2006	45,328	32,768	12,560	1,570	2,253	3.29	
2007	48,718	36,435	12,283	1,640	2,185	3.21	
2008	53,052	37,014	16,038	1,710	2,113	4.20	
2009	49,230	38,079	11,151	1,785	2,036	2.92	
2010	16,581	10,984	5,597	2,025	731	2.03	
2011	17,369	10,902	6,467	1,650	1,103	2.35	
2012	17,845	10,077	7,768	1,690	1,065	2.82	
2013	18,243	10,209	8,034	1,725	1,031	2.92	
2014	18,149	10,692	7,457	1,765	987	2.71	
2015	17,429	10,653	6,776	1,840	903	2.47	

Note:

1. Gross revenues include operating, non-operating, and capacity fee revenues.
2. Operating expenses exclude depreciation and amortization.
3. On December 1, 2009, the District issued 2009 Sanitation Refunding Revenue Bonds to advance refund 1998 Bonds. From fiscal year 2010 and going forward, gross revenue and operating expenses are for sanitation operations only, and the debt service expense shown is maximum debt service for the Bond.

Schedule 11
Las Virgenes Municipal Water District
Demographic and Economic Statistics
Current Year, Year 2010, Year 2000 and Year 1990

<u>Year</u>	<u>Population</u>	<u>Total Personal Income (thousand of dollars)</u>	<u>Per Capita Personal Income</u>	<u>Unemployment Rate</u>	<u>Population 25 and over</u>	<u>High School Graduate</u>	<u>Bachelor's Degree or Higher</u>
1990	29,574	\$973,106	\$32,904	n/a	18,803	17,647	8,498
2000	50,813	\$2,372,138	\$46,684	5.20%	33,634	32,199	17,847
2010	53,514	\$3,488,456	\$64,795	11.50%	36,440	38,102	22,634
2015	55,303	n/a	n/a	7.40%	n/a	n/a	n/a

Note:

1. Population includes City of Calabasas, City of Hidden Hills, City of Agoura Hills, City of Westlake Village
However, 1990 population does not include City of Calabasas, which was incorporated in 1991.
2. Total Personal Income and Per Capita Personal Income information are based on 2010, 2000 and 1990 Census information.
3. Unemployment rate is for the area of Los Angeles-Long Beach-Santa Ana, CA Metropolitan area, Source: U.S. Department of Labor
4. Population 25 and over, High School Graduate, and Bachelor's degree or higher are based on 2010, 2000 and 1990 census information.

Schedule 12
Las Virgenes Municipal Water District
Principal Employers
Current Fiscal Year and Nine Years Ago

Employer by Industry	2015			2006		
	Number of Employees	Rank	Percentage of Total Area Employment	Number of Employees	Rank	Percentage of Total Area Employment
Professional, Scientific, and Technical Services	5,722	1	15.21%	4,206	2	10.75%
Finance and Insurance	4,864	2	12.93%	5,336	1	13.63%
Accommodation and Food Services	4,413	3	11.73%	3,559	4	9.09%
Retail Trade	2,951	4	7.85%	2,792	7	7.13%
Administrative, Support, Waste Management & Remediation Service	2,495	5	6.63%	3,467	5	8.86%
Manufacturing	2,328	6	6.19%	3,437	6	8.78%
Educational Services	2,004	7	5.33%	3,596	3	9.19%
Government	1,824	9	4.85%	1,850	9	4.73%
Information	1,565	10	4.16%	1,696	10	4.33%
Health Care and Social Assistance	1,848	8	4.91%			
Construction				2,695	8	6.89%
Total	30,014		79.79%	32,634		83.37%

Source: California State Employment Development Department Labor Market Information Division Quarterly Census of Employment and Wages - Preliminary Data 1st Quarter 2015 Areas covered by Las Virgenes Municipal Water District: zip codes 91301, 91302, 91361, 90263 (Pepperdine University).

Schedule 13
Las Virgenes Municipal Water District
Full-time Equivalent District Employees by Function
Last Ten Fiscal Years

Function	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
General Manager Office	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Facilities and Operations:										
Administration	4.0	4.0	3.0	3.0	3.0	3.0	2.0	2.0	2.0	2.0
Facilities Maintenance	16.5	16.5	16.5	16.5	17.5	17.2	17.2	16.2	16.2	16.2
Water Treatment and Production	13.0	13.0	13.0	13.0	13.5	12.8	11.8	11.8	11.8	11.8
Reclamation	23.5	23.5	23.5	24.5	25.0	25.0	24.0	24.0	24.0	24.0
Construction	8.0	8.0	8.0	8.0	8.0	8.0	7.0	7.0	7.0	7.0
Technical Service	8.5	8.5	8.5	8.5	9.0	9.0	9.0	8.0	8.0	8.0
Finance and Administration:										
Administration	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Finance and Accounting	10.0	10.0	10.0	10.0	10.0	10.0	9.0	9.0	9.0	9.0
Human Resources	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Information System	5.0	5.0	5.0	5.0	5.0	5.0	6.0	6.0	6.0	6.0
Resource Conservation and Public Outreach:										
Administration	3.0	3.0	3.0	3.0	2.0	2.0	2.0	2.0	2.0	2.0
Customer Service	14.0	14.0	14.0	14.0	18.0	18.0	19.0	19.0	19.0	19.0
Water Conservation	5.0	5.0	6.0	6.0	3.0	3.0	3.0	3.0	3.0	3.0
Public Information	2.0	2.0	2.0	2.0	3.0	3.0	3.0	3.0	3.0	3.0
Planning/New Customer	7.5	7.5	7.5	7.5	5.0	5.0	0.0	0.0	0.0	0.0
Total	126.0	126.0	126.0	127.0	128.0	127.0	119.0	117.0	117.0	117.0

Source: LVMWD Budget, data presented are positions filled as of budget preparation date.

Schedule 14
Las Virgenes Municipal Water District
Operating Indicators by Function
Last Ten Fiscal Years

Function	2006	2007	2008	2009	2010
Water:					
New Connections	493	112	39	53	25
Water Main Leak Repairs	48	50	40	49	55
Average Daily Consumption (thousands of gallons)	20,302	23,011	22,723	20,917	17,029
Potable Water:					
Connections	20,104	20,216	20,255	20,308	20,333
Deliveries (acre-feet)	22,738	25,772	25,449	23,427	19,072
Realized Capacity Fee/Connection Fee Deposits	\$ 3,110,930	\$ 1,286,210	\$ 1,153,072	\$ 772,170	\$ 823,836
Wastewater/Sanitation:					
Connections	16,610	16,694	16,727	16,720	16,726
Average Daily Sewage Flow/Dry Weather Flow (thousands of gallons):					
Tapia Plant	8,506	8,446	8,755	8,219	8,001
LVMWD	5,486	5,397	5,814	5,488	5,322
Triunfo Sanitation District	3,020	3,049	2,971	2,731	2,679
Realized Capacity Fee/Connection Fee Deposits	\$ 2,886,800	\$ 1,912,750	\$ 2,161,700	\$ 282,250	\$ 537,800
Function	2011	2012	2013	2014	2015
Water:					
New Connections	15	14	51	18	15
Water Main Leak Repairs	28	56	39	47	83
Average Daily Consumption (thousands of gallons)	16,954	18,577	19,879	21,310	18,132
Potable Water:					
Connections	20,240	19,854	19,879	19,893	19,935
Deliveries (acre-feet)	18,988	20,806	22,264	23,867	20,307
Realized Capacity Fee/Connection Fee Deposits	\$ 283,662	\$ 282,454	\$ 513,062	\$ 359,934	\$ 342,868
Wastewater/Sanitation:					
Connections	16,740	16,792	16,802	16,817	16,845
Average Daily Sewage Flow/Dry Weather Flow (thousands of gallons):					
Tapia Plant	8,053	7,610	7,579	7,281	6,397
LVMWD	5,400	4,983	5,031	4,880	3,956
Triunfo Sanitation District	2,653	2,627	2,548	2,401	2,441
Realized Capacity Fee/Connection Fee Deposits	\$ 448,350	\$ 918,600	\$ 1,085,000	\$ 1,124,550	\$ 462,000

Source: LVMWD Operations and Accounting

Schedule 15
Las Virgenes Municipal Water District
Capital Asset Statistics by Function
Last Ten Fiscal Years

Function	2006	2007	2008	2009	2010
Potable Water					
Water Main (miles)	350.0	382.4	382.4	382.4	382.4
Fire Hydrants (#)	2,747	3,102	3,109	3,123	3,134
Valves (#)	4,372	4,391	4,392	4,393	4,395
Storage Capacity (millions of gallons)					
Reservoirs	3,100	3,100	3,100	3,100	3,100
Tanks	33.3	33.3	33.3	33.3	33.3
Recycled Water					
Water Main (miles)	64.5	63.6	63.6	63.6	63.8
Valves (#)	33	338	338	338	338
Storage Capacity (millions of gallons)					
Reservoirs	19.3	19.3	19.3	19.3	19.3
Tanks	5.6	5.6	5.6	5.6	5.6
Wastewater					
Sanitary Sewers (miles)	55.7	55.7	55.7	55.7	57.1
Treatment Capacity (millions of gallons)	16	16	16	16	16
Function	2011	2012	2013	2014	2015
Potable Water					
Water Main (miles)	383.6	384.5	387.1	389.1	389.3
Fire Hydrants (#)	3,138	3,147	3,154	3,167	3,172
Valves (#)	4,419	4,434	4,452	4,477	4,485
Storage Capacity (millions of gallons)					
Reservoirs	3,100	3,100	3,100	3,100	3,100
Tanks	33.3	33.3	33.3	33.3	33.3
Recycled Water					
Water Main (miles)	65.5	65.9	65.9	66.2	66.2
Valves (#)	344	341	342	342	342
Storage Capacity (millions of gallons)					
Reservoirs	19.3	19.3	19.3	19.3	19.3
Tanks	5.6	5.6	5.6	5.6	5.6
Wastewater					
Sanitary Sewers (miles)	56.2	56.2	56.1	56.9	56.9
Treatment Capacity (millions of gallons)	16	16	16	16	16

Schedule 16
Las Virgenes Municipal Water District
Annual Water & Sewer Capacity Fee Deposits Report
Per Government Code Section 66013 (d) and (e)
Fiscal Year Ended June 30, 2015

Beginning Balance:		
Capacity Fees	\$	2,645,625
Developer Fees		629,844
Interest		<u>1,387,060</u>
Total Beginning Balance		\$ 4,662,529
Fees Collected:		
Capacity Fees	\$	1,762,589
Developer Fees		<u>79,921</u>
Total Fees Collected		\$ 1,842,510
Reimbursed to Developer/Rec. as Exp.		-
Interest Earned		<u>25,371</u>
Fees Available		\$ 1,867,881
Applied to:		
Capital Costs Funded by:		
Capacity Fees	\$	804,868
Meter Installation		10,488
Developer Fees		32,343
Interest Earned		<u>6,669</u>
Total Capital Costs		\$ 854,368
Refunds		<u>9,707</u>
Total Funds Applied		\$ 864,075
Net Changes for the Year		1,003,806
Ending Balance:		
Capacity Fees	\$	3,584,039
Developer Fees		676,535
Interest (1)		<u>1,405,761</u>
Total Ending Balance		<u>\$ 5,666,335</u>

(1): Interest earned is not reflected as a liability on the Statement of Net Position.

California Government Code (CGC) Section 66013(c) requires the District to place capital facilities connection fees received and any interest income earned from the investment of these monies in a separate capital facilities fund. These monies are to be used solely for the purposes for which they were collected and not commingled with other District funds.

CGC Section 66013(d) requires the District to make certain information available to the public within 180 days after the close of each fiscal year. CGC Section 66013(e) allows the required information to be included in the District's annual financial report. The Annual Connection Fee Report shown above meets this requirement.

Capacity fees are imposed for initiating water and sewer connection service by the District at the request of the customer. No fees are imposed upon real property or upon persons as an incident of property ownership, but rather as a condition of service.

Developer fees are imposed for other services such as plan check, right-of-way, inspection and coring fees.

The District has a plan in the next five years to utilize these capacity fee deposits for Capital Improvement Projects in the amount of \$3,821,968 for Potable Water Projects, \$470,328 for Recycled Water Projects, and \$669,028 for Sanitation Projects.



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : Local Agency Formation Commission (LAFCO): Nomination of Candidate for Independent Special District Representative

SUMMARY:

On October 8, 2015, the District received the attached memorandum from Lagerlof Senecal Gosney & Kruse, LLP, a law firm representing Los Angeles County LAFCO, requesting candidate nominations for an election to fill an upcoming vacancy for independent special district representative. The position is currently held by Donald L. Dear of West Basin Municipal Water District; his term expires in May 2016. Director Dear is seeking re-election as the independent special district representative.

Nominations must be received by Lagerlof Senecal Gosney & Kruse, LLP no later than 5:00 p.m. on December 21, 2015. Nominees must be elected officials or members of a board of an independent special district appointed for a fixed term.

RECOMMENDATION(S):

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

FISCAL IMPACT:

No

ITEM BUDGETED:

No

Prepared by: David W. Pedersen, General Manager

ATTACHMENTS:

[Request for Candidate Nominations](#)

*Lagerlof Senecal
Gosney & Kruse
LLP*



301 NORTH LAKE AVENUE, 10TH FLOOR
PASADENA, CALIFORNIA 91101
PHONE: (626) 793-9400 • FAX (626) 793-5900

William F. Kruse
E-MAIL: WFKRUSE@lagerlof.com

MEMORANDUM

To: Los Angeles County Independent Special Districts
From: William F. Kruse, Special Counsel
Date: October 6, 2015
Subject: Nomination of Candidate; LAFCO Representative

As you know, since 1994 special districts in Los Angeles County have been represented by two members of the Local Agency Formation Commission. The term of office of one of those representatives, Donald L. Dear, expires in May 2016. On behalf of the special districts of Los Angeles County, LAFCO has appointed us to assist in conducting the election to fill this position.

By law, independent special district seats on LAFCO are filled by the Special District Selection Committee. That Committee is made up of the presiding officers of each independent special district in Los Angeles County.

In order to expedite the process of electing a representative, I have included a form to be used to nominate candidates for consideration for the position. After nominations are received, each district will receive a complete package of nominee resumes, together with a ballot for consideration by the presiding officer of your board. Voting will be conducted by mailed ballot.

Nominations for the Committee's consideration are welcome. Please provide as much relevant information about the candidate as reasonably possible. Any biographical information and/or candidate statement should be **limited to one page**. Please remember that, to be eligible, the nominee must be an elected official or appointed to your board for a fixed term. Nominations must be received in the office of Lagerlof, Senecal, Gosney & Kruse, **ATTN: WILLIAM F. KRUSE**, no later than **5:00 p.m. on December 21, 2015**.

Please feel free to contact me directly with any questions.
Voice: (626) 793-9400
Fax: (626) 793-5900

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT REPRESENTATIVE
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: _____

Date: _____

Name of Candidate: _____

_____ is pleased to nominate
_____ as a candidate for appointment as special
district **REPRESENTATIVE** to the Los Angeles Local Agency Formation Commission. The
nominee is an elected official or a member of the board of an independent special district appointed
for a fixed term. For your consideration, we submit the following additional information together
with a resume of the candidate's qualifications.

Elective office: _____

Agency: _____

Type of Agency: _____

Term Expires: _____

Residence Address: _____

Telephone: _____

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

(Name of Agency)

By: _____
Its: _____



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject : Fiscal Year 2015-16 Vehicle Replacement Program: Revised Award

SUMMARY:

On October 27, 2015, the Board authorized the General Manager to issue purchase orders to Paradise Chevrolet of Ventura and Fritts Ford of Riverside for the Fiscal Year 2015-16 Vehicle Replacement Program. Subsequently, Paradise Chevrolet of Ventura notified the District of an error in its quotation for the two Chevrolet 1500 extended cab trucks and submitted a revised quotation of \$29,328.53 per vehicle, an increase of \$3,319.73 per vehicle.

With the increase in the quotation, the lowest bid for the two extended cab 1/2-ton trucks is now from Thorson GMC of Pasadena at \$27,329.60 per vehicle. Given the circumstances, staff recommends that the Board rescind authorization of the purchase order to Paradise Chevrolet of Ventura, in the amount of \$52,017.60, and authorize a purchase order to Thorson GMC of Pasadena, in the amount of \$54,659.20.

RECOMMENDATION(S):

Rescind authorization of a purchase order to Paradise Chevrolet of Ventura for two Chevrolet 1500 extended cab trucks, in the amount of \$52,017.60, and authorize the General Manager to approve a purchase order to Thorson GMC of Pasadena for two GMC Sierra 1500 extended cab trucks, in the amount of \$54,659.20.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are available in the approved Fiscal Year 2015-16 Budget for the vehicle purchases. The revised total purchase amount for the five vehicles is \$151,428.40, which is \$2,641.60 higher than anticipated based on the erroneous quotation by Paradise Chevrolet of Ventura.

DISCUSSION:

The original quotation submitted by Paradise Chevrolet of Ventura, in the amount of \$26,008.80 per vehicle, was prepared for a V-6 drivetrain rather than the V-8 called for in the specifications. Also, the quotation had the incorrect amount for fees and did not include sales tax in the total price. Attached for reference is a copy of both the original and revised quotations from Paradise Chevrolet of Ventura.

Following is a summary of the quotations provided for the extended cab 1/2-ton trucks.

- Thorson GMC of Pasadena \$27,329.60
- Vista Ford of Woodland Hills \$28,390.00
- William Morris Chevrolet \$29,080.14
- Paradise Chevrolet of Ventura \$29,328.53 (as revised)
- Fritts Ford of Riverside \$31,847.65

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Darrell Johnson, Facilities Maintenance Supervisor

ATTACHMENTS:

[Original Quotation](#)

[Revised Quotation](#)

OCT 7, 2015 DEAL REVIEW Store 01 PANDI01 696/5046 4770

①

PARADISE CHEVROLET F&I MGR: DEAL #: 85156
 BUYER: STOCK #: 2015 CHEVROLET TRUCK SILVERADO 1500
 TOTAL PRICE 26008.80 TOTAL TRADE 0.00 TRUTH IN LENDING
 WARR PREMIUM 0.00 TOTAL PAYOFF 0.00
 ACFTMT PREM 0.00 TOT NET TRADE 0.00 APR 0.00 %
 TOTAL FEES 593.75 TOTAL CASH 0.00 AMT FINANCED 28949.54
 TOTAL TAXES 2347.99 TOTAL RRATES 0.00 FINANCE CHARGE 0.00
 GROSS PRICE 28949.54 TOTAL DOWN 0.00 TOTAL OF PYMTS 28949.54
 TOTAL DOWN 0.00 DEF PYMT PRICE 28949.54
 DEAL DATE 10/07/2015
 1ST PYMT DATE 11/21/2015
 2ND PYMT DATE 11/21/2015 OVERDUE PAYMENT
 TERM 1 DUE
 PAYMENT 28949.54 DUE
 IRREG PYMTS DUE
 AMOUNT FIN 28949.54 FINAL PAYMENT 0.00
 CASH DEAL
 PRINTER OUTPUT (Y/N) N

2 = 2015 Silverado 1500 2WD LS RWD STD Box
 - Double CAB

→ 33108.⁸⁰
 - 7100 Bid Ass⁺

26008.80

fees

Revised Quotation - \$29,328.53 per Vehicle

OCT 26, 2015 DEAL REVIEW

Store 01 FANDI01 696/5209 4770

PARADISE CHEVROLET

F&I MGR:

BUYER:

DEAL #: 85166

STOCK #:

2015 CHEVROLET TRUCK SILVERADC

TOTAL PRICE	28828.91	TOTAL TRADE	0.00	TRUTH IN LENDING	
WARB PREMIUM	0.00	TOTAL PAYOFF	0.00		
AFTMKT PREM	0.00	TOT NET TRADE	0.00	APR	0.00 %
TOTAL FEES	80.00	TOTAL CASH	0.00	AMT FINANCED	29328.53
TOTAL TAXES	2421.62	TOTAL REBATES	0.00	FINANCE CHARGE	0.00
				TOTAL OF PYMTS	29328.53
GROSS PRICE	29328.53	TOTAL DOWN	0.00	TOTAL DOWN	0.00
TOTAL DOWN	0.00			DEF PYMT PRICE	29328.53
		DEAL DATE	10/07/2015		
DEC LIFE PREM	0.00	1ST PYMT DATE	11/21/2015		
LEV LIFE PREM	0.00	LST PYMT DATE	11/21/2015	DEFERRED PAYMENT	
A&H PREMIUM	0.00	TERM	1	DUE	
IUI PREMIUM	0.00	PAYMENT	29328.53	DUE	
		IRREG PMTS		DUE	
AMOUNT FIN	29328.53	FINAL PAYMENT	0.00		

CASH DEAL

PRINTER OUTPUT (Y/N) N

\$ 33,926.91
 (7,100.00) public agency bid assist

 \$ 26,826.91
 80.00 fees - tires
 2,421.62 taxes

\$ 29,328.53



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Resolution of Intent for Continuation of Potable Water Standby Charge

SUMMARY:

The District proposes to continue its Potable Water Standby Charge to support its Potable Water Replacement Program (Program). Prior to Fiscal Year (FY) 1995-96, the Program was funded entirely through the District's potable water rate structure. However, in June 1995, the District implemented a "Standby Charge," pursuant to the Municipal Water District Law of 1911, to augment the Potable Water Replacement Fund with a steady source of alternate income. The rationale was that the Program benefits both existing and future customers, so a Potable Water Standby Charge assessed on both improved and vacant properties would best ensure the water system's capability and reliability to current and future customers.

The Standby Charge has been renewed each year since FY 1995-96, and staff recommends its continuation for FY 2016-17. No change is proposed for the FY 2016-17 Standby Charge; it would continue to be ten dollars (\$10.00) per parcel per year for parcels of one acre and less, and ten dollars (\$10.00) per acre and each portion thereof per year for parcels greater than one acre.

RECOMMENDATION(S):

Pass, approve and adopt the proposed Resolution of Intent for continuing the Standby Charge pursuant to the Municipal Water District Law of 1911; order notification for those properties that changed ownership since the last Standby Charge assessment; order publication of a Notice of Public Hearing in a newspaper of general circulation once a week for a two-week period; and set a public hearing on the matter for 5:00 p.m. on January 12, 2016.

RESOLUTION NO. 2476

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING JULY 1, 2016

(Reference is hereby made to Resolution No. 2476 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with the adoption of the Resolution of Intent.

DISCUSSION:

For the first three years of assessing the Standby Charge, the District notified all landowners within the District by postcard of the public hearing to initiate or continue the Standby Charge. In conjunction with the mass mailing, a notice of the time, place and purpose of the public hearing was published in a newspaper of general circulation once a week for a two-week period. As this procedure was followed for three consecutive years, state law allows for an alternative procedure to provide notification to only those properties that have changed ownership since the last Standby Charge assessment. The alternative procedure has been used since 1998 and is recommended for the FY 2016-17 notification. In addition, a publication of the Notice of Public Hearing will be placed in a newspaper of general circulation once a week for a two-week period.

A Standby Charge Deferral Program is available for property owners who receive little or no benefit from the District's water system. The deferral, once executed, remains in effect until:

1. The property owner receives a benefit from the District's water system;
2. The Standby Charge is discontinued; or
3. The property owner terminates the deferral in writing and pays the deferred charges due to the District for up to a 10-year maximum.

Staff recommends continuance of the Standby Charge to provide a fixed source of income that will supplement the Potable Water Replacement Fund and provide an equitable means of assessing existing and future customers for a portion of costs of replacing the potable water system.

On September 29, 2015, the Board approved a three-year agreement with Psomas to assist the District with administration of the Standby Charge. The work involves maintaining the tax database, which is submitted to Los Angeles County for the tax assessment, conducting necessary mailings and performing other program support.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Donald Patterson, Director of Finance and Administration

ATTACHMENTS:

[Proposed Resolution No. 2476](#)

RESOLUTION NO. 2476

RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING JULY 1, 2016

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

Section 1. Purpose and Scope

This Resolution initiates proceedings to continue to levy a water standby charge for the fiscal year commencing July 1, 2016, to finance water replacement programs of the District.

Section 2. Affected Lands

Lands within the Las Virgenes Municipal Water District service boundaries are affected by this Resolution.

Section 3. Proposed Charge

- (a) The proposed standby charge shall not exceed \$10.00 per acre per year or \$10.00 per parcel of less than one acre per year for each parcel of affected land.
- (b) It is also proposed that variances to the above charges be granted for unusual circumstances.

Section 4. Public Hearing

- (a) The Board shall conduct a public hearing at Las Virgenes Municipal Water District, 4232 Las Virgenes Road, Calabasas, California, on January 12, 2016, at the hour of 5:00 p.m., or as soon thereafter as the matter can be heard, to consider the continuation of the standby charges described herein. The Board will hear and consider all objections or protests, if any, to the proposed charges.
- (b) The Notice of Public Hearing shall be in the form required by law. The notice shall be mailed at least twenty-one days prior to the date set for the hearing to each owner of land for which ownership has changed since the last standby assessment or availability charge was fixed as shown on the last equalized assessment roll, or known to the Secretary of the District. The notice shall also be published at least once a week for two weeks prior to the date set for the hearing in a newspaper of general circulation printed and published within the District, if there is one, and if not, then in a newspaper of general circulation printed and published in Los Angeles County.

[THIS AREA INTENTIONALLY LEFT BLANK]

PASSED, APPROVED AND ADOPTED this 10TH day of November, 2015.

Glen D. Peterson, President

ATTEST:

Charles P. Caspary, Secretary

APPROVED AS TO FORM:

Wayne K. Lemieux, District Counsel

(SEAL)



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : IRS Section 401(a) Plan for Employees: Adoption

SUMMARY:

The District provides a deferred compensation program for the benefit of its employees. Over the past year, representatives from the various bargaining units and unions have met with District representatives to complete a comprehensive review of the current program. The team agreed on several changes that will enhance the program for the District's employees at no additional cost to the District. One change proposed is the addition of an IRS Section 401(a) Retirement Plan, which will increase the total annual amount that employees can contribute as deferred compensation. Adoption of a resolution is required to establish the 401(a) option.

RECOMMENDATION(S):

Pass, approve and adopt proposed Resolution No. 2477, authorizing the establishment of a 401(a) retirement program.

RESOLUTION NO. 2477

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AUTHORIZING THE ESTABLISHMENT OF A 401(a) RETIREMENT PROGRAM

(Reference is hereby made to Resolution No. 2477 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with this action.

DISCUSSION:

The District currently provides a deferred compensation match of up to 3% of salary for its Management Unit; Supervisory, Professional, and Confidential Unit and unrepresented employees. The match is contributed on a dollar-for-dollar basis into one of two 457(b) plan options (CalPERS or Nationwide). Also, the District offers a 457(b) plan to General and Office Unit employees, but it the program does not include a District

match. The District provides this program for the benefit of employees and fees are paid from employee funds.

Over the past year, a team comprised of staff from the Finance and Administration Department and representatives from each of the employee bargaining units and unions met to review the District's deferred compensation program. The team's goal was to ensure that employees are provided the best program to meet their needs.

Following an extensive review process, the team agreed to modify the existing deferred compensation program as follows:

1. Consolidate the District's deferred compensation program to be administered by a single provider, Nationwide, Inc., and negotiate lower administrative fees for employees.
2. Provide the following additional investment options: (a) Roth, (b) self-directed investment, (c) updated fund offerings, and (d) 401(a) program for the District match, when provided, and at a set contribution amount when no District match is provided.

The new options will provide the District's employees with cost-savings through significantly reduced administrative fees and additional investment options to meet various employee needs. Also, the changes will ensure that the District's employees continue to have access to high quality funds.

For employees with a District deferred compensation match, the 401(a) option would provide the opportunity to increase tax deferred contributions, while an active employee, by allowing for up to \$18,000 of employee contributions to the existing 457(b) account and up to 3% of District match into a separate 401(a) account. Additionally, upon separation of employment, employees may contribute up to \$52,000 of income from employment payouts into the 401(a), significantly increasing employees' ability to defer taxes on payment of accrued sick and vacation leave.

For employees without a District match, the 401(a) option would provide the same benefit of increasing the ability to tax-defer income and to tax-defer end-of-employment cash outs. Members of District's Office and General Units, represented by SEIU, have voted to voluntarily contribute \$40 per month from their earning to participate in the 401(a) option. As with the 457(b), all administrative costs associated with the 401(a) option are borne by the participants.

GOALS:

Provide Excellent Service That Exceeds Customer Expectations

Prepared by: Donald Patterson

ATTACHMENTS:

[Resolution No. 2477](#)

**RESOLUTION NO. 2477
A RESOLUTION OF THE BOARD OF DIRECTORS OF
LAS VIRGENES MUNICIPAL WATER DISTRICT
AUTHORIZING THE ESTABLISHMENT OF A 401(a) RETIREMENT PROGRAM**

WHEREAS, the Board has reviewed all available information concerning the proposed 401(a) program; and

NOW, THEREFORE, BE IT RESOLVED, that the form of the 401(a) Plan and Trust effective January 1, 2016, presented to this meeting is hereby approved and adopted and that the General Manager of the Las Virgenes Municipal Water District is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

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

Glen D. Peterson
President

ATTEST:

Charles P. Caspary
Secretary

APPROVED AS TO FORM:

Wayne K. Lemieux
Legal Counsel

(SEAL)



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Claim from Merrill and Leslie Tyler

SUMMARY:

On March 9, 2015, the District received a claim from Merrill and Leslie Tyler of Agoura Hills for the estimated cost to replace irrigation pipes, valves, sprinkles allegedly caused by high water pressure beginning in February 2014. The claim was originally scheduled to be considered by the Board on April 14, 2015, which would have been within the 45 days prescribed by law. However, the item was postponed to May 12, 2015, at the request of the claimant, to provide the claimant sufficient time to submit supporting documentation.

On May 12th, the claimant addressed the Board, explaining that the claim submitted was only an estimate and urging the Board not to deny the claim. Following a lengthy discussion, the Board directed the General Manager to meet with the claimant to negotiate a settlement based upon supporting documentation to be submitted by the claimant. Despite multiple requests, the claimant has not submitted the required supporting documentation for the claim.

RECOMMENDATION(S):

Deny the claim from Merrill and Leslie Tyler

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

It has been approximately six months since the claim was heard by the Board on May 12, 2015. The District contacted the claimant on May 14, June 15, August 17, and October 13, 2015, in an attempt to obtain supporting documentation for the claim without success. With the most recent contact, the claimant explained that the repairs had not yet been completed. Based on the length of time that has passed without additional information submitted, staff recommends denial of the claim.

The claimant's property is located in a high-pressure zone of the District's water system, and the service is equipped with a District-owned pressure regulator. Pursuant to the Las Virgenes Municipal Water District Code (Code), customers are responsible for ensuring the safety of their property by installing adequate plumbing and protective devices in compliance with the Uniform Plumbing Code. The applicable sections of the Code are provided below for reference.

3-3.101 GENERAL

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

3-3.108 PRESSURE, SUPPLY AND EMERGENCY STORAGE

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

3-4.205 DAMAGE TO PROPERTY

(a) In no case will the district be liable for damages occasioned by water running.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Mary Capps, Secretary

ATTACHMENTS:

[Staff Report w/ Claim from May 12, 2015 Board Meeting](#)
[Meeting Minutes Related to Claim](#)



May 12, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Claim by Merrill and Leslie Tyler

SUMMARY:

On March 9, 2015, the District received a claim from Merrill and Leslie Tyler of Agoura for the estimated cost to replace irrigation pipes, valves, sprinklers and for high water usage beginning in February 2014. The claimants allege that water pressure to their home increased from 70 psi to well over 100 psi, causing leaks and damage to the irrigation system.

Staff investigated that incident and found that a District-owned regulator for property was not functioning properly. As a result, staff replaced the regulator. However, pursuant to the provisions of the Las Virgenes Municipal Water District Code, the District is not responsible for damages caused by high water pressure. Additionally, the claimants have not substantiated the claim amount of \$4,000; only two quotations were provided totaling \$1,450.

RECOMMENDATION(S):

Deny the claim from Merrill and Leslie Tyler.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

The claim was originally scheduled to be considered by the Board on April 14, 2015, which would have been within the 45 days prescribed by law. However, the item was postponed for Board consideration to provide the claimants with sufficient time to submit documentation supporting the claim amount. Attached is a copy of the claim and supporting documentation.

The Tyler's property is located within a high-pressure zone of the District's water system, and the service is equipped with a District-owned pressure regulator. Field staff tested the regulator and found the pressure to be fluctuating on the customer's side. As a result, staff replaced the regulator. Nevertheless, pursuant to the Las Virgenes Municipal Water District Code, customers are responsible for ensuring the safety of their property by installing adequate plumbing and protective devices in compliance with the Uniform Plumbing Code. The applicable sections of the Code are provided below for the Board's consideration.

3-3.101 GENERAL:

All applicants and customers shall accept such conditions of pressure and service as are provided by the distribution system of the district at the location of the proposed service connection, and hold the district

ITEM 9C

harmless for any damage arising out of low pressure or high pressure conditions or interruptions in service.

3-3.108 PRESSURE, SUPPLY AND EMERGENCY STORAGE:

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

3-4.205 DAMAGE TO PROPERTY:

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

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared By: Mary Capps, Secretary

ATTACHMENTS:

[Claim by Merrill and Leslie Tyler](#)



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: Merrill & Leslie Tyler

Address/location of accident or occurrence:

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

Same as above

Telephone numbers: Home:

Work/Cell:

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)
Continuous beginning in about February 2014
2. Where did the damage or injury occur?
29397 Lake Vista Dr
3. How did the damage or injury occur? (Give full details)
Excessive water pressure due to failed pressure regulator at the water main
4. What damage or injuries do you claim?
Excessive water use, Blown pipe in fire sprinklers, had to replace numerous irrigation valves, Blown water pipes to irrigation, Replaced numerous sprinklers etc.

ITEM 9C

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?
Failed district equipment caused the damage

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?

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

Amount claimed as of this date: \$ 4,000.00

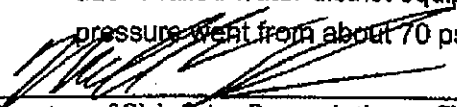
Estimated amount of future expenses: \$ _____

Total Amount Claimed: \$ _____

Basis for computation of amounts claimed: Cost to replace pipes, valves, drywall, sprinklers and over use of water

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

I turned off 1/3 of my irrigation, replaced numerous sprinklers to cut water usage, but due to failed water district equipment, water usage continued to increase. Water pressure went from about 70 psi to well over 100 psi, causing leaks and damage.



Signature of Claimant or Person Acting on Claimant's Behalf

02/02/2015
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: 3/9/2015 Time: 2:09pm Recorded by: 

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



"When Quality and Service Count"
License C-16 927963

WORK ORDER AUTHORIZATION

DATE: 4-29-2015

TO: Merrill Tyler

CELL/FAX: [REDACTED]

RE: [REDACTED]

Scope of Work: Repair 1-1/2" CPVC main line blown from high city water pressure.

Estimate Price: \$1,100.00

Payment is due at time of service. Thank you.

Note: This authorization does not include repair of incidental damage to finishes or drywall related to this service call. If drywall damage is a concern, please provide access. Utmost care will be taken to prevent these incidentals during the service call.

This service call is scheduled for, pending receipt of this signed authorization.

APPROVED BY:

Tyler Ryder-Greene Date
Fierce Fire Protection, Inc.

Merrill Tyler Date

**Please return signed authorization by fax to 805-581-4161 or email to:
fiercefirerpro@gmail.com**

5105 E. Los Angeles Avenue, Unit 222, Simi Valley, Ca. 93063 Phone 805 583-5000 Fax 805 581-4161

ITEM 9C



"When Quality and Service Count"
 License C-16 927963

WORK ORDER AUTHORIZATION

DATE: 4-29-2015
 TO: Merrill Tyler
 CELL/FAX: [REDACTED]
 RE: [REDACTED]

Scope of Work: Home Inspection @ the above address.

Total Price: \$350.00

Payment is due at time of service. Thank you.

Note: This authorization does not include repair of incidental damage to finishes or drywall related to this service call. If drywall damage is a concern, please provide access. Utmost care will be taken to prevent these incidentals during the service call.

This service call is scheduled for Tuesday, May 5, pending receipt of this signed authorization.

APPROVED BY:

 Tyler Ryder-Greene Date
 Fierce Fire Protection, Inc.

 Merrill Tyler Date

**Please return signed authorization by fax to 805-581-4161 or email to:
fiercfirepro@gmail.com**

5105 E. Los Angeles Avenue, Unit 222, Simi Valley, Ca. 93063 Phone 805 583-5000 Fax 805 581-4161

On a motion by Director Renger, seconded by Director Polan, the Board voted unanimously to approve item 8C with the above-mentioned change.

Discussion took place and questions of the Board were answered.

9. FINANCE AND ADMINISTRATION

A Financial Review: Third Quarter of Fiscal Year 2014-15

Receive and file the financial review for the third quarter of Fiscal Year 2014-15.

Finance Manager Joe Lillio gave an overview of the item stating that the report summarizes the financial review as of March 31st; the cumulative volume of water delivered through the 3rd quarter totaled 15,600 acre feet compared to the prior year of 17,400 acre feet, which is a 10% reduction; total revenues are down from the prior year and from the current year budget; total expenses are greater than the prior year due to an increase in capital project activity for the current year; expenses are \$6.7 million less than budgeted for the current year due to \$5.5 million in capital projects that have not yet been done; about \$1 million in reduction in source of supply due to less potable water sales and \$100,000 related to staff vacancies; capacity fees received year to date is just under \$60,000; by the end of the fiscal year it is anticipated that capacity fees taken in will be around \$350,000.

Discussion took place and questions of the Board were answered.

On a motion by Director Renger, seconded by Director Caspary, the Board voted unanimously to approve item 9A.

B Claim by Cindi Nazarian

Deny the claim from Cindi Nazarian.

On a motion by Director Renger, seconded by Director Caspary, the Board voted unanimously to approve item 9B.

C Claim by Merrill and Leslie Tyler

Deny the claim from Merrill and Leslie Tyler.

Mr. Tyler addressed the Board stating that the claim submitted is in the amount of \$4,500 which is an estimate; the claim was filed because the water pressure was too high and the regulator blew which was allowing 150-175 psi to reach the house and as a result blew out a line in the fire sprinklers; two sprinklers had to be changed out, 8 valves were replaced and numerous water sprinklers; the water bill never went down after the repairs; he estimates \$1,400 for the repair to cut through the drywall and get into the ceiling; he urged the Board not to deny his claim as it was the District's equipment that failed, causing the problems.

A lengthy discussion took place regarding the claim; it was decided to direct the General Manager to meet with Mr. Tyler to negotiate a settlement of the claim.



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Claim from Marvin D. Iannone

SUMMARY:

On October 1, 2015, the District received the attached claim from Marvin D. Iannone of Westlake Village for water loss caused by a deteriorated shut-off valve for the water supply to his swimming pool. After reviewing the claim and speaking to the claimant, staff recommends denial of the claim.

RECOMMENDATION(S):

Deny the claim from Marvin D. Iannone.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

The claimant is seeking reimbursement for increased water usage as a result of failure of a shut-off valve for the water supply to his swimming pool. The amount was undetermined, the claimant indicated it should be based on his increased water usage as reflected on his subsequent bill.

Section 3-4.205(a) of the Las Virgenes Municipal Water District Code states that "in no case will the District be liable for damages occasioned by water running from opened or faulty fixtures, or from opened or damaged pipes on the customer side of the meter." As a result, staff recommends that the claim be denied.

Considering the circumstances, staff contacted the claimant and advised him of the process to apply for one-time leak adjustment.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Mary Capps, Secretary

ATTACHMENTS:

[Claim from Marvin D. Iannone](#)



256
RECEIVED
OCT - 1 2015
C.O.B.
via mail

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: MARVIN D. IANNONE [Redacted]

Address/location of accident or occurrence: [Redacted]

[Redacted]

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

Telephone numbers: Home: [Redacted] Work/Cell: N/A

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.**

- When did damage or injury occur? (Give exact date and hour)
unknown when water leak began. It was discovered on 9-26-15 around 9 A.M. And confirmed by plumber later THAT day.
- Where did the damage or injury occur?
Water shut off valve of swimming pool.
- How did the damage or injury occur? (Give full details)
Water shut off valve deteriorated over time, causing a severe water loss/leak from The pool.
- What damage or injuries do you claim?
Significant water loss over an unknown period of time, covering at least the month of September 2015.

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.

no property damage; yes, I Am The legal owner of the property

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

NOT applicable

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?

NOT applicable

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

Amount claimed as of this date: \$ _____

Estimated amount of future expenses: \$ unknown but significant water loss

Total Amount Claimed: \$ to be determined

Basis for computation of amounts claimed: September 2015 water bill.

2 invoices enclosed for verification of Actual water leak

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

Mike Diamond Plumbers identfied source of The leak And Gold Coast Pool And Spa replaced The Broken float overflow part That Broke, resulting in significant water loss.

MARVIN D. IANNONE
Signature of Claimant or Person Acting on Claimant's Behalf

9-28-15
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: 10/1/15 Time: 12:00 PM via mail Recorded by: Josietuzman

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

NOTE: The foregoing statement of severe water loss will adversely affect our water conservation efforts and usage.



California State License No. 399170 765-436
The Smell Good Plumber!™

I hereby authorize you to proceed with house call/diagnosis for a minimum charge of \$76.41

Today's Date: 7/26/15 Approximate Start Date: Approximate Completion Date: **HOME IMPROVEMENT CONTRACT 2275657**

E-Mail: [Redacted]

Name: MARVIN CANNONS
 Address: [Redacted]
 City: [Redacted]
 Phone: () Phone ()
 www.MikeDiamond.com

WANT TO PAY LESS?
 If you are a member of our Maintenance Program Agreement (MPA) Program, then you can pay much less. All MPA customers receive a 15% discount off our standard price for all repair services. The Maintenance Program has been explained to me and I decline to participate.
 Initials: _____
MPA and Multiple Task Discount
 \$ _____

24 Hours • 7 Days Serving Los Angeles, Orange, San Bernardino & Ventura

DIAGNOSIS: WATER RUNNING OUT OF ALEA DRAIN
 CONCRETE TO POOL OVERFLOW LINES

RECOMMENDED OPTIONS	QTY.	JRS	PRICE
1) PROBLEM WAS LOCATED IN POOL OVERFLOW LINES			
POOL FILL VALVE DOESN'T SHUT THE WATER OFF TO			
POOL OF OVERFLOWING IN ALEA DRAIN			
NOTE: RECOMMENDED CALL POOL SERVICE TECHNICIAN		99	
DIAGNOSES LATE			

LIST OF DOCUMENTS TO BE INCORPORATED INTO THIS CONTRACT:

THE DOWNPAYMENT MAY NOT EXCEED \$1,000.00 OR 10 PERCENT OF THE CONTRACT PRICE, WHICHEVER IS LESS.

PAYMENT OF THIS INVOICE / CONTRACT DUE UPON COMPLETION OF WORK
 YOU, THE HOMEOWNER (BUYER) OR TENANT HAVE THE RIGHT TO REQUIRE THE CONTRACTOR TO FURNISH YOU WITH A PERFORMANCE AND PAYMENT BOND. HOWEVER, THE CONTRACTOR CAN REQUIRE YOU TO PAY FOR THAT BOND. A payment and performance bond for the full amount of this contract up to \$50,000 is on file with the Registrar of Contractors. The surety is International Fidelity Insurance Co.-13400 Sabre Spring Pkwy, Suite 245, San Diego, California 92182. See Notice to Owner section of this contract for further information.

I hereby authorize you to proceed with the above work at the Contract Price of \$ _____

AUTHORIZED SIGNATURE X _____ DATE: _____

TECHNICIAN: _____ H.I.S. REG. # _____

PRINT NAME: _____

WORKERS' COMPENSATION INSURANCE
 This contractor carries Workers' Compensation Insurance for all employees.
 A notice concerning Commercial General Liability Insurance is attached to this contract.

I agree to perform the above work in accordance to this contract.

STREET: _____ BUILDING: _____
 LBS./SQ. IN.: _____ LBS./SQ. IN.: _____

TESTED WATER PRESSURE TO BE: _____

INITIALS: _____

TOTAL 175 41

REGIONAL HEADQUARTERS: 1-800-449-6453

ACCEPTANCE OF WORK PERFORMED - I find the service and materials rendered and installed in connection with the above-mentioned to have been completed in a satisfactory manner. I agree that the amount set forth on this contract in the space labeled "TOTAL" to be the total, and complete up-front price/minimum charge. I agree to pay reasonable attorney's fees and court costs in the event of legal action. A monthly service charge of 1-1/2% will be added after 10 days. I acknowledge that I have read and received a legible copy of this contract and have read the Notice to Owner, and statement required on contract.

AUTHORIZED SIGNATURE X _____

You are entitled to a completely filled-in copy of this agreement, signed by both you and the Contractor, before any work may be started.
 The law requires that the Contractor gives you a notice explaining your right to cancel. Initial the checkbox if the contractor has given you a Notice of the "Three-Day Right To Cancel."

INITIAL



P.O. Box 4991
West Hills CA, 91308

Estimate Invoice Work Order

Authorization #	W/O #	Date
		2/18/15

Job Address:

MARVIN LANNONE
[Redacted Address]

Customer Phone: _____

- Weekly Maintenance
- Equipment Repair & Installation
- Salt Water Installation
- Remote Control Installation
- Swimming Pool Remodeling
- Plaster & Tile

	Date	Time in	Time out
First Visit	2/18		
2nd Visit			
3rd Visit			
Date Closed			

Amount Paid	130-
Check #	7546
Technician	mic

Contractor License # 869067	
Health Dept. License T4848	
Mike	818 535-9505
Heinz	818 243-5415
Gold-coast@sbcglobal.net	

Trouble reported / Special Instructions

	<input type="checkbox"/> Pool
	<input type="checkbox"/> Spa
	<input type="checkbox"/> C/P
	<input type="checkbox"/> Code Violation
	<input type="checkbox"/> Safety Hazard
	<input type="checkbox"/> Improper

Material Used

QTY	Description	Rate	Amount
	SUC 1200		55
	FLIT AUTO FILL		45

Customer Signature: _____

Total 130-

Title remains in name of seller until paid in full. Purchaser agrees to pay all cost of collection, reasonable attorney's fees, and cost incurred by the seller to enforce payment of this notice. This invoice serves as a 90 day preliminary notice to payer. Under the mechanics Lien Law (section 7018, California Business and Professional Code). Any contractor, subcontractor, laborer, supplier or other persons who helps to improve your property but is not for his work or supplies, has the right to enforce a claim against your property. This means after a court hearing, your property could be sold by a court officer and the proceeds of the sale will be used to satisfy the indebtedness. This can happen even if you have paid your own contractor in full, while subcontractor and laborer, or supplies remain unpaid.



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Claim from Valley Circle Townhomes Owners Association

SUMMARY:

On October 6, 2015, the District received the attached claim submitted by Concord Consulting on behalf of the Valley Circle Townhomes Owners Association.

The claim seeks to recover \$133,221.35 for the repair of domestic water supply lines and installation of eight pressure regulators and associated equipment in the Valley Circle Townhomes community. The claim included copies of invoices and proposals from Troutwine Plumbing Inc. for work performed between January and July 2015.

Staff investigated the claim and found that the water system could not achieve the water very high pressures alleged in the claim. As a result, staff recommend that the claim be denied.

RECOMMENDATION(S):

Deny the claim from the Valley Circle Townhomes Owners Association.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

The claim states that water pressure entering the community was between 300 and 400 pounds per square inch (psi). Additionally, Invoice No. 96960, dated April 1, 2015, states that the pressure was 275 to 500 psi. Staff investigated the claim and determined that the District's water distribution system serving the community, based on hydraulic conditions, could not achieve the pressures indicated in the claim.

The District owns and operates a pressure regulating station that controls water system pressure to protect both the District's water distribution system and the community's water system. The station pressure is set at 109 psi, but pressures can fluctuate slightly depending on system conditions. Water pressures recorded in the community were between 105 psi and 112 psi. The District's water system pressure upstream of the regulator is normally 133 psi. However, when the system is being fed from the LADWP, the pressure can reach a maximum of 158 psi. The LADWP feed is only used when MWD is conducting a maintenance shutdown. The last MWD shutdown was on February 21, 2015 and lasted less than one day. Records show the water system pressure feeding the townhomes, downstream of the regulating station, remained at an average of 109 psi.

Additionally, each of the townhomes is protected by an individual pressure regulator and a separate pressure relief valve. Of the regulators inspected, each has a maximum working pressure of 150 psi. If water pressure in the community had reached the levels alleged in the claim and on Invoice No. 96960, the regulators would have failed and the relief valves would have opened, flooding the area. Such an event would have been obvious to any resident or groundskeeper; however, there was no report of such an incident.

There are two forms of pressure regulation protecting the community: (1) the District-owned pressure regulating station and individual customer-side pressure regulators and relief valves. It remains unclear why the installation of eight additional pressure regulators was necessary. A review of the District's Customer Information System indicated that no concern was reported by local homeowners, the Valley Circle Townhomes Owners Association or the plumbing contractor.

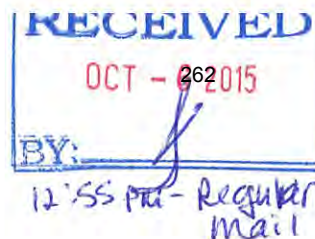
GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Mary Capps, Secretary

ATTACHMENTS:

[Valley Circle Townhomes Claim](#)



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: Valley Circle Townhomes Owners Association

Address/location of accident or occurrence:

Association located on the north west corner of Valley Circle and Vanowen Blvd

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

Valley Circle Townhomes c/o Concord Consulting P.O. Box 6105, Oxnard CA 93031

Telephone numbers: Home: _____ **Work/Cell:** office 805-445-1040

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)
Water lines were breaking starting in January 2015
2. Where did the damage or injury occur?
Main water lines through out the community.
3. How did the damage or injury occur? (Give full details)
As reported by the plumber making the repairs the water pressure from the main distribution was increased causing the internal PVC mainlines to break. According to the plumber the water pressure coming into the community was 300-400 PSI.
4. What damage or injuries do you claim?
Please see the attached invoices for repairs that were required to broken water lines and installation of pressure regulators at the water meters.

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?

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?

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

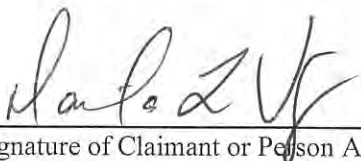
Amount claimed as of this date: \$ 133,221.35

Estimated amount of future expenses: \$ 0.00

Total Amount Claimed: \$ 133,221.35

Basis for computation of amounts claimed: invoices paid


9. Other details? (Names, addresses of witnesses, doctors and hospitals)
Troutwine Plumbing 818-592-6445


Signature of Claimant or Person Acting on Claimant's Behalf

10/01/2015
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: 10/6/15 Time: 12:55 PM Recorded by: 
via regular mail

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

TROUTWINE PLUMBING INC

1/23/15	1095	3,012.10	Water Leak-6805-16 &17	96112 & 96216
2/27/15	1119	4,000.00	Repair Mainline-Materials	96542
3/09/15	1130	947.65	6805-14-Copper Pipe	96528
3/31/15	1138	15,716.60	Wat Main Rep-24415Van	96804
4/02/15	1141	10,000.00	Material-Pressure Reg	96960
4/06/15	1142	8,500.00	NS-5 Water Meter Reg	96960
4/08/15	1147	10,660.00	Bal-5 Water Meter	96960
4/14/15	1148	18,895.00	Lk-6855,6851,6845/22-33	97012
4/28/15	1149	8,500.00	1st Payment Rep by #80	proposal 4/28/15
5/01/15	1153	8,395.00	Final Pymt of Rep by #80	proposal 4/28/15
7/01/15	1179	8,500.00	Start Up payment	proposal 7/1/15
7/01/15	1181	11,395.00	Due upon completion	proposal 7/1/15
7/10/15	1186	5,200.00	Install Round Style Cages	97796
8/05/15	1199	<u>19,500.00</u>	6811 New Water Lines	98075
		133,221.35		

PROPOSAL AND CONTRACT

265

TROUTWINE PLUMBING, INC.
4564 Los Angeles Ave., #G
Simi Valley, CA 93063
(818) 592-6445 Fax: (805) 527-1750
License #491675

TO: Valley Circle Townhomes c/o Concord Consulting

DATE: July 1, 2015

ADDRESS: PO Box 6105, Oxnard, CA 93031

PHONE: 805-445-1373 Danita

JOB ADDRESS: 6815 Valley Circle, West Hills

E-MAIL: concordconsulting2@msn.com

THIS PROPOSAL IS VOID UNLESS ACCEPTED WITHIN THIRTY DAYS

We propose to furnish all materials and labor necessary to perform the following: Water main

1. Found water main going back to 6815 building units 74-79 is leaking under main concrete walkway.
2. Went over water leak with HOA President Susan & Glen on jobsite.
3. Got ok to repipe units with new water main supply from Vanowen to building 6815. Supply all units through planter and grass area. Total run 350' up to units.

Labor & material \$19,895.00

\$ 8,500.00 start up payment

\$11,395.00 due upon completion

ALL OF THE ABOVE WORK TO BE COMPLETED IN A SUBSTANTIAL AND WORKMANLIKE MANNER

The entire amount of contract to be paid at job completion. Any addition, alteration from the above specifications will become an extra charge over the sum mentioned in this contract and the owner shall pay for same weekly as such additional work, alteration or deviation progresses.

Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning the responsibilities of a contractor may be referred to the register of the board whose address is:

CONTRACTORS' STATE LICENSE BOARD
1029 "N" Street
Sacramento, CA 95814

Respectfully Submitted,

Norman Troutwine

Name Troutwine Plumbing, Inc. Address 4564 Los Angeles Ave., #G, Simi Valley, CA 93063

You are authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which **VALLEY CIRCLE TOWNHOMES** agree to pay the amount in said proposal, and according to the terms of hereof I have read the conditions of proposal and contract and agree to the same.

ACCEPTED BY _____ DATE: _____

PROPOSAL AND CONTRACT

TROUTWINE PLUMBING, INC.
4564 Los Angeles Ave., #G, Simi Valley, CA 93063
(818) 592-6445 Fax: (805) 527-1750
License #491675

TO: Valley Circle Townhomes c/o Concord Consulting DATE: April 28, 2015
ADDRESS: PO Box 6105, Oxnard, CA 93031 PHONE: 805-445-1373 Danita
JOB ADDRESS: 24425 Vanowen & 6815 Valley Circle E-MAIL: concordconsulting2@msn.com

THIS PROPOSAL IS VOID UNLESS ACCEPTED WITHIN THIRTY DAYS

We propose to furnish all materials and labor necessary to perform the following: water mains

1. Found that water main is leaking under concrete sidewalk that is supplying units on Vanowen and building behind units on Vanowen. Need to reroute water main from meter and run all new copper water mains to all units on Vanowen side of complex. Will tie into line that is PVC underground that supplies back units & install ball valve at this point. Install lawn box.
2. Will do all trenching & digging around concrete area and drill new lines under concrete to keep from removing concrete walkways that pipe is running under.
3. All new pipe coming in from water meter and up to all units on Vanowen side will be in copper type "L" pipe in 2", 1-1/4" & 1" pipe. Will tie into existing supply going to back building that is 2" in size and is PVC pipe.
4. The units that will have a new water main up to their units are 80,81,82,83,84 & 85 on Vanowen. Tie into existing PVC line going to units 74,75,76,77,78, & 79 for Valley Circle building.
5. Will put back landscape as best as possible. Not responsible for any landscape that perishes as a result of work being done.
6. 20-year warranty on all copper pipe work done by Troutwine Plumbing.

Total labor & material \$16,895.00

\$8500.00 due at start up
\$8395.00 due upon completion

ALL OF THE ABOVE WORK TO BE COMPLETED IN A SUBSTANTIAL AND WORKMANLIKE MANNER

The entire amount of contract to be paid at job completion. Any addition, alteration from the above specifications will become an extra charge over the sum mentioned in this contract and the owner shall pay for same weekly as such additional work, alteration or deviation progresses.

Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning the responsibilities of a contractor may be referred to the register of the board whose address is:

CONTRACTORS' STATE LICENSE BOARD
1029 "N" Street
Sacramento, CA 95814

Respectfully Submitted,

Norman Troutwine

Name Troutwine Plumbing, Inc. Address 4564 Los Angeles Ave., #G, Simi Valley, CA 93063

You are authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which **VALLEY CIRCLE TOWNHOMES** agree to pay the amount in said proposal, and according to the terms of hereof I have read the conditions of proposal and contract and agree to the same.

ACCEPTED BY _____ DATE: _____

1/22/15

TROUTWINE PLUMBING INC.

Invoice

4564 Los Angeles Ave., #G
Simi Valley CA 93063
Phone 818-592-6445
Fax 805-527-1750

Date	Invoice #
1/20/2015	96122

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
6805 VALLEY CIRCLE BLVD. WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	RNV	

Item Code	Description	Quantity	Price Each	Amount
Labor	WENT TO LOOK AT WATER LEAK IN FRONT OF #17 & 16. FOUND PROBLEM. LOCATED WATER MAIN METER & BACKFLOW DEVICES. FOUND OUT THAT LEAK WAS ON MAIN WATER SUPPLY TO UNITS.			0.00
Labor	RICH JOURNEYMAN PLUMBER	1.5	100.00	150.00
Labor	JP	1.5	35.00	52.50

Total	\$202.50
Payments/Credits	\$0.00
Balance Due	\$202.50

TROUTWINE PLUMBING INC.

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

E-MAILED

1/22/15

268

Invoice

Date	Invoice #
1/21/2015	96216

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
6805 VALLEY CIRCLE BLVD. WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	JEP	

Item Code	Description	Quantity	Price Each	Amount
Material	REPAIRED WATER MAIN LEAK IN FRONT OF UNITS 16 & 17 ON 2" COPPER & PVC WATER MAIN.		0.00	0.00
Material	2" 90	4	48.95	195.80
Material	2" FIP	1	54.95	54.95
Material	2" MIP PVC	1	18.95	18.95
Material	3' OF 2" PIPE		197.50	197.50
Material	3' OF 3/8" ALL THREAD		18.50	18.50
Material	2" HOSE CLAMPS	4	0.975	3.90
GENERATOR	GENERATOR		150.00	150.00
Labor	TINO & RICH JOURNEYMAN PLUMBERS (7) HOURS EACH	14	100.00	1,400.00
Labor	JP	7	35.00	245.00
Labor	JR.	7	35.00	245.00
Labor	ANTONIO	4	35.00	140.00
Labor	MANNY	4	35.00	140.00

Total	\$2,809.60
Payments/Credits	\$0.00
Balance Due	\$2,809.60

TROUTWINE PLUMBING INC.

Invoice

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

Date	Invoice #
2/23/2015	96542

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
6811 VALLEY CIRCLE BLVD. WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	JEP	

Item Code	Description	Quantity	Price Each	Amount
Material	REPAIRED MAIN LINE. HAD TO DIG UP LINE FROM TREE UNDER SIDEWALK AND UP TO BUILDING FOR UNITS 16 & 17. JOB STARTED ON 2-23-15 & WAS COMPLETED ON 2-26-15		0.00	0.00
Material	1" COPPER PIPE 30'		343.50	343.50
Material	2" X 1" REDUCER COPPER	1	58.50	58.50
Material	1" COPPER 90	2	11.45	22.90
Material	1" COUPLING COPPER	2	10.43	20.86
Material	1" TEE COPPER	1	21.75	21.75
Material	3/4" HOSE BIB	1	14.50	14.50
Labor	RICH JOURNEYMAN PLUMBER	6	100.00	600.00
Labor	JP PLUMBER	6	35.00	210.00
Labor	TOMMY HELPER	14	35.00	490.00
Labor	ANTONIO HELPER	10	35.00	350.00
Labor	MANNY HELPER	10	35.00	350.00
Labor	MANUEL H. HELPER	6	35.00	210.00
Labor	TINO JOURNEYMAN PLUMBER	5	100.00	500.00
Labor	JOSE JOURNEYMAN PLUMBER	6	100.00	600.00
Labor	LUIS PLUMBER	6	35.00	210.00
Labor	DISCOUNT		-2.01	-2.01

Total	\$4,000.00
Payments/Credits	\$0.00
Balance Due	\$4,000.00

TROUTWINE PLUMBING INC.

Invoice

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

Date	Invoice #
3/7/2015	96528

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
6805 VALLEY CIRCLE BLVD. #14 WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	FF	

Item Code	Description	Quantity	Price Each	Amount
Material	FIX 1" PVC MIP BY SHUT OFF. LATE SATURDAY CALL.		0.00	0.00
Material	1" MIP PVC	1	3.75	3.75
Material	1" X 3/4" COPPER TEE	1	10.95	10.95
Material	3/4" MIP COPPER	1	6.95	6.95
Material	COPPER PIPE		14.75	14.75
Labor	TINO - JOURNEYMAN PLUMBER	4.5	150.00	675.00
Labor	MANUEL PLUMBERS ASSISTANT	4.5	52.50	236.25

Total		\$947.65
Payments/Credits		\$0.00
Balance Due		\$947.65

TROUTWINE PLUMBING INC.

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750



E-MAILED

3/31/15

pg 1 of 5
 274
Invoice

Date	Invoice #
3/25/2015	96804

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
24415 VANOWEN 40.41,42,43,44 & 45 WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	RNV	

Item Code	Description	Quantity	Price Each	Amount
Material	CALLED OUT FOR EMERGENCY WATER MAIN REPAIR. GOT OK TO REPLACE WATER MAIN TO 6-UNITS BECAUSE WATER MAIN WAS LEAKING AT UNITS 42,43, 44 & 45. REPLACE IN NEW COPPER PIPE. HAD TO REROUTE LINES THAT WAS MAIN WAS UNDER HOA SIDEWALK. WITH REROUTE DID NOT HAVE TO DO ANY SIDEWALK DAMAGE. HAD TO DIG IN GRASS AREA AND PLANTER AREA TO DO REROUTE. PUT BACK LANDSCAPING AS BEST AS POSSIBLE. THIS WILL ENSURE NO MORE BREAKS IN LINE IN THIS AREA.		0.00	0.00
Material	2" COPPER PIPE WITH FITTINGS		645.75	645.75
Material	1-1/4" COPPER PIPE WITH FITTINGS		1,475.85	1,475.85
Material	1" COPPER PIPE WITH FITTINGS		785.00	785.00
Labor	RICH - JOURNEYMAN PLUMBER	25	100.00	2,500.00
Labor	JOSE - PLUMBER	25	100.00	2,500.00
Labor	TINO - JOURNEYMAN PLUMBER	20	100.00	2,000.00
Labor	EDDIE - PLUMBERS HELPER	30	35.00	1,050.00
Labor	ANTONIO - LABOR	30	35.00	1,050.00
Labor	MARIO - LABOR	30	35.00	1,050.00
Labor	MANNY - LABOR	30	35.00	1,050.00
Labor	BLAD- LABOR	30	35.00	1,050.00
Labor	LUIS - JR PLUMBER	8	35.00	280.00
Labor	JP - JR PLUMBER	8	35.00	280.00

Total		\$15,716.60
Payments/Credits		\$0.00
Balance Due		\$15,716.60

Invoice

TROUTWINE PLUMBING INC.

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

Date	Invoice #
4/14/2015	97012

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
6855, 6851 & 6845 VALLEY CIRCLE UNITS 22-33 WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	NLT	

Item Code	Description	Quantity	Price Each	Amount
Labor & Material	<p>WATER MAIN LEAKING UNDER SIDEWALK GOING TO THESE UNITS. WILL REROUTE WATER MAIN FROM METER, THROUGH GRASS NEXT TO SIDEWALK, AND UP TO ALL UNITS IN COPPER TYPE "L" PIPE. TRENCH WILL NEED TO BE 18" DEEP. SIZE OF PIPES WILL BE 2", 1-1/2", 1-1/4", AND 1" IN SIZE. WILL TIE INTO UNITS JUST BELOW REGULATORS ON OUTSIDE OF UNITS. WILL DO ALL DIGGING AND PUT BACK LANDSCAPE AS BEST AS POSSIBLE. NOT RESPONSIBLE FOR ANY LANDSCAPE THAT PERISHES AS A RESULT OF WORK BEING DONE. 20-YEAR WARRANTY ON ALL COPPER PIPE WORK DONE BY TROUTWINE PLUMBING.</p> <p>START UP PAYMENT \$8,500.00 BALANCE DUE UPON COMPLETION \$10,395.00</p>		18,895.00	18,895.00
			Total	\$18,895.00

Payments/Credits	\$0.00
-------------------------	--------

Balance Due	\$18,895.00
--------------------	-------------

Invoice

TROUTWINE PLUMBING INC.

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

Date	Invoice #
7/9/2015	97796

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
VANOWEN & VALLEY CIRCLE WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	NLT	

Item Code	Description	Quantity	Price Each	Amount
Material	PER BID INSTALL ROUND STYLE CAGES OPPOSED TO SQUARE CASES. OK PER GENE MC GREGOR		5,200.00	5,200.00
			Total	\$5,200.00
			Payments/Credits	\$0.00
			Balance Due	\$5,200.00

Invoice

TROUTWINE PLUMBING INC.

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

Date	Invoice #
7/23/2015	98075

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
VALLEY CIRCLE & VANOWEN WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	JEP	

Item Code	Description	Quantity	Price Each	Amount
Labor & Material	PER 7-23-15 PROPOSAL - RAN ALL NEW WATER LINES GOING TO BUILDING 68111 IN COPPER TYPE "L" PIPE. TIE INTO JUST BELOW EXISTING REGULATORS. START UP PAYMENT \$8500.00 DUE - THANK YOU 8-3-15 NOTE- ALL PLUMING WORK AND BACKFILL DONE. JUST WAITING ON CAGES FOR REGULATORS. WILL BILL FINAL PAYMENT WHEN CAGES ARE INSTALLED.		19,500.00	19,500.00

Total			\$19,500.00
Payments/Credits			\$0.00
Balance Due			\$19,500.00

Invoice

TROUTWINE PLUMBING INC.

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

Date	Invoice #
4/1/2015	96960

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
VANOWEN & VALLEY CIRCLE WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	NLT	

Item Code	Description	Quantity	Price Each	Amount
Labor & Material	<p>REGULATORS PER SIGNED CONTRACT - STREET PRESSURE COMING ON TO PROPERTY IS OVER 275 PSI AND CAN GO UP TO 500 PSI AT NIGHT. THIS COULD BE CAUSING PVC WATER LINES THAT ARE UNDERGROUND GOING TO ALL UNITS TO KEEP BREAKING AND LEAKING.</p> <p>SHOULD INSTALL REGULATORS ON SYSTEMS AT ALL WATER METER LOCATIONS AND MAIN BALL VALVE SHUT OFFS. REGULATORS WOULD KEEP PRESSURE AT 125 PSI COMING TO UNITS. THIS COULD KEEP EXISTING PVC LINES FROM BREAKING AS MUCH AS THEY ARE. THERE ARE SEVERAL LOCATIONS WHERE REGULATORS NEED TO BE INSTALLED. THREE ON VANOWEN SIDE. WILL NEED TO INSTALL REGULATOR ON PROPERTY IN GRASS AREA BETWEEN CITY SIDEWALKS AND VALLEY CIRCLE HOA SIDEWALK. THREE REGULATORS AND BALL VALVES TOTAL. WILL INSTALL A STEEL CAGE OVER REGULATORS, BALL VALVES, AND WYE STRAINERS WITH LOCKS. \$3895.00 EACH REGULATOR WITH CAGE.</p>	3	3,895.00	11,685.00

Total	
Payments/Credits	
Balance Due	

Invoice

TROUTWINE PLUMBING INC.

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

Date	Invoice #
4/1/2015	96960

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
VANOWEN & VALLEY CIRCLE WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	NLT	

Item Code	Description	Quantity	Price Each	Amount
Labor & Material	<p>ON THE VERY NORTH SIDE OF COMPLEX THERE ARE FIVE WATER METER LOCATIONS WHERE REGULATORS, BALL VALVES, AND WYE STRAINERS NEED TO BE INSTALLED. THIS CAN BE DONE JUST IN FRONT OF METERS AT THESE LOCATIONS IN GRASS AREA. WILL INSTALL STEEL CAGES OVER UNITS WITH LOCKS. THIS SIDE OF BUILDING IS EASIER TO INSTALL. \$3495.00 EACH REGULATOR WITH CAGE.</p> <p>THIS SHOULD KEEP WATER LINES FROM BREAKING AS MUCH. THERE WILL BE A BALL VALVE SHUT OFF THAT HOA COULD GET TO SHUT DOWN SYSTEM IF THERE IS A MAJOR BREAK IN LINE ON SYSTEMS.</p> <p>BALANCE DUE \$10,660.00 - THANK YOU</p>	5	3,495.00	17,475.00

Total	\$29,160.00
Payments/Credits	\$-18,500.00
Balance Due	\$10,660.00

Invoice

TROUTWINE PLUMBING INC.

4564 Los Angeles Ave., #G
 Simi Valley CA 93063
 Phone 818-592-6445
 Fax 805-527-1750

Date	Invoice #
4/1/2015	96960

Bill To
VALLEY CIRCLE TOWNHOMES OWNERS ASSOC. C/O CONCORD CONSULTING & ASSOC. SERVICES PO BOX 6105 OXNARD, CA 93031

Job Address
VANOWEN & VALLEY CIRCLE WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	NLT	

Item Code	Description	Quantity	Price Each	Amount
Labor & Material	<p>REGULATORS PER SIGNED CONTRACT - STREET PRESSURE COMING ON TO PROPERTY IS OVER 275 PSI AND CAN GO UP TO 500 PSI AT NIGHT. THIS COULD BE CAUSING PVC WATER LINES THAT ARE UNDERGROUND GOING TO ALL UNITS TO KEEP BREAKING AND LEAKING.</p> <p>SHOULD INSTALL REGULATORS ON SYSTEMS AT ALL WATER METER LOCATIONS AND MAIN BALL VALVE SHUT OFFS. REGULATORS WOULD KEEP PRESSURE AT 125 PSI COMING TO UNITS. THIS COULD KEEP EXISTING PVC LINES FROM BREAKING AS MUCH AS THEY ARE. THERE ARE SEVERAL LOCATIONS WHERE REGULATORS NEED TO BE INSTALLED. THREE ON VANOWEN SIDE. WILL NEED TO INSTALL REGULATOR ON PROPERTY IN GRASS AREA BETWEEN CITY SIDEWALKS AND VALLEY CIRCLE HOA SIDEWALK. THREE REGULATORS AND BALL VALVES TOTAL. WILL INSTALL A STEEL CAGE OVER REGULATORS, BALL VALVES, AND WYE STRAINERS WITH LOCKS. \$3895.00 EACH REGULATOR WITH CAGE.</p>	3	3,895.00	11,685.00
			Total	
			Payments/Credits	
			Balance Due	

Invoice

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 Simi Valley CA 93063
 Phone 818-592-6445
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Date	Invoice #
4/1/2015	96960

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VANOWEN & VALLEY CIRCLE WEST HILLS, CA 91307

P.O. Number	Terms	Rep	Project
	DUE UPON RECE...	NLT	

Item Code	Description	Quantity	Price Each	Amount
Labor & Material	<p>ON THE VERY NORTH SIDE OF COMPLEX THERE ARE FIVE WATER METER LOCATIONS WHERE REGULATORS, BALL VALVES, AND WYE STRAINERS NEED TO BE INSTALLED. THIS CAN BE DONE JUST IN FRONT OF METERS AT THESE LOCATIONS IN GRASS AREA. WILL INSTALL STEEL CAGES OVER UNITS WITH LOCKS. THIS SIDE OF BUILDING IS EASIER TO INSTALL. \$3495.00 EACH REGULATOR WITH CAGE.</p> <p>THIS SHOULD KEEP WATER LINES FROM BREAKING AS MUCH. THERE WILL BE A BALL VALVE SHUT OFF THAT HOA COULD GET TO SHUT DOWN SYSTEM IF THERE IS A MAJOR BREAK IN LINE ON SYSTEMS.</p> <p>4/3/15 PAID CK 001141 \$10,000.00 - THANK YOU</p>	5	3,495.00	17,475.00
			Total	\$29,160.00
			Payments/Credits	\$-10,000.00
			Balance Due	\$19,160.00



November 10, 2015 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : Las Virgenes Municipal Water District Code: Repeal of Previous Version

SUMMARY:

On August 11, 2015, the Board adopted Resolution No. 2468, adopting a comprehensive update of the Las Virgenes Municipal Water District Code (Code) and repealing Resolution No. 7-90-2046, which had adopted the previous version of the Code. However, recent research indicated that the previous version of the Code was adopted in part by Ordinance No. 11-86-161. As a result, District Legal Counsel recommends that the Board repeal Ordinance No. 11-86-161, including amendments thereto, to prevent any ambiguity as to the current version of the Code.

RECOMMENDATION(S):

Waive the full reading of proposed Ordinance No. 277, as it relates to repealing Ordinance No. 11-86-161 that adopted a previous version of the Las Virgenes Municipal Water District Code; give second reading of the Ordinance by title only; pass, approve and adopt the Ordinance as presented by a roll call vote; and order publication within 30 days of adoption using a summary of the Ordinance.

ORDINANCE NO. 277 (SECOND READING AND ADOPTION)

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REPEALING ORDINANCE NO. 11-86-161

(Reference is hereby made to Ordinance No. 277 on file in the District's Ordinance Book and by this reference the same is incorporated herein.)

FISCAL IMPACT:

No

ITEM BUDGETED:

No

Prepared by: David W. Pedersen, General Manager

ATTACHMENTS:

[Proposed Ordinance No. 277](#)

ORDINANCE NO. 277

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF
LAS VIRGENES MUNICIPAL WATER DISTRICT
REPEALING ORDINANCE NO. 11-86-161**

**BE IT ORDAINED BY THE BOARD OF DIRECTORS OF LAS VIRGENES
MUNICIPAL WATER DISTRICT** that Ordinance No. 11-86-161, including amendments thereto,
is hereby repealed.

PASSED, APPROVED AND ADOPTED on _____, 2015.

Glen Peterson, President

ATTEST:

Charles Caspary, Secretary

[Seal]

APPROVED AS TO FORM:

District Counsel



Regular Board Meeting

November 10, 2015

12:00 p.m. – Board Room

Tuesday, November 10, 2015 Meeting Schedule		
7:00-8:00 a.m.	Rm. 1-101	Dir's. 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: Jeffery Thomas, Board Member, Municipal Water District of Orange County
- (b) Pledge of Allegiance: Director Sylvia Ballin

2. Roll Call

3. Determination of a Quorum

4. Opportunity for members of the public to address the Board on matters within the Board's jurisdiction. (As required by Gov. Code § 54954.3(a))

5. OTHER MATTERS

- A. Approval of the Minutes of the Meeting for October 13, 2015. (A copy has been mailed to each Director)
Any additions, corrections, or omissions
- B. Report on Directors' events attended at Metropolitan expense for month of October

- C. Approve committee assignments
- D. Chairman's Monthly Activity Report

6. DEPARTMENT HEADS' REPORTS

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

7. CONSENT CALENDAR ITEMS — ACTION

- 7-1** Appropriate \$960,000; and authorize design and repair of expansion joints on pump delivery lines along the Colorado River Aqueduct (Approp. 15483). (E&O)

Recommendation:

Option #1:

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

- a. **Appropriate \$960,000; and**
- b. **Authorize design to repair 16 expansion joints on pump delivery lines along the CRA, and authorize construction to repair three of those joints.**

- 7-2** Authorize a long-term ground lease to Verizon Wireless for a telecommunications equipment site in the unincorporated area of Mentone, county of San Bernardino. (RP&AM)

Recommendation:**Option #1:**

Adopt the CEQA determination that the proposed action is categorically exempt, and authorize the long-term ground lease to Verizon Wireless.

- 7-3** Authorize amendment of lease to Western Center Community Foundation dba the Western Science Center on Metropolitan-owned property in the city of Hemet, California. (RP&AM)

Recommendation:**Option #1:**

Adopt the CEQA determination that the proposed action is categorically exempt, and authorize the amendment to Western Center Community Foundation dba the Western Science Center.

(END OF CONSENT CALENDAR)

8. OTHER BOARD ITEMS — ACTION

- 8-1** Adopt Twenty-First Supplemental Resolution to the Master Revenue Bond Resolution authorizing the sale of up to \$250 million of Water Revenue Bonds, 2015 Authorization; and approve expenditures to fund the cost of issuance of the Bonds. (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

- a. Adopt the Twenty-First Supplemental; Resolution to the Master Revenue Bond Resolution authorizing the issuance of up to \$250 million of Water Revenue Bonds, 2015 Authorization and providing the terms and conditions for the sale and issuance of said Water Revenue Bonds; and**
- b. Approve up to \$1,885,000 for the payment of the cost of issuance of the Water Revenue Bonds to be paid from bond proceeds or Metropolitan funds.**

- 8-2** Appropriate \$36.2 million; award \$29.56 million contract to OHL USA, Inc. to rehabilitate Palos Verdes Reservoir; and authorize agreement with CDM Smith, Inc. in an amount not to exceed \$713,000 (Approps. 15417 and 15441). (E&O)

Recommendation:

Option #1:

Review and consider the information contained in Addendum No. 1 and the MND, and find that the proposed modifications will not have a significant impact on the environment, and

- a. Appropriate \$36.2 million ;**
- b. Award \$29.56 million contract to OHL USA, Inc. to rehabilitate Palos Verdes Reservoir; and**
- c. Authorize agreement with CDM Smith, Inc. in an amount not to exceed \$713,000.**

- 8-3** Appropriate \$15 million; and authorize: (1) agreement with County Sanitation District No. 2 of Los Angeles County for development of a potential regional recycled water supply program; and (2) design of a demonstration-scale recycled water treatment plant (Approp. 15493). (WP&S)

Recommendation:

Option #1:

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

- a. Appropriate \$15 million;**
- b. Authorize agreement with County Sanitation District No. 2 of Los Angeles County, substantially in conformance with the terms included in Attachment 1 to the board letter, and in a form approved by the General Counsel, for implementation of a demonstration project and development of a potential regional recycled water supply program; and**
- c. Authorize design of a demonstration-scale recycled water treatment plant.**

- 8-4** Authorize entering into a new agreement with the California Department of Water Resources for the sale of renewable energy from five Hydroelectric Power Plants. (E&O)

Recommendation:**Option #1:**

Adopt the CEQA determination that the proposed action is categorically exempt and is not subject to CEQA, and authorize the General Manager to enter into a new agreement under the terms described in the board letter for the sale of renewable energy from the five Metropolitan Hydroelectric Power Plants.

- 8-5** Authorize entering into three agency temporary skilled labor agreements. (OP&T)

Recommendation:**Option #1:**

Adopt the CEQA determination that the proposed action is not defined as a project and is not subject to CEQA, and authorize the General Manager to enter into the following skilled craft labor agreements:

- a. **A contract for agency temporary skilled craft labor with Grafton Inc., not to exceed \$325,000 per year;**
- b. **A contract for agency temporary skilled craft labor with Johnson Services Group not to exceed \$325,000 per year; and**
- c. **A contract for agency temporary skilled craft labor with Premier Personnel Resources not to exceed \$325,000 per year.**

- 8-6** Authorize entering into storage and exchange agreements with Antelope Valley-East Kern Water Agency; and approve payment of up to \$16.6 million for funding the agreements. (WP&S)

Recommendation:**Option #1:**

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

- a. **Authorize the General Manager to enter into storage and exchange agreements with Antelope Valley-East Kern Water Agency consistent with the terms outlined in the board letter and in a form approved by the General Counsel;**
- b. **Approve payment of up to \$16.6 million for funding the storage and exchange agreements with Antelope Valley-East Kern Water Agency; and**
- c. **Approve additional payments from the Supply Program Budget should the exchange or storage programs exceed the initial allocated 30,000 AF.**

- 8-7 Report on existing litigation: *Shimmick Construction Company, Inc./Obayashi Corporation, a Joint Venture v. The Metropolitan Water District of Southern California*, LASC Case No. BC559603; and authorize increase of maximum amount payable under contract with (1) Hunt Ortmann Palffy Nieves Darling & Mah, Inc. for legal services by \$500,000 to an amount not to exceed \$600,000, and (2) Pacific Consultants Construction, Inc. for consulting services by \$250,000 to an amount not to exceed \$500,000 (Approp. 15389). (L&C)
[Conference with legal counsel—existing litigation; to be heard in closed session pursuant to Gov. Code Section 54956.9(d)(1)]
(To be mailed separately)

- 8-8 Authorize the General Manager to enter into a conditional purchase and sale agreement to acquire property from Delta Wetlands Properties in Contra Costa, San Joaquin, and Solano Counties. (RP&AM)
[Conference with real property negotiators; property identified as Contra Costa County Assessor's Parcel Nos. 023-040-026, 023-040-027, 023-050-001, 023-050-002, 023-070-011, 023-070-012, 023-080-010, 023-080-011, 023-090-001, 023-090-003, 023-090-004, 023-100-001, 023-100-002, 023-100-004, 023-100-007, 023-100-008, 026-060-003, 026-060-007, 026-060-008, 026-060-015, 026-060-016, 026-060-017, 026-060-018, 026-060-019, 026-070-001, 026-070-006, 026-070-010, 026-070-011, 026-070-012, 026-070-013, 026-080-004, 026-080-005, 026-080-006, 026-080-007, 026-080-008, 026-080-009; San Joaquin County Assessor's Parcel Nos. 069-030-35, 069-030-36, 069-030-37, 069-030-38, 069-030-39, 069-100-01, 069-100-02, 069-030-08, 069-030-09, 069-030-10, 069-030-11, 069-100-09, 069-030-19, 069-030-20, 069-030-21, 069-030-22, 069-030-23, 069-030-24, 069-030-26, 069-030-27, 069-030-28, 069-030-29, 069-030-30, 069-030-31, 069-030-32, 069-030-33, 069-030-34, 069-030-42, 069-030-44, 069-100-03, 069-100-04, 069-100-05, 069-100-08, 069-100-10, 069-100-11, 129-050-01, 129-050-02, 129-050-03, 129-050-04, 129-050-05, 129-050-06, 129-050-07, 129-050-08, 129-050-09, 129-050-11, 129-050-12, 129-050-13, 129-050-14, 129-050-15, 129-050-16, 129-050-17, 129-050-18, 129-050-19, 129-050-24, 129-050-25, 129-050-26, 129-050-27, 129-050-28, 129-050-52, 129-050-54, 129-050-55, 129-050-56, 129-050-60; and Solano County Assessor's Parcel No. 090-060-001; agency negotiators: Jeff Kightlinger and John Clairday; negotiating party: Delta Wetlands Properties; under negotiation: price and terms of payments; to be heard in closed session pursuant to Gov. Code Section 54956.8]
(To be mailed separately)

9. BOARD INFORMATION ITEMS

None

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT

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

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

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

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