



Next Resolution No. 05-09-2392  
Next Ordinance No. 05-09-257

LAS VIRGENES MUNICIPAL WATER DISTRICT  
4232 Las Virgenes Road  
Calabasas, California

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 p.m.

MAY 26, 2009

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at \_\_\_p.m. by \_\_\_ in the District offices, and the Secretary called the roll.

<u>Board of Directors</u>	<u>Present</u>	<u>Left</u>	<u>Absent</u>
Charles Caspary, President	_____	_____	_____
Lee Renger, Vice President	_____	_____	_____
Glen Peterson, Secretary/MWD Rep.	_____	_____	_____
Jeff Smith, Treasurer	_____	_____	_____
Joseph M. Bowman, Director	_____	_____	_____

2. APPROVAL OF AGENDA

Moved by Director\_\_\_\_\_, seconded by Director\_\_\_\_\_, and\_\_\_\_\_, that the agenda for the Regular Meeting of May 26, 2009, be approved as presented/amended.

3. **CITIZEN OF THE MONTH**

A Proclamation in Special Recognition of Jess Thomas upon the 50th Anniversary of Las Virgenes Municipal Water District

4. **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.

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

Legislative Update

6. **CONSENT CALENDAR**

A List of Demands: 05/26/09. APPROVE

B Investment Report for the Month of April 2009. APPROVE

Moved by Director\_\_\_\_\_, seconded by Director\_\_\_\_\_, and\_\_\_\_\_, that Consent Calendar Items 6A-6B be approved as presented.

7. **TREASURER**

8. **FACILITIES AND OPERATIONS**

A Kimberly and Mulwood Tanks Renovation Project (2009) - Approval of the Notice for Prequalification

Moved by Director\_\_\_\_\_, seconded by Director\_\_\_\_\_, and\_\_\_\_\_, that the Board approve the Notice Inviting Prequalification for the Kimberly and Mulwood Tanks Renovation Project (2009); and approve the proposal from AECOM for assistance during pre-qualification and bidding, and construction support services for \$23,124.00.

B Twin Lakes Pump Station Expansion Project - Award of Contract and Approval of Construction Phase Services During Construction

Moved by Director\_\_\_\_\_, seconded by Director\_\_\_\_\_, and\_\_\_\_\_, that the Board award the contract for the Twin Lakes Pump Station Expansion Project to Pacific Coast Infrastructure/Myers Joint Venture, Rancho Cordova, CA in the amount of \$783,990.00; and that all remaining bids be rejected upon receipt of duly executed contract documents; authorize \$40,431.00 to AECOM for construction phase services during construction; and waive minor bid irregularities.

**9. RESOURCE CONSERVATION AND PUBLIC OUTREACH**

Water Budget Adjustment and Appeal Process for the Water Shortage

Moved by Director\_\_\_\_\_, seconded by Director\_\_\_\_\_, and\_\_\_\_\_, that the Board ratify changes to the Water Budget Adjustment and Appeal Process for the Water Shortage.

**10. NON-ACTION ITEMS**

- A Organization Reports
  - (1) MWD
  - (2) Other
- B Directors' Reports on Outside Meetings
- C Information Items
  - (1) Customer Service Operations Staffing
- D General Manager Reports
- E Director's Comments

**11. FUTURE AGENDA ITEMS**

**12. CLOSED SESSION**

Conference with District Counsel – Existing Litigation

Cooper, et al. v. Calabasas Park Estates, et al

**13. OPEN SESSION AND ADJOURNMENT**

**UPCOMING EVENTS**

CASA 2009 Annual Conference  
ACWA Fall Conference

August 12-15, 2009  
December 1-4, 2009

potable water...wastewater treatment...recycled water...composting...

A Proclamation  
In Special Recognition of  
**Jess Thomas**  
Upon the 50th Anniversary of  
Las Virgenes Municipal Water District

**WHEREAS, Jess Thomas has exhibited steadfast community leadership and guidance, serving as president of the Old Agoura Homeowners Association for more than 25 years and,**

**WHEREAS, during his tenure he has also worked closely with government agencies in the Las Virgenes region to advance the quality of life for area residents and,**

**WHEREAS, Jess Thomas has devoted substantial effort toward building and protecting the inventory of open space, equestrian facilities and public parkland in the region and,**

**WHEREAS, he has been committed to protecting the environment of the Las Virgenes community, including tributary streams to the Malibu Creek watershed and,**

**WHEREAS, Jess Thomas has been supportive of the environmental stewardship and conservation goals promoted by Las Virgenes Municipal Water District and,**

**WHEREAS, his legacy of service to the community has left a positive and permanent imprint on the community and residents he serves,**

**NOW BE IT KNOWN TO ALL that on this 26th day of May 2009, the Board of Directors of Las Virgenes Municipal Water District honors the legacy of community leadership and environmental stewardship of Jess Thomas.**

\_\_\_\_\_  
Joseph M. Bowman

\_\_\_\_\_  
Charles Caspary

\_\_\_\_\_  
Glen Peterson

\_\_\_\_\_  
Lee Renger

\_\_\_\_\_  
Jeffery A. Smith



wastewater treatment...recycled water...composting...potable water...

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: JEFF SMITH , TREASURER

Payments for Board Meeting of : May 26, 2009

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. 48600 through 48755 were issued in the total amount of

\$ 986,679.98

6A

**Payments through wire transfers as follows:**

No Wires Transfer

Total payments

\$ 986,679.98

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

**CHECK LISTING FOR BOARD MEETING  
05/26/09**

Company Name	Company No.	Check No.	Check No.	Check No.	Total
		48600 thru 48650 05/12/09	48651 thru 48681 05/19/09	48862 thru 48755 05/26/09	
		Amount	Amount	Amount	
Potable Water Operations	101	60,804.76	70,017.14	49,242.84	180,064.74
Recycled Water Operations	102		749.33		749.33
Sanitation Operations	130		8,773.20		8,773.20
Potable Water Replacement	301			45,996.50	45,996.50
Sanitation Replacement	330			4,513.29	4,513.29
Internal Service	701	62,358.11	27,720.00	34,307.84	124,385.95
Joint Venture Operations	751	44,809.95	179,553.48	73,518.21	297,881.64
Joint Venture Construction	752	9,984.53		6,935.00	16,919.53
Joint Venture Replacement	754		6,223.68	301,172.12	307,395.80
<b>Total Printed</b>		<b>177,957.35</b>	<b>293,036.83</b>	<b>515,685.80</b>	<b>986,679.98</b>
<b>Voided Checks/Payment Stopped:</b>		<b>None</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Voids</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Total</b>		<b>177,957.35</b>	<b>293,036.83</b>	<b>515,685.80</b>	<b>986,679.98</b>

Batch Number - 194978

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Document Ty	Key Number	Co	Amount	Invoice Number
48682	05/26/09	7027 A-1	LAWN MOWER INC.	2) KPW3420ZL-WEEDWACHER	96844	001	00701	830.30	20353
				Payment Amount				830.30	
48683	05/26/09	2317	ACORN NEWSPAPER	DISPLAY	PV	96840	001 00101	3,796.84	870105/043009
				ADS-50WAYS,BDGT,GRDNG					
				Payment Amount				3,796.84	
48684	05/26/09	8560	ADVANCED UTILITY SYSTEMS	CIS INFINITY V3 UPGRADEPV	96942	001	00701	4,050.00	XT000031209
				BUDGET BILLING-CIS	PV	96943	001 00701	150.00	XT000031195
				UPGRADE					
				Payment Amount				4,200.00	
48685	05/26/09	5525	ALLIED PACKING & RUBBER INC.	THERMOID VALUEFLEX 3/PV	97037	001	00701	724.33	169045
				& 1'					
				FREIGHT	PV	97037	003 00701	50.69	169045
				Payment Amount				775.02	
48686	05/26/09	15285	AMERICAN SOIL AMENDMENT PRODUCTS	PN 9 CU YRDS SHREDDEDPV	96962	001	00701	606.34	27528
				FIR					
				15 CU YDS SHREDDED FIRPV	97052	001	00701	868.54	27565
				BARK					
				Payment Amount				1,474.88	
48687	05/26/09	15897	AMERICAN TELEBROKERS	SUPERSET 401&420 DESKPV	97051	001	00701	1,271.67	56923
				SET					
				SHIPPING	PV	97051	003 00701	18.62	56923
				Payment Amount				1,290.29	
48688	05/26/09	2397	AQUATIC BIOASSAY & CONSULTING	LAB ANALYSIS-CHRONIC	96945	001	00701	810.00	LV50490.495
				BIOASSAYS					
				Payment Amount				810.00	
48689	05/26/09	9271	ARMORCAST PRODUCTS CO.	MISC.INV PARTS	96958	001	00701	4,698.95	0111912-IN
				Payment Amount				4,698.95	
48690	05/26/09	7965	B&B PALLET CO.	125YDS WOOD CHIPS 1"	97053	001	00701	1,302.50	102109
				125YDS WOOD CHIPS 1"	97054	001	00701	1,302.50	102110
				125YDS WOOD CHIPS 1"	97055	001	00701	1,302.50	102240
				Payment Amount				3,907.50	
48691	05/26/09	2417	B&R TOOL & SUPPLY CO	SPRAY BOTTLE,CONCRETEV	96950	001	00701	162.78	1201260-0001-01
				ANCHOR					
				FREIGHT	PV	96950	003 00701	7.57	1201260-0001-01
				Payment Amount				170.35	
48692	05/26/09	16023	BELL BUILDING MAINTENANCE CO.	JANITORIAL	96843	001	00701	4,451.50	43080-S
				SRV-BLDG 8					
				4/09 JANITORIAL SRV-WLKPV	96843	003	00701	275.50	43080-S
				4/09 JANITORIAL SRV-RLVPV	96843	004	00701	1,102.00	43080-S
				Payment Amount				5,829.00	
48693	05/26/09	5405	CALOLYMPIC SAFETY	SAFETY SUPPL-GLOVES,HNEV	97039	001	00701	512.73	055483

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			CLEANER						
			SAFETY SUPL-GLOVES,HINBY			97060 001 00701		722.49	055483-1
			CLEANER						
			Payment Amount					1,235.22	
48694	05/26/09	13919 CANTEEN OF COASTAL CALIFORNIA, INC		COFFEE SUPPLIES	PV	96954 001 00701		301.95	11975
				Payment Amount				301.95	
48695	05/26/09	7749 CITIZENS BUSINESS BANK		RETENTION#12/PASCAL &PV		96986 001 00754		7,209.60	10378/RTN#12
			LUDWIG						
			Payment Amount					7,209.60	
48696	05/26/09	2554 COASTLINE EQUIPMENT		INSTL PAVEMENT GRINDERV		96937 001 00701		2,762.97	4124358
			ON #863						
			Payment Amount					2,762.97	
48697	05/26/09	3690 DEPARTMENT OF WATER RESOURCES		WLK RSVR#1073-DAM FEEPV		97022 001 00101		21,046.00	1800032136
			09/10						
			Payment Amount					21,046.00	
48698	05/26/09	2613 DIETERICH POST		CNN INK TNK PFI-701Y	PV	97061 001 00701		338.85	689123
			YELLOW						
			FREIGHT					4.81	689123
			Payment Amount					343.66	
48699	05/26/09	16931 ENVIRONMENTAL SCIENCE ASSOCIATES		3/09 APRIL RD RESVR	PV	96955 001 00701		4,513.29	84767
			Payment Amount					4,513.29	
48700	05/26/09	2654 FAMCON PIPE		ANGLE STOP 1"	PV	97036 001 00701		692.86	117584
			Payment Amount					692.86	
48701	05/26/09	15793 FLEMING ENVIRONMENTAL IN&ISER REPLC-FUEL TANK		IN&ISER REPLC-FUEL TANK	PV	97040 001 00701		2,093.63	5287
			Payment Amount					2,093.63	
48702	05/26/09	2672 FRUIT GROWERS LABORATOR&B INC.		LAB ANALYSIS	PV	96972 001 00701		59.40	903441A
			LAB ANALYSIS					89.92	903938A
			LAB ANALYSIS					672.94	903442A
			LAB ANALYSIS					8,006.76	903592A
			LAB ANALYSIS					1,180.94	903617A
			Payment Amount					10,009.96	
48703	05/26/09	4971 FUGRO WEST, INC.		1/29-4/29 GEO	PV	96969 001 00701		2,973.50	3000.019-0000011
			SRV-INCLINOMTRS						
		Alt Payee 6803	FUGRO WEST, INC.						
			P. O. BOX 200375						
			HOUSTON TX 77216-0375						
			Payment Amount					2,973.50	



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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Co	Amount	Invoice Number
48704	05/26/09	16929	GENERAL CODE, LLC	30% NOVUS AGENDA SFTWR		96971	001 00701	8,040.00	G0119744
				Payment Amount				8,040.00	
48705	05/26/09	2769	GEORGE KREIDER IV	WELD CPLNG 2"SRV LOTTI PV		97050	001 00701	300.00	432820
				IVERSON					
				Payment Amount				300.00	
48706	05/26/09	2698	GOLDEN STATE ELEVATOR	5/09 ELEVATOR	PV	96977	001 00701	283.50	00735571
				MAINTENANCE					
				Payment Amount				283.50	
48707	05/26/09	16055	GOVERNMENTJOBS.COM, INC.	5/09-6/11 LICENSE/JOB	PV	96966	001 00701	3,985.00	07-3426
				POSTNG					
				Payment Amount				3,985.00	
48708	05/26/09	2700	GRAFFITI PREVENTION SYSTEMS	GRAFFITI RMVL-OLD	PV	96936	001 00101	75.00	2200
				TOPANGA					
				Payment Amount				75.00	
48709	05/26/09	15516	HARPER & ASSOCIATES	PE4/30 CATHODIC	PV	96980	001 00701	22,648.12	ENG-3932
				ENGINEERING, INC.					
				Payment Amount				22,648.12	
48710	05/26/09	4525	HARRINGTON INDUSTRIAL	PVC GLOBE PATTERN	PV	97064	001 00701	32.50	00564662
				PLASTICS INC.					
				NEEDLE VAVLE					
				FREIGHT	PV	97064	002 00701	9.96	00564662
				PVC GOOSENECK LAB	PV	97065	001 00701	30.13	00564714
				FAUCET					
				FREIGHT	PV	97065	002 00701	10.68	00564714
				BLK POLY TUBE 1/4 .040	PV	97066	001 00701	22.94	00564573
				WALL					
				FREIGHT	PV	97066	002 00701	10.53	00564573
				CLEAR PVC TUBING 1"	PV	97067	001 00701	139.84	00564739
				3/16WALL					
				FREIGHT	PV	97067	002 00701	90.57	00564739
				SERVICE KIT FOR IIT	PV	97068	001 00701	291.86	00564928
				JABSCO PUM					
				FREIGHT	PV	97068	002 00701	17.70	00564928
				ALT PAYEE					
				7132 HARRINGTON INDUSTRIAL PLASTICS LLC					
				P. O. BOX 5128					
				14480 YORBA AVENUE					
				Payment Amount				656.71	
48711	05/26/09	16809	ICTUS CONSULTING, LLC	4/09 LIBRARY/RECORDS	PV	97041	001 00701	3,525.00	LVMWD-090501
				MGMT SRV					
				Payment Amount				3,525.00	
48712	05/26/09	2736	IRON MOUNTAIN RECORDS	5/09 OFF-SITE STORAGE	PV	96982	001 00701	665.61	AEF2859
				Payment Amount				665.61	

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MANAGEMENT									
48713	05/26/09	3083	JCI JONES CHEMICALS, INC	SODIUM BISULFITE	PV	97043	001 00701	665.61 7,347.45	429245
			4015GALS						
Alt Payee 13647 JCI JONES CHEMICALS, INC BIN #920020 P. O. BOX 29426									
48714	05/26/09	10057	PETER L. LaMONTAGNE	EVALUATING CENTRIFUGAL BOWL	PV	97024	001 00751	7,347.45 150.00	042709
Alt Payee 6475 LAB SAFETY SUPPLY P O BOX 5004 JANESVILLE WI 53547-5004									
48715	05/26/09	2776	LAB SAFETY SUPPLY INC.	SHOVEL, ABS POLY SCOOPV	PV	97046	001 00701	150.00 262.20 38.19	1013401780 1013401780
Alt Payee 6475 LAB SAFETY SUPPLY P O BOX 5004 JANESVILLE WI 53547-5004									
48716	05/26/09	17076	LEE & RO, INC.	PE 4/24 DESIGN CENTRATEV	PV	97069	001 00701	300.39 7,992.40	485/02
LINE									
48717	05/26/09	11410	LOS ANGELES COUNTY-REGIONAL ENVIRONMENTAL PLANNING	ASSESSMENT FEE	PV	97025	001 00752	7,992.40 1,389.00	051409
Alt Payee 6475 LAB SAFETY SUPPLY P O BOX 5004 JANESVILLE WI 53547-5004									
48718	05/26/09	11410	LOS ANGELES COUNTY-REGIONAL ENVIRONMENTAL PLANNING	TREE PERMIT FEE	PV	97029	001 00752	1,389.00 5,546.00	051809
Alt Payee 6475 LAB SAFETY SUPPLY P O BOX 5004 JANESVILLE WI 53547-5004									
48719	05/26/09	9033	MAD SCIENCE OF LOS ANGELES	PERFORMANCE @SUMAC@BAY LAURELS720	PV	96964	001 00101	5,546.00 615.00 610.00	18361 18397
Alt Payee 6475 LAB SAFETY SUPPLY P O BOX 5004 JANESVILLE WI 53547-5004									
48720	05/26/09	16690	MAUREEN KANE & ASSOCIATES INC.	REGIST TTC SERIES400	PV	97023	001 00701	1,225.00 1,220.00	051409
INC. 6/16-6/19									
48721	05/26/09	2814	MCMASTER-CARR SUPPLY	COSUPL TRUCK#869 W/TOOLBV FREIGHT	PV	96994	001 00701	1,220.00 265.59 6.63 263.29	27770748 27770748 26333903
Alt Payee 3197 MC MASTER-CARR P. O. BOX 7690									

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CHICAGO IL 60680-7690									
48722	05/26/09	4415	MERLIN INFORMATION SERVICES	69-610 COLLECTION	PV	96967	001 00701	540.08	M0003324/050109
				PROC				1,725.00	
48723	05/26/09	14322	MILES CHEMICAL COMPANY, INC	FERRIC CHLORIDE	PV	96807	001 00701	6,872.24	1009917
				4/24/09 FERRIC CHLORIDE	PV	97075	001 00701	6,592.41	110709
				3/12/09 FERRIC CHLORIDE	PV	97079	001 00701	6,580.72	110823
48724	05/26/09	16276	MIRATECH CORPORATION	CONTROLLER & TERMINAL	PV	97005	001 00701	20,045.37	L09108
				BOARD				1,521.90	
				FREIGHT	PV	97005	003 00701	126.60	L09108
48725	05/26/09	2839	MOTION INDUSTRIES, INC.	MISC WLK SUPPL MAINT	PV	97001	001 00701	1,648.50	CA22-509366
				FHP SHEAVES;TRUFLEX	PV	97045	001 00701	65.85	CA22-509776
				BELT				45.35	
All Payee 10317 MOTION INDUSTRIES INC. FILE 57463 LOS ANGELES CA 90074-7463									
48726	05/26/09	2836	MWH LABORATORIES	MISC LAB ANALYSIS	PV	96947	001 00701	111.20	265953 LI
				MISC MAINT SUPPL	PV	97076	001 00701	1,700.00	
48727	05/26/09	2842	NAPA AUTO PARTS	RAD HOSE	PV	97077	001 00701	1,700.00	322337
				5/09 INTERIOR PLANT	PV	96995	001 00701	25.96	322439
48728	05/26/09	16754	NATURAL SURROUNDINGS	MAINT	PV			40.84	4526
				MAINT				66.80	
				REFD O/P ON CLOSED A/CPV	PV	96956	001 00101	235.00	
48729	05/26/09	9657	DAVID NGUYEN	MISC OFFICE SUPPLIES	PV	97070	001 00701	235.00	345066
				OFFICE	PV	97071	001 00701	195.79	
				SUPPLIES-FLASHDRIVE				195.79	
				OFFICE SUPPLIES-LABELS	PV	97072	001 00701	494.57	473102454-1
48730	05/26/09	2302	OFFICE DEPOT	MISC OFFICE SUPPLIES	PV	97073	001 00701	17.69	472775350-1
				CR RETURN-CLIPBOARD	PV	97074	001 00701	185.11	473654740-1
				16372 OLIN CORPORATION - CHLOR	PV	96805	001 00701	93.74	
48731	05/26/09	16372	OLIN CORPORATION - CHLOR	HYPOCHLORITE	PV			21.68	1145498
				ALKALI				769.43	
				5/5 SODIUM HYPOCHLORITE				3,769.64	1148113
								3,743.49	

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			Alt Payee 16373	5/07 SODIUM	PV	97034 001	00701	3,881.91	1148945
				HYPOCHLORITE					
				5/12 SODIUM	PV	97035 001	00701	3,860.38	1150034
				HYPOCHLORITE					
			OLIN CORPORATION - CHLOR ALKALI						
			BANK OF AMERICA						
			P.O. BOX 402766						
				PRG PMT#12 CENTRATE	PV	96984 001	00701	15,255.42	
48732	05/26/09	2882 PASCAL & LUDWIG	CONSTRUCTORS	TRMT				72,096.00	10378/#12
				10% RETENTION ON PMT#RD		96985 001	00754	7,209.60	10378/RTN#12
				WTR BUDGET	PV	96952 001	00701	64,886.40	
				NOTIFICATIONS				2,489.75	2198
				WTR BUDGET	PV	96953 001	00701	9,238.07	2197
				QUALITY LIGHT&MIX BED	PV	97009 001	00701	11,727.82	
48734	05/26/09	258S PURETEC		QUALITY LIGHT&MIX BED	PV	97009 002	00701	41.52	928412
				5/09 14" D.I. RENTAL	PV	97011 001	00701	71.98	928412
				5/09 14" D.I. RENTAL	PV	97015 001	00701	89.00	929841
				4/09 BOILER WTR TRMT	PV	97016 001	00701	20.00	930008
				REPR KIT FOR PS4000	PV	97006 001	00701	303.80	925277
				REPR PS4000 ACTUATOR	PV	97007 001	00701	526.30	
48735	05/26/09	8450 R & B AUTOMATION, INC.		REFD DEPOSIT ON CLOSEBY		97047 001	00101	612.65	10143668
				A/C				1,320.00	10143672
				INTEREST/855 STUNT RD	PV	97048 001	00101	1,932.65	994278
				PRG PMT#2 INDIAN HILLS	PV	96975 001	00701	283.13	994278/INT
				TNK				51.47	10407/#2
48737	05/26/09	16944 RPI COATING INC.		10% RETENTION ON PMT#RD		96976 001	00754	334.60	
				5/09 LANDSCAPE MAINT	PV	97032 001	00701	9,800.00	10407/#2
				CA WSTWTR CLIMATE	PV	97013 001	00751	980.00	10407/RTN#2
				CHANGE				8,820.00	4604
48738	05/26/09	9930 SAVANNA LANDSCAPE		CA WSTWTR CLIMATE	PV	97013 001	00751	325.00	
				CHANGE				325.00	051409
48739	05/26/09	2926 SCAP		BANNER/COMMUNITY	PV	96968 001	00751	1,000.00	
				CMPST@RLY				1,000.00	2740
48740	05/26/09	8478 SOLO GRAPHICS						185.73	

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Co	Amount	Invoice Number
48741	05/26/09	8645	SOUTHERN CALIFORNIA TROPICRY COMPANY	AWRD 20YRS-D.GRUBB/		96948	001 00751	185.73	040433-09
				Payment Amount				149.13	
				PKG HND & UPS	PV	96948	002 00751	14.43	040433-09
				SRV AWRD	PV	96949	001 00701	68.83	050157-09
				5YRS-M.HAMILTON					
				PKG HND & UPS	PV	96949	002 00701	11.64	050157-09
				Payment Amount				244.03	
48742	05/26/09	11430	SPIESS CONSTRUCTION	PRG PMT#2 WOOLSEY TNRV		96978	001 00701	34,370.00	10360#2
				10% RETENTION ON PMT#2D		96979	001 00301	3,437.00	10360/RTN#2
				PRG PMT#1 BNR PHASE2	PV	96981	001 00701	210,684.00	10415#1
				10% RETENTION ON PMT#RD		96983	001 00754	21,068.40	10415/RTN#1
				Payment Amount				220,548.60	
48743	05/26/09	10044	STEVE JOHNSON PAINTING, INC.	IMPROVE THE APPEARANCE		96809	001 00701	735.00	2541
				P/S					
48744	05/26/09	7006	TRANSCAT	MILLIAMP SIGNAL METER	PV	97049	001 00701	735.00	327554
			Alt Payee	7896 TRANSCAT					
				23698 NETWORK PLACE					
				CHICAGO IL 60673-1236					
				Payment Amount				444.20	
48745	05/26/09	3006	UNDERGROUND SERVICE ALE	NEW TICKETS	PV	97026	001 00701	228.00	420090375
				Payment Amount				228.00	
48746	05/26/09	2780	VALLEY NEWS GROUP	WTR BUDGET WKSHOP	PV	96823	001 00101	240.00	043009
				AD:4/30					
				WTR BUDGET WKSHOP	PV	97014	001 00101	240.00	050709
				AD:5/7					
				Payment Amount				480.00	
48747	05/26/09	2436	VINCE BARNES AUTOMOTIVE	VEHICLE MAINT#836	PV	96999	001 00701	563.38	017003
				Payment Amount				563.38	
48748	05/26/09	2729	VULCAN MATERIALS CO.	4/24 HOT MIX ASPHALT	PV	96804	001 00701	1,914.16	474129
			Alt Payee	6457 VULCAN MATERIALS COMPANY					
				FILE 55572					
				LOS ANGELES CA 90074-5572					
				Payment Amount				1,914.16	
48749	05/26/09	3035	VWR SCIENTIFIC	POTASSIUM IODATE 500G	PV	96808	001 00701	815.84	38029666
				FREIGHT	PV	96808	002 00701	4.91	38029666
				MISC LAB SUPPL	PV	97012	001 00701	451.08	38104326
				FREIGHT	PV	97012	005 00701	36.00	38104326
			Alt Payee						

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Payment Number	Date	Address Number	Name	Payment Sub Message	TY	Document Number	Key Co	Amount	Invoice Number
			3216 VWR INTERNATIONAL, INC						
			P. O. BOX 31001-1257						
			PASADENA CA 91110-1257						
				Payment Amount				1,307.83	
48750	05/26/09	3109 W. LITTEN		SRV 4/26-5/2/09 RANCHO	PV	96820 001 00701		4,635.00	03201286
				SRV 5/3-5/9 RANCHO	PV	97000 001 00701		4,394.50	03201287
				Payment Amount				9,029.50	
48751	05/26/09	3037 WAITE BROS. PLUMBING		REMOVE 2 BLOCKAGES	PV	96938 001 00701		125.00	35183
				REPR OVERFLOWING	PV	96939 001 00701		235.00	35192
				Payment Amount				360.00	
48752	05/26/09	3048 WEST COAST AIR CONDITIONING		REPR A/C @ TAPIA	PV	96997 001 00701		286.75	S18535
				REPR A/C @ BLDG 7	PV	96998 001 00701		141.25	S18647
				Payment Amount				428.00	
48753	05/26/09	3049 WEST COAST WATER SERVICES		WTR TRMT MAINT	PV	97030 001 00701		278.00	18990
			INC						
				Payment Amount				278.00	
48754	05/26/09	13486 WILDLIFE MANAGEMENT		4/09 PEST CNTRL	PV	97027 001 00701		155.00	7766
			PROFESSIONALS						
				4/09 PEST CNTRL	PV	97027 003 00701		215.00	7766
				4/09 PEST CNTRL	PV	97027 005 00701		295.00	7766
				Payment Amount				665.00	
48755	05/26/09	17115 PHYLLIS ZIA		REFD O/P ON CLOSED A/CPV		96959 001 00101		114.06	660346A
				Payment Amount				114.06	
				Total Amount of Payments Written				515,685.80	
				Total Number of Payments Written				74	

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48651	05/19/09	2317	ACORN NEWSPAPER	4/23 AD-RES 04-09-2388	PV	96824	001 00701	100.00	M-0263/04-09-2388
				Payment Amount				100.00	
48652	05/19/09	17077	AECOM USA, INC.	1/3-2/6 BNR-CPS STRT-UP PV	PV	97018	001 00701	6,083.43	7049277
				ASSIST					
				Payment Amount				6,083.43	
48653	05/19/09	15940	AMERICAN RED CROSS	4/16 CPR/1ST AID	PV	96996	001 00701	812.00	26719
				TRNG-14 ATTD					
				Payment Amount				812.00	
48654	05/19/09	2526	APPLIED INDUSTRIAL TECHNOLOGIES	1-1/4" STAINLESS STEEL	PV	96797	001 00701	584.42	85969283
				PIPE SW					
				Payment Amount				584.42	
			All Payee	3180 APPLIED INDUSTRIAL TECHNOLOGIES					
				P. O. BOX 100538					
				PASADENA CA 91189-0538					
48655	05/19/09	7963	ASPEN PUBLISHERS, INC.	6/09-5/10 PAYROLL MGR	PV	97002	001 00701	331.00	59824646
				LTR					
				Payment Amount				331.00	
48656	05/19/09	2869	AT&T	SRV 5/5-6/4/09	PV	96989	001 00101	27.64	9054/050509
				SRV 4/15--5/14/09	PV	96990	001 00701	663.20	6469
				L-RENGER'S 5/5-6/4	PV	96991	001 00701	32.33	0186/050509
				Payment Amount				723.17	
48657	05/19/09	7965	B&B PALLET CO.	125YDS WOOD CHIPS 1"	PV	96798	001 00701	1,302.50	102103
				125YDS WOOD CHIPS 1"	PV	96799	001 00701	1,302.50	102104
				125YDS WOOD CHIPS 1"	PV	96800	001 00701	1,302.50	102105
				125YDS WOOD CHIPS 1"	PV	96801	001 00701	1,302.50	102106
				125YDS WOOD CHIPS 1"	PV	96802	001 00701	1,302.50	102107
				125YDS WOOD CHIPS 1"	PV	96803	001 00701	1,302.50	102108
				INV 101923 CR	PD	96806	001 00751	156.30-	102182
				CORRECTION					
				Payment Amount				7,658.70	
48658	05/19/09	4490	CALIFORNIA URBAN WATER CONS. COUNCIL	2009 MEMBERSHIP DUES	PV	97019	001 00701	1,820.68	4284
				Payment Amount				1,820.68	
48659	05/19/09	16677	CEMEX INC.	(20) Y03 CONCRETE	PV	96828	001 00701	1,496.74	9417055398
				SLURRY					
				Payment Amount				1,496.74	
48660	05/19/09	15925	CORTECH ENGINEERING, INC.	316 SS SUBMERSIBLE PUMPH	PV	96825	001 00701	1,693.38	36537
				FREIGHT	PV	96825	002 00701	39.82	36537
				Payment Amount				1,733.20	
48661	05/19/09	2834	DIAL COMMUNICATIONS SERVICES	RADIO MAINTENANCE	CPV	96915	001 00701	1,537.00	25776

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48662	05/19/09	11330	DIAL SECURITY	5/09 SECURITY SRV-HQ	PV	96925	001 00701	230.00	105504
				5/09 SECURITY SRV-TAPIPV	PV	96926	001 00701	45.00	105505
				5/09 SECURITY SRV-RLV	PV	96927	001 00701	80.00	105506
				5/09 SECURITY SRV-RLV	PV	96928	001 00701	35.00	105507
				FARM					
				5/09 SECURITY SRV-WLK	PV	96929	001 00701	70.00	105508
				5/09 SECURITY SRV-WLK	PV	96930	001 00701	35.00	105509
				PS					
				MISC INV PARTS	PV	96792	001 00701	495.00	117196
48663	05/19/09	2654	FAMCON PIPE	IS 5/8 FEDEX DELIVERY	PV	97020	001 00701	65.40	9-186-73485
48664	05/19/09	2658	FEDERAL EXPRESS CORP	WTR BUDGET POSTCARD\$V	PV	97021	001 00101	374.73	42950003945
48665	05/19/09	4896	FEDEX OFFICE	5/09 DISP HQ & SHOP	PV	96916	001 00701	637.72	2465886-0283-8
48666	05/19/09	6770	G.I. INDUSTRIES	5/09 DISP RLV FARM	PV	96919	001 00701	79.72	2465885-0283-0
				5/09 DISP RLV	PV	96920	001 00701	79.72	2465884-0283-3
				5/09 DISP WLK	PV	96921	001 00701	180.37	2280265-0283-8
				5/09 DISP TAPIA	PV	96922	001 00701	304.38	2434708-0283-2
				5/09 DISP	PV	96934	001 00701	225.46	2434709-0283-0
				TAPIA-RAGS/GRIT					
				G.I. INDUSTRIES					
				P. O. BOX 541065					
				LOS ANGELES CA 90054-1065					
48667	05/19/09	7251	GPM	REMOVE AND REPLACE ASPHALT	PV	96827	001 00701	4,240.00	3645
48668	05/19/09	15694	ITEC OF SAPIENT SOLUTION	4/21-24 MENTOR/MENTEE PRGRM	PV	96794	001 00701	3,402.94	050609
				4/13-18 MENTOR/MENTEE PRGRM	PV	96795	001 00701	1,234.05	042709
48669	05/19/09	2889	J G POLLARD CO	1"82" COPPER TUBE	PV	97004	001 00701	580.30	1247589-IN
				ROUNDER					
				FREIGHT	PV	97004	003 00701	40.66	1247589-IN
48670	05/19/09	3083	JCI JONES CHEMICALS, INC	SODIUM BISULFITE	PV	96826	001 00701	8,116.05	428082



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4435GALS										
JCI JONES CHEMICALS, INC BIN #920020 P. O. BOX 29426										
48671	05/19/09	2611 LA DWP		13647	SRV 9/9/08-4/30/09	PV	97042 001 00101		8,116.05 19.00	24503/043009
Payment Amount										
48672	05/19/09	3352 LAS VIRGENES MUNICIPAL WATER DISTRICT			WLK P/S 2/18-4/20	PV	96821 001 00101		19.00 240.84	0907/042009
Payment Amount										
WLK P/S 2/18-4/20										
RWPS PUMPS 2/26-4/28										
HQ BLDG#8 2/26-4/28										
HQ BLDG 2/26-4/28										
TAPIA CENTRATE										
3/31-4/28										
Payment Amount										
48673	05/19/09	17139 JOAN LEVINTHAL, R.D.			NUTRITION PRESENTATION	PV	96793 001 00701		1,323.91 100.00	042909
4/29										
Payment Amount										
48674	05/19/09	16244 LIBERTY PROCESS EQUIPMENT INC.			REBUILD PARTS-MOYNO PUMP	PV	97017 001 00701		100.00 10,536.00	0033477-IN
Payment Amount										
48675	05/19/09	2886 PITNEY BOWES INC.			5/20-8/20 LEASE SCHE	PV	96931 001 00701		10,536.00 2,084.50	8096316-AP09
01&02										
Payment Amount										
48676	05/19/09	4791 SANDRA SCHMIDT			REIMB MILG-M K INVESTM	PV	97031 001 00701		2,084.50 23.10	030309
SEM3/3										
REIMB MILG-BOND BUYER CONF 4/30										
Payment Amount										
48677	05/19/09	2957 SOUTHERN CALIFORNIA EDISON			CONDUIT 3/24-4/22	PV	96841 001 00101		50.60 139.82	1313-55/042209
LATTIGO CYN 3/23-4/22										
SADDLE TREE 3/17-4/15										
RECTIFIER 3/23-4/21										
HQ/OPNS 3/19-4/20										
HQ/OPNS 3/19-4/20										
CONDUIT 3/24-4/22										
RECTIFIER 3/24-4/23										
WOOLSEY TANK 3/9-4/7										
L/S#2 SEWER 3/18-4/20										
Payment Amount										
17.49										
1,458.09										
874.00										
21.90										
18.22										
16.25										
3,634.82										

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BOX CYN 3/30-4/30	PV	96853	001 00101		PV	96853	001 00101	19.40	4368-41/043009
WARNER 3/30-4/29	PV	96854	001 00101		PV	96854	001 00101	3,609.02	4368-44/042909
SEMINOLE 4/1-5/1	PV	96855	001 00101		PV	96855	001 00101	59.72	4368-47/050109
CORNELL 3/31-4/30	PV	96856	001 00101		PV	96856	001 00101	7,791.08	4368-49/043009
WLK PLNT 3/16-4/15	PV	96857	001 00101		PV	96857	001 00101	957.68	4368-52/041509
MALIBU SYPHN 3/18-4/17	PV	96858	001 00751		PV	96858	001 00751	17.69	4368-53/041709
JBR P/S 3/25-4/24	PV	96859	001 00101		PV	96859	001 00101	154.96	4368-54/042409
STUNT RD 3/11-4/13	PV	96860	001 00101		PV	96860	001 00101	3,067.84	4368-55/041309
TAPIA 3/31-4/30	PV	96861	001 00751		PV	96861	001 00751	79,892.30	4368-56/043009
CORNELLARGOS 3/24-4/28V	PV	96862	001 00101		PV	96862	001 00101	47.13	4368-57/042309
3 SPNG 3/16-4/14	PV	96863	001 00101		PV	96863	001 00101	587.93	4368-58/041409
KIMBERLY 3/25-4/24	PV	96864	001 00101		PV	96864	001 00101	749.34	4368-59/042409
RLV CNTRL 3/19-4/20	PV	96865	001 00751		PV	96865	001 00751	849.90	4368-60/042009
CENTRAL CYN 3/19-4/20	PD	96866	001 00751		PD	96866	001 00751	341.18	4368-61/042009
NO CYN IRRGTN 3/19-4/20PV	PV	96867	001 00751		PV	96867	001 00751	269.63	4368-62/042009
DARDENNE 3/20-4/21	PV	96868	001 00101		PV	96868	001 00101	676.46	4368-64/042109
MULWOOD 3/20-4/21	PV	96869	001 00101		PV	96869	001 00101	3,434.10	4368-65/042109
EQUESTRIAN 3/17-4/15	PV	96870	001 00101		PV	96870	001 00101	50.98	4368-67/041509
MTN GATE 3/20-4/21	PV	96871	001 00101		PV	96871	001 00101	1,026.46	6316-49/042109
MORRISON 3/26-4/27	PV	96872	001 00101		PV	96872	001 00101	24.08	8383-31/042709
AGOURA 3/25-4/24	PV	96873	001 00101		PV	96873	001 00101	703.94	2515-69/042409
WLK P/S 4/1-5/1	PV	96874	001 00101		PV	96874	001 00101	18.93	2683-53/050109
MCCOY P/S 3/20-4/21	PV	96875	001 00101		PV	96875	001 00101	7,000.88	2782-42/042109
CLBS -LV-2 3/31-4/30	PV	96876	001 00101		PV	96876	001 00101	3,858.30	3395-85/043009
WLK P/S 3/31-4/30	PV	96877	001 00101		PV	96877	001 00101	520.99	3977-87/043009
OPNS BLDG3/25-4/24	PV	96878	001 00701		PV	96878	001 00701	1,998.15	3977-89/042409
L/S#1 SEWER 3/23-4/22	PV	96879	001 00130		PV	96879	001 00130	5,138.38	3977-91/042209
COLD CYN 3/20-4/21	PV	96881	001 00101		PV	96881	001 00101	5,231.97	7651-90/042109
JED SMITH 3/23-4/22	PV	96883	001 00101		PV	96883	001 00101	4,253.37	6723-62/042209
CORDILLERA 3/19-4/20	PV	96884	001 00751		PV	96884	001 00751	20.97	8528-86/042009
RLV COMPOST 3/25-4/24	PV	96885	001 00751		PV	96885	001 00751	23,051.07	5165-46/042409
WLK-FOXFIELD 3/17-4/16	PV	96886	001 00751		PV	96886	001 00751	94.66	7717-31/041609
ANODE WELL 3/18-4/20	PV	96887	001 00101		PV	96887	001 00101	19.77	4996-99/042009
OAKRIDGE 3/19-4/20	PV	96888	001 00101		PV	96888	001 00101	578.32	2165-89/042009
RLV FARM 3/25-4/24	PV	96889	001 00751		PV	96889	001 00751	154.53	5716-44/042409
PK BELMONT 3/19-4/20	PV	96890	001 00701		PV	96890	001 00701	29.85	9284-79/042009
HQ/PKRG 3/19-4/20	PV	96891	001 00701		PV	96891	001 00701	1,021.82	6149-28/042009
HQ CHILLER 3/19-4/20	PV	96892	001 00701		PV	96892	001 00701	2,245.28	6534-73/042009
HQ MAIN 3/19-4/20	PV	96893	001 00701		PV	96893	001 00701	3,923.79	6634-32/042009
RECTIFIER 3/19-4/17	PV	96894	001 00101		PV	96894	001 00101	17.14	2219-92/041709
005 DISCHRG 3/20-4/20	PV	96895	001 00751		PV	96895	001 00751	22.90	5375-87/042009

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				SEMINOLE 3/18-4/17	PV	96896 001 00101		10,838.87	7025-53/041709
				MULLWOOD 3/19-4/20	PV	96897 001 00101		20.93	9781-34/042009
				UPR TWIN LAKES 4/1-5/1	PV	96899 001 00101		21.15	5155-72/050109
				UPR TWIN LAKES 4/1-5/1	PV	96900 001 00101		731.24	5155-97/050109
				UPR OAK/PKWY 3/20-4/21	PV	96901 001 00101		9.58	9819-04/042109
				UPR OAK/PKWY 3/20-4/21	PV	96901 002 00101		9.57	9819-04/042109
				PKWY CLBS 3/20-4/21	PV	96902 001 00102		739.76	9189-53/042109
				UPR/LWR OAKS 3/19-4/20	PV	96903 001 00101		21.53	9819-99/042009
				LWR OAKS 3/20-4/20	PV	96904 001 00101		28.60	3747-36/042009
				RWPS PUMPS 3/19-4/20	PV	96906 001 00751		45,886.62	4500-42/042009
				RANCHVIEW 3/24-4/23	PV	96907 001 00101		448.66	8169-85/042309
				TAPIA PLNT 4/1-5/1	PV	96908 001 00751		2,312.45	8839-77/050109
				CORNELL 3/31-4/30	PV	96910 001 00101		200.00	4368-49/043009
				DARDENNE 3/20-4/21	PD	96911 001 00101		2.51-	4368-64/042109
				MORRISON 3/26-4/27	PV	96912 001 00751		161.91	7173-76/042709
				UPR/LWR OAKS 3/19-4/20	PV	96913 001 00101		2,640.21	8169-54/042009
				Payment Amount				233,617.46	
48678	05/19/09	2958 SOUTHERN CALIFORNIA GAS		DBR P/S 4/6-5/5	PV	96987 001 00101		10.40	1200/050509
				WLK P/S 4/1-5/1	PV	96988 001 00101		50.00	9400/050109
				Payment Amount				60.40	
48679	05/19/09	8212 STANSBERY'S WELDING		REPR WTR MAIN@CORNEEV		96932 001 00701		425.00	1594
				Payment Amount				425.00	
48680	05/19/09	3429 UNITED PARCEL SERVICE		SRV 4/18-5/9/09	PV	97038 001 00701		107.89	000025W020199
				Payment Amount				107.89	
48681	05/19/09	3011 UNITED SPECIALTIES		WDSHLD WASHER	PV	96935 001 00701		484.73	80414
				CONCENTRATE					
				Payment Amount				484.73	
				Total Amount of Payments Written				293,036.83	
				Total Number of Payments Written					31

Batch Number - 194854  
 Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Doc Ty	Document Number	Key Co	Amount	Invoice Number
48600	05/12/09	17147	DMITRY AGRANOVICH	TOILET REBATES/TOILETBV Payment Amount		96709 001 00101		560.00	35623
48601	05/12/09	2526	APPLIED INDUSTRIAL TECHNOLOGIES	REPAIR OF ALLEN BRADLEY SLC500		96833 001 00701		377.16	80241710
			Alt Payee 3180 APPLIED INDUSTRIAL TECHNOLOGIES P. O. BOX 100538 PASADENA CA 91189-0538						
48602	05/12/09	2397	AQUATIC BIOASSAY & CONSULTING	BIOASSESSMENT TAXONOMY/RPT SP08	PV	96814 001 00751		17,237.00	LV50390.377
48603	05/12/09	17155	HELEN ARABANOS	WASHER REBATE/1 WASHER		96731 001 00101		85.00	61731
48604	05/12/09	7961	ASCO SERVICES, INC.	TESTING & LOGIC UPGRAD Payment Amount		96760 001 00701		1,152.76	588027
48605	05/12/09	2869	AT&T	SRV 4/25-5/24/09 Payment Amount	PV	96752 001 00101		24.38	0192/042509
48606	05/12/09	17148	RICHARD BEVANDO	TOILET REBATES/1TOILET Payment Amount		96711 001 00101		100.00	40415
48607	05/12/09	5376	CALIFORNIA ELECTRIC SUPPLY	WLEC 2/LAMP T8 32W NEMA3R HNG CVR BOX ILSCO=PBT34,INS TAP CONN HEATER ELEMENTS,PB FL HD 75VA TFMR STNLS DEEP/SHALLOW STRUT	PV	96779 001 00701		418.65	8997-691174
			Alt Payee 5451 CALIFORNIA ELECTRIC SUPPLY P.O. BOX 14196 ORANGE CA 92863			96781 001 00701		69.70	8997-691368
						96783 001 00701		367.44	8997-691332
						96785 001 00701		299.10	8997-691820
						96786 001 00701		108.23	8997-691823
						96787 001 00701		839.39	8997-691963
48608	05/12/09	17165	CANWOOD CORPORATE CENTER III LLC	UNUSED PREPD DE Payment Amount	DEPV	96880 001 00701		2,102.51	C2920950
						96882 001 00701		3,847.85	C2920950/INT
48609	05/12/09	2513	CAPCO ANALYTICAL SERVICES	AB ANALYSIS-FUEL GAS/SULFUR Payment Amount	PV	96836 001 00701		4,201.62	090918
48610	05/12/09	2539	CITY OF SIMI VALLEY	PURCH WTR 2/19-4/22 Payment Amount	PV	96766 001 00101		396.25	0091179396
								7,043.36	

Batch Number - 194854  
 Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Ty	Document Number	Key Co	Amount	Invoice Number
48611	05/12/09	2557	COMBAT FIRE PROTECTION	WTR SRV CHRZGZ/19-4/22 PV	96767	001	00101	295.81	0091179388
				Payment Amount				7,339.17	
				ANLN INSPECTN-FIRE	PV	96834	001 00701	1,219.08	37765
				EXTINGSHRS					
				ANLN INSPECTN-FIRE	PV	96834	003 00701	1,219.06	37765
				EXTINGSHRS					
				ANLN INSPECTN-FIRE	PV	96834	004 00701	609.53	37765
				EXTINGSHRS					
				Payment Amount				3,047.67	
48612	05/12/09	2565	CONEJO AWARDS	NAME PLATES-POSTER	PV	96753	001 00101	109.33	70208
				CNTST					
				ENGRAVE CLOCK-S0TH	PV	96756	001 00701	20.00	70230
				ANNIV					
				NAME PLATE-CARLOS REYES	PV	96757	001 00701	16.24	70231
				5 NAME BADGES-PBLC MTESS	PV	96758	001 00701	67.66	70285
				Payment Amount				213.23	
48613	05/12/09	8569	CONSTRUCTION FABRICATORS INC.	PMT-TVAR 88 LINERSPV	96837	001	00701	7,619.00	10458
				50% PMT-18"X85'	PV	96838	001 00701	8,645.50	10457
				CONVEYOR SCREW					
				Payment Amount				16,264.50	
48614	05/12/09	16303	DUDEK	2/28-3/27 PERMITTING	PV	96815	001 00701	2,038.75	20091004
				2/28-3/27 OAK TREE	PV	96817	001 00701	7,945.78	20091012
				PERMIT					
				Payment Amount				9,984.53	
48615	05/12/09	2658	FEDERAL EXPRESS CORP	IS 5/1 FEDEX DELIVERY	PV	96813	001 00701	62.35	9-178-53523
				Payment Amount				62.35	
48616	05/12/09	15793	FLEMING ENVIRONMENTAL	ING/09 DOP-UST SITE VISIT	PV	96761	001 00701	90.00	5216
				Payment Amount				90.00	
48617	05/12/09	17156	MARLA GILLESPIE	WASHER REBATE/1 WASHER	96732	001	00101	85.00	46845
				Payment Amount				85.00	
48618	05/12/09	17149	JEREMIAH GOIKE	TOILET REBATES/	PV	96716	001 00101	200.00	42520
				2TOILETS					
				Payment Amount				200.00	
48619	05/12/09	16057	H.F. SCIENTIFIC, INC	PH BUFFER SOLUTION FORV	96769	001	00701	562.90	00160707
				CL2					
				FREIGHT	PV	96769	002 00701	230.00	00160707
				Payment Amount				792.90	
48620	05/12/09	12142	SANDY HERNANDEZ	REIMB MLG-LBR LAW CONFV	96778	001	00701	99.00	050609
				3/26-27					
				Payment Amount				99.00	

Batch Number - 194854

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Key Number	Co	Amount	Invoice Number
48621	05/12/09	17150	ASHLEY HOWDEN	TOILET REBATES/1TOILET	PV	96718	001 00101	100.00	27154
				Payment Amount				100.00	
48622	05/12/09	16566	MICHAEL/CORLISS KRIVOV	TOILET REBATES/1TOILET	PV	96708	001 00101	100.00	46846-T
				Payment Amount				100.00	
48623	05/12/09	2611	LA DWP	RECTIFIER 3/25-4/24	PV	96762	001 00101	16.88	06901/042409
				RECTIFIER 3/25-4/23	PV	96763	001 00101	18.99	08345/042309
				Payment Amount				35.87	
48624	05/12/09	17157	MONICA LARSON	WASHER REBATE/1 WASHER	PV	96733	001 00101	85.00	41889
				Payment Amount				85.00	
48625	05/12/09	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	EQUESTRIAN 2/13-4/14	PV	96768	001 00101	409.61	0896/041409
				Payment Amount				409.61	
48626	05/12/09	17151	WILLIAM LAWLER	TOILET REBATES/1TOILET	PV	96715	001 00101	100.00	10717
				Payment Amount				100.00	
48627	05/12/09	17158	KATHY McBEAN	WASHER REBATE/1 WASHER	PV	96734	001 00101	85.00	40177
				Payment Amount				85.00	
48628	05/12/09	11933	MALIBU CANYON DEVELOPMENT	REBATE MAIN EXT AGREEMENT	PV	96784	001 00701	31,597.89	4455-043-002
				Payment Amount				31,597.89	
48629	05/12/09	6262	RICHARD MASSOTH	REBATE/1 IRRIGTN CNTR	PV	96727	001 00101	80.00	45267
				Payment Amount				80.00	
48630	05/12/09	17152	MAUREEN MOORHOUSE	TOILET REBATES/2TOILETS	PV	96719	001 00101	280.00	13722
				Payment Amount				280.00	
48631	05/12/09	17159	ROBERT NOVAK	WASHER REBATE/1 WASHER	PV	96737	001 00101	85.00	44807
				Payment Amount				85.00	
48632	05/12/09	2302	OFFICE DEPOT	MISC OFFICE SUPPLIES	PV	96770	001 00701	472.32	469468223-1
				OFFICE SUPPLIES	PV	96771	001 00701	13.43	469468092-1
				OFFICE SUPPLIES	PV	96772	001 00701	30.53	468921906-1
				OFFICE SUPPLIES	PV	96773	001 00701	43.29	468854503-1
				MISC OFFICE SUPPLIES	PV	96788	001 00701	158.79	469985043-1
				OFFICE SUPPLIES-COFFEE	PV	96789	001 00701	75.72	469985101-1
				MISC OFFICE SUPPLIES	PV	96790	001 00701	796.36	470836759-1
				MISC OFFICE SUPPLIES	PV	96791	001 00701	370.35	471551539-1
				Payment Amount				1,960.79	
48633	05/12/09	3381	P.O.W.E.R.	MEMBERSHIP RENWL	PV	96839	001 00701	1,000.00	042209
				2008-2009				1,000.00	
				Payment Amount				1,000.00	
48634	05/12/09	16756	PENELOPE B. GRENOBLE, INC	2/18 POPULAR BUDGET	PV	96204	001 00701	380.00	040209
				2/9-3/19 ORAL HISTORY	PV	96205	001 00701	8,787.50	040209
				50TH ANN				8,787.50	
				Payment Amount				9,167.50	

Las Virgenes Municipal Water  
A/P Auto Payment Register

Batch Number - 194854  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Co	Amount	Invoice Number
48635	05/12/09	3110	GLEN PETERSON	WASHER REBATE/1 WASHER Payment Amount		96729	001 00101	85.00	10966
48636	05/12/09	17160	GWEN REED	WASHER REBATE/1 WASHER Payment Amount		96738	001 00101	85.00	49094
48637	05/12/09	6940	SECTRAN SECURITY, INC.	5/09 COURIER SRV Payment Amount	PV	96782	001 00701	281.19	9050401
48638	05/12/09	17161	JEFF SHERMAN	WASHER REBATE/1 WASHER Payment Amount		96739	001 00101	85.00	18732
48639	05/12/09	17153	IGAL SHIDLOVSKY	TOILET REBATES/ 2TOILETS Payment Amount	PV	96720	001 00101	200.00	18835
48640	05/12/09	2969	STATE WATER RESOURCES CONTROL BOARD	ANN'L GRDWTR/ WLK WELL#1 Payment Amount	PV	96754	001 00751	115.00	G193441/050409
48641	05/12/09	7022	MARY ELLEN STROTE	ANN'L GRDWTR/ WLK WELL#2 Payment Amount	PV	96755	001 00751	115.00	G193442/050409
48642	05/12/09	17162	A. TRAVER	WASHER REBATE/1 WASHER Payment Amount		96730	001 00101	85.00	27096
48643	05/12/09	15510	US LEGAL SUPPORT	WASHER REBATE/1 WASHER Payment Amount		96740	001 00101	85.00	59110
48644	05/12/09	17163	US REAL ESTATE CORP	TRANSCRIPT SRV 3/18/09 PV TRANSCRIPT SRV 3/20/09 PV TRANSCRIPT SRV 3/24/09 PV VIDEO TAPE SRV 3/18/09 PV VIDEO TAPE SRV 3/20/09 PV VIDEO TAPE SRV 3/24/09 PV Payment Amount		96742	001 00701	85.00	241016
48645	05/12/09	13326	VILLA ESPERANZA SERVICES	4/09 LANDSCAPE MAINT 4/09 LANDSCAPE MAINT 4/09 LANDSCAPE MAINT 4/09 LANDSCAPE MAINT 3/09 LANDSCAPE MAINT 3/09 LANDSCAPE MAINT 3/09 LANDSCAPE MAINT 3/09 LANDSCAPE MAINT Payment Amount	PV	96780	001 00701	1,305.15	241174
48646	05/12/09	17154	JAY WAGMAN	TOILET REBATES/ 1TOILET Payment Amount	PV	96721	001 00101	100.00	9330
48647	05/12/09	3025	WATER & SANITATION	PURCH WTR 3/19-4/21 Payment Amount	PV	96764	001 00101	18,268.50	173005006/042709

Batch Number - 194854  
 Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Key Co	Amount	Invoice Number
SRV./VENTURA COUNTY								
48648	05/12/09	3354	WESTFALL MANUFACTURING	00FILTER SEPTUMS@WLJRV	96818	001 00701	18,268.50	6623
				Payment Amount			29,359.00	
48649	05/12/09	3507	WORDLAND	4/1/09-3/31/10 PRINTER MAINT	PV	96796 001 00701	3,400.00	54963
				Payment Amount			3,400.00	
48650	05/12/09	3067	XEROX CORPORATION	WCP123-WLK/PMT#29-APRRV	96774	001 00701	167.78	040256185
				9			252.41	040256243
				WCP123-RLV/PMT#29-APRRV	96775	001 00701	722.09	040256186
				4590CP1ST	PV	96776 001 00701	664.79	040256187
				FL/PMT#21-APR'09				
				4590CP2ND	PV	96777 001 00701		
				FL/PMT#21-APR'09				
				Payment Amount			1,807.07	
				Total Amount of Payments Written			177,957.35	
				Total Number of Payments Written			51	



Date: May 13, 2009  
 To: John R. Mundy, General Manager  
 From: Finance and Administration Department  
 Subject: Investment Report for the Month of April 2009

**Summary of Investments**

Investments Maturing Within Six Months:

Disc./Cpn Rate	Yield To Maturity	Investment Type	Date Invested	Date Matures	Book Value	Par Value	Market Value	Market Value Source
3.220%	3.220%	FHLB-Bullet	10/30/08	10/30/09	1,000,000	1,000,000	1,013,750	Custodian
		Sub-Total			1,000,000	1,000,000	1,013,750	
<b>Investments Maturing After Six Months:</b>								
5.600%	5.600%	FHLB-Callable Coupon	06/30/06	06/30/11	1,000,000	1,000,000	1,008,130	Custodian
5.750%	5.750%	FHLMC-Callable Coupon	07/20/06	07/20/11	1,000,000	1,000,000	1,010,530	Custodian
5.150%	5.130%	FFCB-Coupon Note	09/06/06	12/06/10	1,000,820	1,000,000	1,061,560	Custodian
5.320%	5.320%	FHLB-Callable Coupon	09/08/06	09/08/11	1,000,000	1,000,000	1,015,940	Custodian
5.300%	5.300%	FHLB-Callable Coupon	09/28/06	09/28/11	1,000,000	1,000,000	1,018,440	Custodian
5.300%	5.300%	FHLB-Callable Coupon	11/09/06	11/09/11	1,000,000	1,000,000	1,023,440	Custodian
5.000%	5.000%	FHLMC-Callable Coupon	12/21/06	12/21/11	1,000,000	1,000,000	1,026,070	Custodian
5.200%	5.200%	FHLB-Callable Coupon	01/17/07	01/17/12	1,000,000	1,000,000	1,009,380	Custodian
5.400%	5.400%	FHLB-Callable Coupon	06/01/07	06/01/12	1,000,000	1,000,000	1,004,060	Custodian
5.625%	5.625%	FHLB-Callable Coupon	06/21/07	06/21/12	1,000,000	1,000,000	1,052,810	Custodian
5.400%	5.400%	FHLB-Callable Coupon	08/24/07	08/24/11	1,000,000	1,000,000	1,014,380	Custodian
5.000%	5.000%	FFCB-Callable Coupon	09/28/07	09/28/12	1,000,000	1,000,000	1,016,880	Custodian
5.125%	5.125%	FNMA-Callable Coupon	11/05/07	11/05/12	1,000,000	1,000,000	1,000,630	Custodian
3.750%	3.750%	FFCB-Callable Coupon	09/29/08	09/29/11	1,000,000	1,000,000	1,010,940	Custodian
4.250%	4.250%	FFCB-Callable Coupon	10/15/08	10/15/13	1,000,000	1,000,000	1,032,500	Custodian
4.150%	4.150%	FHLB-Callable Coupon	10/16/08	07/16/12	1,000,000	1,000,000	1,006,250	Custodian
4.250%	4.250%	FHLB-Callable Coupon	10/17/08	07/17/12	1,000,000	1,000,000	1,006,880	Custodian
4.000%	4.000%	FHLMC-Callable Coupon	10/24/08	07/28/11	1,000,000	1,000,000	1,006,800	Custodian
4.000%	4.000%	FHLB-Callable Coupon	10/27/08	04/27/12	1,000,000	1,000,000	1,015,630	Custodian
4.250%	4.268%	FNMA-Callable Coupon	10/29/08	06/24/11	999,500	1,000,000	1,005,310	Custodian
4.000%	4.000%	FFCB-Callable Coupon	11/03/08	05/03/12	1,000,000	1,000,000	1,014,380	Custodian
4.000%	4.000%	FNMA-Callable Coupon	11/10/08	08/10/12	1,000,000	1,000,000	1,000,630	Custodian
3.375%	3.375%	FFCB-Callable Coupon	11/18/08	11/18/11	1,000,000	1,000,000	1,011,250	Custodian
3.500%	3.500%	FNMA-Callable Coupon	11/20/08	11/17/11	1,000,000	1,000,000	1,011,880	Custodian
3.550%	3.550%	FNMA-Callable Coupon	11/28/08	11/28/11	1,000,000	1,000,000	1,001,880	Custodian
3.000%	3.000%	FHLB-Callable Coupon	12/29/08	12/29/11	1,000,000	1,000,000	1,010,630	Custodian
1.625%	1.625%	FHLB-Bullet	01/20/09	01/21/11	1,000,230	1,000,000	1,009,060	Custodian
2.000%	3.252%	FNMA-Callable Coupon	01/22/09	01/22/14	1,000,000	1,000,000	1,004,690	Custodian
2.100%	2.100%	FHLB-Bullet	01/23/09	01/23/12	1,000,000	1,000,000	1,010,310	Custodian
2.000%	2.000%	FNMA-Callable Coupon	01/27/09	01/27/12	995,000	1,000,000	1,002,810	Custodian
2.500%	2.500%	FNMA-Callable Coupon	02/17/09	02/17/12	1,000,000	1,000,000	1,009,690	Custodian

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LVMWD Investment Report for the Month Ending April 30, 2009

Disc./Cpn Rate	Yield To Maturity	Investment Type	Date Invested	Date Matures	Book Value	Par Value	Market Value	Market Value Source
<b>Investments Maturing After Six Months (continued):</b>								
2.470%	2.470%	FFCB-Callable Coupon	02/17/09	02/17/12	1,000,000	1,000,000	1,001,560	Custodian
2.450%	2.450%	FHLMC-Callable Coupon	02/17/09	02/17/12	1,000,000	1,000,000	1,005,600	Custodian
2.375%	2.375%	FHLMC-Callable Coupon	02/24/09	02/24/12	1,000,000	1,000,000	1,007,450	Custodian
2.250%	2.250%	FNMA-Callable Coupon	02/24/09	02/24/12	1,000,000	1,000,000	1,008,440	Custodian
2.625%	2.625%	FHLMC-Callable Coupon	02/27/09	02/27/12	1,000,000	1,000,000	1,001,240	Custodian
2.450%	2.450%	FHLB-Callable Coupon	02/27/09	02/27/12	1,000,000	1,000,000	1,004,380	Custodian
2.000%	2.000%	FNMA-Callable Coupon	03/02/09	03/02/11	1,999,500	2,000,000	2,011,880	Custodian
2.370%	2.370%	FFCB-Callable Coupon	03/02/09	03/02/12	2,000,000	2,000,000	2,008,120	Custodian
2.330%	2.330%	FNMA-Callable Coupon	03/05/09	02/24/12	1,000,000	1,000,000	1,003,440	Custodian
2.500%	2.500%	FHLB-Callable Coupon	03/09/09	03/09/12	1,000,000	1,000,000	1,001,560	Custodian
2.290%	2.290%	FFCB-Callable Coupon	03/09/09	03/09/12	1,000,000	1,000,000	1,002,190	Custodian
2.250%	2.254%	US Bancorp-TLGP Bond	03/13/09	03/13/12	999,880	1,000,000	1,003,980	Custodian
2.375%	2.375%	FNMA-Callable Coupon	03/23/09	03/23/12	1,000,000	1,000,000	1,004,690	Custodian
2% & Up <sup>2</sup>	2.491%	FNMA-Callable Coupon	03/23/09	03/23/12	1,000,000	1,000,000	1,004,060	Custodian
2.1% & Up <sup>3</sup>	2.692%	FNMA-Callable Coupon	03/30/09	03/30/12	1,000,000	1,000,000	1,002,810	Custodian
		Sub-Total			47,994,930	48,000,000	48,505,170	
		Total Investments			48,994,930	\$49,000,000	49,518,920	

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

1-CPNRT=2% to 1/10; 2.5% to 1/11; 3% to 1/12; 4% to 1/13 then to 5%. 2-CPNRT=2% to 9/10; thereafter 3%.

3-CPNRT=2.1% to 3/10; thereafter 3%.

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

	Amount Earned/Accrued	Current Yield
Refunding Revenue Bonds - Reserve Fund (Bank of New York/LAIF) Investments	\$5,138	1.610%
Local Agency Investment Fund (LAIF)	147,190	3.445%
HighMark US Treasury Money Market Fund	39,374	1.610%
Sweep Accounts (Wells Fargo Bank/Bank of New York)	0	0.020%
	7	0.010%
<b>Total Earnings</b>	<b>\$191,709</b>	

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

	Total Amount Invested	% of Total	Max. Limit Allowed
Refunding Revenue Bonds - Reserve Fund (Bank of New York/LAIF)	\$48,994,930	59.561%	no limit
HighMark US Treasury Money Market Fund (Union Bank)	3,877,580	4.714%	1 yr debt pmt.
Local Agency Investment Fund (LAIF)	40,182	0.049%	no limit
	29,347,305	35.676%	40,000,000
<b>Total</b>	<b>\$82,259,997</b>	<b>100.000%</b>	

(Note 2)

Note 1: The average weighted duration for investments, excluding LAIF, is 992 days, which is under the assumption that callable coupons will not be called and will be held until maturity.  
 Note 2: In April 2009, Joint Powers Authority's participation in investment is \$4,621,701.55, of which \$3,386,267.55 (or 73.27%) belongs to LV.

LVMWD Investment Report for the Month Ending April 30, 2009

**Bank Account Balances as of April 30, 2009:**

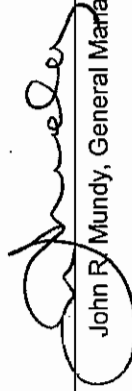
0.01	Account Type	Amount
	Well's Fargo Bank Checking	\$92,829 (Note 3)
	Well's Fargo Bank Sweep	850,576
	Bank of New York Money Market	950,184 (Fund is available for Debt Service Payment due on May 1, 2009)
	<b>Total</b>	<b>\$1,893,589</b>

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

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

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


Approved for May 26, 2009 Agenda:

  
 John R. Mundy, General Manager  
 5/14/09

I HEREBY CERTIFY THAT THE FOREGOING IS TRUE AND CORRECT  
 TO THE BEST OF MY KNOWLEDGE

\_\_\_\_\_  
 Jeff Smith, Treasurer

Date \_\_\_\_\_

  
 May 14, 2009



May 26, 2009 Board Meeting

TO: Board of Directors

FROM: Facilities and Operations

---

**Subject: Kimberly and Mulwood Tanks Renovation Project (2009)  
Approval of the Notice for Prequalification**

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### **SUMMARY**

On September 23, 2008, the Board rejected the sole bid received for the Four Tanks Renovation (Woolsey, Indian Hills, Mulwood and Kimberly) Project, on the grounds that it was non-competitive. The District proceeded with renovating just the critical components of Woolsey and Indian Hills tanks and divided the project into three separate contracts for seismic anchors installation, mechanical work, and painting work, in order to encourage bids from specialty contractors. The District awarded contracts on January 13, 2009 after receiving the normal number of bids. All work has been progressing successfully under the coordination of District staff and the project is expected to be completed by June 2009. District staff is now ready to continue with the renovation of the remaining tanks, Kimberly and Mulwood, budgeted for FY09-10. Due to current competitive construction market conditions, staff has reason to believe that multiple bids are very likely for the entire project without separating the components of the project into separate bid contracts. Staff is also recommending a pre-qualification process due to the specialty nature of the project, beginning with a Notice Inviting Pre-Qualification. This pre-qualification process ensures that contractors who submit a bid will have the needed technical and financial resources to complete large-scale and complex tank repair work. Staff will process the pre-qualification procedures with the help of AECOM, if needed. A proposal of \$23,124 from AECOM for professional services, including assistance during pre-qualification review, bidding, and construction for the project is also included for approval.

### **RECOMMENDATIONS**

- Approve the Notice Inviting Prequalification for the Kimberly and Mulwood Tanks Renovation Project (2009)
- Approve the proposal from AECOM for assistance during pre-qualification and bidding, and construction support services for \$23,124.00.

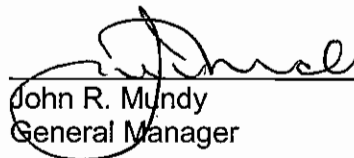
### **FINANCIAL IMPACT**

There is no financial impact associated with the approval of the Notice for Prequalification. AECOM will be compensated with the proposed FY09-10 budget of \$732,000 for the Kimberly and Mulwood tanks renovation. The proposed project schedule is as follows:

<u>Milestone</u>	<u>Completion Date</u>
Approve Notice Inviting Prequalification	26-May-09
First Advertisement	1-Jun-09
Second Advertisement	8-Jun-09
Last day to receive Pre-Qualification Statements	13-Jul-09
Board approval of plans & specs; approve list of prequalified contractors. Call for Bids, and authorize distribution of bid documents to prequalified contractors	25-Aug-09
Pre-bid meeting and Field Tour	8-Sep-09
Bid Opening (3:00 PM)	22-Sep-09
Award of contract	6-Oct-09
Estimated contract completion	8-Jun-10

Rommel M. Marzan, Associate Engineer, prepared this report.


5/14/09  
 \_\_\_\_\_  
 David R. Lippman <sup>118</sup> Date  
 Director of Facilities and Operations


5/14/09  
 \_\_\_\_\_  
 John R. Mundy Date  
 General Manager

Attachment A: AECOM Proposal

Attachment B: Contractors to be invited to the Prequalification Process

AECOM  
5851 Thille Street, Suite 201, Ventura, CA 93003 USA  
T 805.644.9704 F 805.642.8277 www.aecom.com

Mr. Rommel Marzan, PE  
Associate Engineer  
LAS VIRGENES MUNICIPAL WATER DISTRICT  
4232 Las Virgenes Road  
Calabasas, CA 91302

May 13, 2009

Dear Rommel,

**Subject: Proposal for Engineering Services  
Engineering Services for Two Tanks of the  
Four Tank Renovation Project 2008-09: Kimberly and Mulwood Tanks**

AECOM is pleased to provide this proposal for engineering services for completion of the Four Tank Renovation Project 2008-09 including support in the re-bid and construction phase services for the refurbishment of the Kimberly and Mulwood Tanks. AECOM proposes to perform these services in accordance with the provisions of our 2008-2009 Annual Agreement, dated July 1, 2008.

Our proposal is based on the following:

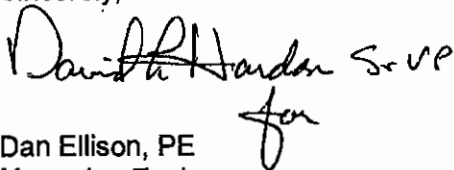
1. **Bid Documents.** Prepare bid documents for the mechanical and coating/lining refurbishment of the two subject tanks as a single construction contract. The previous coating evaluations, design work and documents from the earlier solicitation for the four tanks will be adapted for this new contract. Where appropriate, updates will be incorporated from reviewing addenda and responses to RFIs for the current tank refurbishments at the Indian Hill and Woolsey Tanks. With the design basically complete, a single review cycle is proposed at 100% completion for the District's review and comment.
2. **Final Submittal.** Revise and submit one proof set of drawings, specifications, and opinion of probable cost to address District comments. A final submittal of signed, sealed reproducible drawings will be provided with electronic copies of final bid documents. (The District will publish and advertise the bid.)
3. **Prequalifications.** AECOM will assist and support the District in the selection process for the prime contractor. The District will develop and distribute the prequalification questionnaire. AECOM will provide clarifications to the District in issues pertaining to the prequalification questionnaire.
4. **Bidding Services.** Attend Pre-Bid Conference and Bid Opening. Respond to questions and prepare up to two addenda.
5. **Construction Observations.** It is assumed that the District will oversee the day-to-day inspections performed by its own personnel. AECOM will provide limited construction observation services as follows:

- Boyle will visit the site to observe structural conditions, following the removal of coatings, and when requested by the District. Two site visits are anticipated.
  - These site visits may be coordinated with job-site meetings and the final job walk.
6. **Submittal Processing.** The District will be responsible for construction management / contract administration. However, AECOM will be responsible for processing and tracking technical submittals, including shop drawings and RFIs. AECOM's work will include logging the submittals, routing them to appropriate technical experts, coordinating the reviews, conferring with District personnel regarding their disposition, and periodically distributing the document logs.
  7. **Technical Reviews.** AECOM will review technical submittals, RFIs, and change orders related to the tank structure, coatings, temporary tank installation, and inlet/outlet piping modifications.
  8. **Other Meetings.** AECOM will attend the preconstruction meeting and one (1) job-site meeting.
  9. **Construction Closeout Activities.** At the conclusion of work, AECOM will prepare as-constructed drawings, based on the contractor's marked-up prints.

AECOM proposes to provide these services on a time-and-materials basis, in accordance with the terms of our annual agreement. The attached estimate provides a recommended authorization of \$20,849, and shows our assumptions regarding the level of effort that will be needed. As you know, the effort can vary greatly depending on the quality and attitude of the contractor that is awarded the work. If the required effort exceeds this estimate, additional authorization may be required. If there are any questions, please do not hesitate to call.

Upon notice to proceed, we will submit the 100% bid documents and prequalification questionnaire for the District's review within four (4) weeks or less.

Sincerely,

 Dan Ellison, PE  
Managing Engineer

Enclosure

P/N: F:\LVMWD\16364.02 - 4 Tank Site Imp 07-08\000\Proj\_Mgmt\Proposals\2009 Kimberly and Mulwood\Lr Proposal 2(4-16-09).doc

**Project Budget**

**Four Tank Renovation Project 2008-2009  
Complete Kimberly and Mulwood Tanks**

**Las Virgenes Municipal Water District**

Task Description	Personnel Hours					Budget		
	Principal Engineer	Associate Engineer	Designer/CADD Op	Clerical/Gen Office	Total Hours	Labor	Non-Labor Fees	Total
<b>Complete Kimberly and Mulwood Tanks</b>								
Task 1 - Bid Documents	4	8	12	4	28	\$ 3,024	\$ 257	\$ 3,281
Task 2 - Final Submittal	2	4	6	2	14	\$ 1,512	\$ 129	\$ 1,641
Task 3 - Prequalifications Support	2	4			6	\$ 858	\$ 73	\$ 931
Task 4 - Bidding Services	8	16	2	2	28	\$ 3,734	\$ 317	\$ 4,051
Task 5 - Construction Observations	8	8		4	20	\$ 2,740	\$ 233	\$ 2,973
Task 6 - Submittal Processing (10 submittals anticipated)	4	6		4	14	\$ 1,732	\$ 147	\$ 1,879
Task 7 - Technical Reviews (Assumes 6 submittals reviewed, 1 change order, 4 RFIs)	8	16	4		28	\$ 3,784	\$ 322	\$ 4,106
Task 8 - Reconstruction and Coordination Meeting	4	4			8	\$ 1,244	\$ 106	\$ 1,350
Task 9 - Construction Closeout Activities		2	4		6	\$ 588	\$ 50	\$ 638
<b>Subtotal</b>	<b>40</b>	<b>68</b>	<b>28</b>	<b>16</b>	<b>152</b>	<b>\$ 19,216</b>	<b>\$ 1,633</b>	<b>\$ 20,849</b>
<b>Total</b>	<b>40</b>	<b>68</b>	<b>28</b>	<b>16</b>	<b>152</b>	<b>\$ 19,216</b>	<b>\$ 1,633</b>	<b>\$ 20,849</b>

Amounts shown are fee.

Personnel Category	\$/HR
Principal Engineer	\$193.00
Associate Engineer	\$118.00
Designer/CADD Op	\$88.00
Clerical/Gen Office	\$63.00



**FEE SCHEDULE FOR PROFESSIONAL SERVICES**  
**(Las Virgenes Municipal Water District)**  
**Effective July 1, 2008 – June 30, 2009**

**Engineers, Planners, Architects, Scientists:**

Student Assistant	\$ 69.00 per hour
Assistant I	\$ 88.00 per hour
Assistant II	\$ 98.50 per hour
Associate	\$ 118.00 per hour
Senior I	\$ 137.00 per hour
Senior II	\$ 159.00 per hour
Principal	\$ 193.00 per hour
Officer	\$ 202.00 per hour
Special Consultant	\$ 150.00 per hour

**Construction Administration Personnel:**

Resident Project Representative	\$ 96.00 per hour
Senior Resident Project Representative	\$ 113.00 per hour
Resident Engineer	\$ 135.00 per hour

**Technical Support Staff:**

Clerical/General Office	\$ 63.00 per hour
Administrative Specialist	\$ 72.50 per hour
Drafter/CADD Technician	\$ 65.50 per hour
Assistant CADD Operator	\$ 75.00 per hour
Designer/CADD Operator	\$ 88.00 per hour
Senior Designer/Design CADD Operator	\$ 100.00 per hour
Design/CADD Supervisor	\$ 111.00 per hour

**General Project Expenses <sup>1/</sup>**

8.5% of Labor  
 (Reduced to 4% for CPS)

**Direct Project Expenses**

Color Reproduction (letter size / ledger size)	\$1.15 / 1.50 per page
Plan Sheet Printing -- In house Bond/Vellum/Mylar	\$3.00/4.00/7.00 per sheet
Subcontracted Services/Reproduction	Cost + 15%
Subcontracted or Subconsultant Services	Cost + 15%
Auto Mileage for Construction Phase Services	\$0.60 per mile
Travel & Subsistence (other than mileage)	Cost
Miscellaneous Materials	Cost + 15%
Cybernet Modeling	\$20.00 per hour

If authorized by the Client, an overtime premium multiplier of 1.5 may be applied to the billing rate of hourly personnel who work overtime in order to meet a deadline which cannot be met during normal hours.

Applicable sale taxes, if any, will be added to these rates. Invoices will be rendered monthly. Payment is due upon presentation. A late payment finance charge of 1.5% per month (but not exceeding the maximum rate allowable by law) will be applied to any unpaid balance commencing 30 days after the date of the original invoice.

<sup>1/</sup> Includes mail, telephone, fax, office photo copies, personal computers and mileage (except as noted).

CPS = Construction Phase Services (construction administration)

**Notice Inviting Pre-Qualification  
Kimberly and Mulwood Tanks Renovation Project (2009)**

Notice is hereby given that completed statements (questionnaires) to "pre-qualify" for the right to bid the **Kimberly and Mulwood Tanks Renovation Project (2009)** will be received by Las Virgenes Municipal Water District at their office located at 4232 Las Virgenes Road, Calabasas, California at or before **3:00 PM, July 13, 2009**. This project comprises renovating two (2) existing steel potable water tanks at two locations, all of which are generally located within Los Angeles County near Calabasas. The renovation work includes the following:

- Lead Paint Removal/Abatement
- Interior Coating Repairs and Replacements
- Exterior Coating Repairs and Replacements
- Ventilation Improvements
- Inlet/Outlet Piping Improvements
- Access road repairs (includes 2 additional tank sites)
- Minor Structural Repairs
- Fiberglass Ladder Installations
- Security Fencing (Kimberly)
- Site Pavement Repairs
- Temporary Storage System Installation

The estimated project cost is in the \$920,000 range for both potable water tanks. The anticipated schedule includes bids and awards in late September/early October 2009. The work is to be completed before June 8, 2010. The District maintains the discretionary right to halt any construction should dry spring or summer conditions warrant the need for adequate water supplies.

Pre-qualification questionnaires can be obtained from Las Virgenes Municipal Water District, Calabasas, California. Pre-qualification questionnaires shall be completed and enclosed in an envelope, sealed and clearly labeled with the project title and the name of the contractor. Contractors seeking "pre-qualification" shall be Class A licensed within the state of California and shall be qualified with a minimum of ten (10) years experience in construction and maintenance of steel water tanks. In order to be considered for "pre-qualification" on this project, contractors shall include the following information within the pre-qualification questionnaires:

- A list of at least five (5) steel water tank renovation projects.
- Said reference projects shall have been completed by the proposed contractor within the last 5 five years.
- The list of projects shall include:
  - The name and location of the project, the owner's name, address, contact person and telephone number.
  - The Architect and/or Engineer's name, address, contact person and telephone number.
  - The Construction Manager's name, address, contact person and telephone number.
  - A description of the project, scope of work performed, total value of construction, total value of change orders, construction duration, time extensions granted.
  - The name of the proposed project superintendents and their resumes.

The District will apply a uniform system of rating pre-qualification respondents on objective criteria consistent with Department of Industrial Relations recommendations, on the basis of the completed questionnaires, financial statements, and references to determine the qualified bidder's list. Only the top 4 passing scores will be determined pre-qualified, or the top 30% of any received prequalification statements, whichever is greater.

The District may refuse to grant pre-qualification where the requested information is incomplete or not received by the deadline for submission. There is no appeal from a refusal for an incomplete or late application.

Where a timely and completed application results in a rating below that necessary to pre-qualify, an appeal can be made. An appeal is begun by the Contractor delivering notice to the District of its appeal of the decision with respect to its pre-qualification rating, no later than ten (10) business days after the Notice of Determination is issued. Without a timely appeal, the Contractor waives any and all rights to challenge the decision of the District, whether by administrative process, judicial process, or any other legal process or proceeding.

If the Contractor gives the required notice of appeal and requests a hearing, the hearing shall be conducted so that it is concluded within fourteen business days after the District's receipt of the notice of appeal. The hearing shall be an informal process conducted by a panel to which the District has delegated responsibility to hear such appeals (the "Appeals Panel"). At or prior to the hearing, the Contractor will be advised of the basis for the District's pre-qualification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the rating. After the conclusion of the hearing, the Appeals Panel will render its decision. It is the intention of the District that the date for the submission and opening of bids will not be delayed or postponed to allow for completion of an appeal process.

The questionnaires and financial statements shall not be public records and shall not be open to public inspection; however, records of the names of the contractors applying for pre-qualification status shall be public records subject to disclosure.

The information given by contractors seeking pre-qualification is provided with the understanding that the intentional providing of false information is grounds for disqualification.

Contact Rommel M. Marzan, P.E., at Las Virgenes Municipal Water District at (818) 251-2157 to request a Pre-Qualification questionnaire.

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

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Glen Peterson  
Secretary of the Board

**Las Virgenes Municipal Water District  
Kimberly and Mulwood Tanks Renovation Project (2009)**

**CONTRACTORS THAT WILL BE INVITED TO PARTICIPATE IN THE PRE-  
QUALIFICATION PROCESS**

1. Crosno Construction Co., Inc.  
Mr. Mark Davis  
819 Sheridan Road  
Arroyo Grande, CA 93420  
(805) 343-7437 phone  
(805) 343-1006 fax
  
2. K.M. Industrial, Inc.  
Mr. Steve Edgar  
1411 West Gaylord Street  
Long Beach, CA 90813  
(562) 786-6200 phone  
(562) 786-6299 fax
  
3. Superior Tank Company, Inc.  
Mr. Eric Marquez  
9500 Lucas Ranch Road,  
Rancho Cucamonga, CA 91730  
(909) 912-0580 phone  
(909) 912-0585 fax
  
4. ABHE Svoboda, Inc.  
Mr. David Grant  
880 Tavern Rd.  
Alpine, CA 91901  
(619) 659-1320 phone  
(619) 659-1325 fax
  
5. Spiess Construction Co., Inc.,  
Mr. Scott Coleman  
P.O. Box 2849  
Santa Maria, CA  
(805) 937-5859 phone  
(805) 934-4432 fax

**Las Virgenes Municipal Water District  
Kimberly and Mulwood Tanks Renovation Project (2009)**

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(909) 912-0580 phone  
(909) 912-0585 fax
  
4. ABHE Svoboda, Inc.  
Mr. David Grant  
880 Tavern Rd.  
Alpine, CA 91901  
(619) 659-1320 phone  
(619) 659-1325 fax
  
5. Spiess Construction Co., Inc.,  
Mr. Scott Coleman  
P.O. Box 2849  
Santa Maria, CA  
(805) 937-5859 phone  
(805) 934-4432 fax



May 26, 2009 Board Meeting

TO: Board of Directors  
FROM: Facilities and Operations

**Subject Twin Lakes Pump Station Expansion Project  
Award of Contract and Approval of Construction Phase  
Services During Construction**

**SUMMARY**

The Board approved the Call for Bids for this project on March 10, 2009. At the April 21, 2009 bid opening, the District received the following bids for the above project (low bid – boxed):

<i>Engineer's Estimate</i>	<i>\$847,000.00</i>
PCI/Myers Joint Venture	\$ 783,990.00
Spiess Construction	\$ 810,890.00
Cora Constructors	\$ 833,022.00
Caliagua	\$ 851,480.00
Environmental Construction	\$ 873,609.00
Blois	\$1,078,833.00
MMC	\$1,191,000.00

Improvements include the installation of two new pumps which will increase flow rates from 2000 gpm to 2500 gpm to meet anticipated future demands, corresponding electrical upgrades, modifications of the pump station manifold and related piping, and other mechanical improvements. A mitigated negative declaration was completed and approved by the Board at the September 26, 2006 meeting. The low bidder, Pacific Coast Infrastructure/Myers Joint Venture (PCI/Myers) is required to complete work by February 23, 2010. AECOM will provide engineering support during construction to assure contract compliance. District staff will provide contract management and provide day-to-day inspection.

**RECOMMENDATIONS**

- Award the contract for the Twin Lakes Pump Station Expansion Project to Pacific Coast Infrastructure/Myers Joint Venture, Rancho Cordova, CA in the amount of \$783,990.00; and that all remaining bids be rejected upon receipt of duly executed contract documents;
- Authorize \$40,431.00 to AECOM for construction phase services during construction, and
- Waive minor bid irregularities.

**FINANCIAL IMPACT**

The financial status of this project is summarized in the following table:

Total project appropriations to date (w.o. 10191)	\$1,455,080
Expenses to date	(\$443,528)
Balance (A)	\$1,011,552
Estimated project cost (low bid)	(\$783,990)
10% to cover contingencies	(\$78,399)
AECOM engineering support	(\$40,431)
Sum of Project costs - expenses (B)	(\$902,820)
Balance after completing this project (A) - (B)	\$108,732

88



**AECOM**

5851 Thille Street, Suite 201, Ventura, CA 93003 USA  
T 805.644.9704 F 805.642.8277 www.aecom.com

Mr. Rommel Marzan, PE  
Project Manager  
LAS VIRGENES MUNICIPAL WATER DISTRICT  
4232 Las Virgenes Road  
Calabasas, CA 91302

April 27, 2009  
*Revised May 5, 2009*

Dear Rommel,

**Subject: Proposal for Expansion of Twin Lakes Pump Station  
Construction Phase Services**

This letter transmits our Fee Estimate for engineering assistance during construction phase of this project.

AECOM proposes to provide engineering service during construction of this project, on a time-and-materials basis, in accordance with a mutually acceptable agreement. This proposal is based on the following understandings and assumptions:

- Construction will be completed approximately March 2010.
- Daily inspection activities will be provided by District personnel or others under contract to the District. AECOM will not have construction observation or construction management responsibilities, except as noted in the following paragraph.
- AECOM will provide limited observations at the pump station. These services will be provided when requested by the District. Testing of concrete, soil, and other construction materials will be performed by another consultant, under contract to the District.
- Construction management and contract administration will be provided by the District, including the preparation of progress payments and change orders.
- AECOM will answer technical questions, review submittals, and prepare design modifications. Our fee estimate is based on the number of documents (shop drawings, RFIs, and RFEs) shown in the estimate.
- AECOM will maintain a submittal and RFI log, and periodically distribute copies of this log to the District and the contractor.



- AECOM will attend the pre-construction meeting and one other construction coordination meeting, when requested by the District's PM. Meeting notes will be maintained by others. AECOM will provide a copy of its notes to the LVMWD PM.
- AECOM will assist in pump station start-up, including a field review of the electrical installations. AECOM will provide a letter to LADWP, requesting electrical service, if the electrical equipment appears to be correctly installed. AECOM will also provide one day of field services, assisting District staff in measuring and analyzing pump station performance.
- AECOM will participate in the final job walk and assist in the preparation of a contractor punch list.
- AECOM will prepare record drawings from marked-up prints furnished by the District's contractor.

Enclosed is our fee estimate for the services as proposed, including estimates of the number of documents, meetings, and other items that will be involved. Our estimate is based on similar projects, but as you know, the effort involved can vary greatly depending on the experience and attitude of the contractor.

I appreciate the opportunity to provide this fee estimate, and look forward to any questions that you may have.

Sincerely,



Dan Ellison, PE  
Managing Engineer

Enclosure

P/N: F:\LVMWD\16128.02 - Twin Lakes PS\0001\Proj\_Mgmt\Proposals\CPS\CPS Proposal (5-5-09).doc

## Project Budget

### Expansion of Twin Lakes Pump Station Construction Phase Services

### Las Virgenes Municipal Water District

Task Description	Personnel Hours					Budget			
	Principal Engineer	Associate Engineer	Assistant Engineer	Sr CADD Technician	Clerical	Total Hours	Labor	Non-Labor Fee	Total
<b>Construction Phase Services</b>									
Engineering Observations (2)	12	12			6	30	\$ 4,386	\$ 373	\$ 4,759
Respond to ±20 Submittals/Resubmittals	15	30	40		40	125	\$ 13,775	\$ 1,171	\$ 14,946
Respond to ±10 Verbal/Written RFI's	5	10	5		8	28	\$ 3,351	\$ 285	\$ 3,636
Maintain & Distribute RFI Log (36 weeks)			36			36	\$ 3,816	\$ 324	\$ 4,140
Correspondence with Pump Manufacturers	3	6			4	13	\$ 1,639	\$ 139	\$ 1,778
Attend Pre-Construction Mtg & 1 Other Mtg	6	8			2	16	\$ 2,376	\$ 202	\$ 2,578
Assist with Start-up	1	12			1	14	\$ 1,774	\$ 151	\$ 1,925
Electrical Check-out & Letters to SCE	12				2	14	\$ 2,618	\$ 223	\$ 2,841
Final Job Walk (half day)	5	5				10	\$ 1,660	\$ 141	\$ 1,801
Record Drawings			5	12	1	18	\$ 1,869	\$ 159	\$ 2,028
<b>Total</b>	<b>59</b>	<b>83</b>	<b>86</b>	<b>12</b>	<b>64</b>	<b>304</b>	<b>\$ 37,264</b>	<b>\$ 3,167</b>	<b>\$ 40,431</b>

Amounts shown are fee.

Personnel Category	\$/HR
Principal Engineer	\$207.00
Associate Engineer	\$125.00
Assistant Engineer	\$106.00
Sr CADD Technician	\$106.00
Clerical	\$67.00

**NOTES:**

1. Assumes no CEQA monitoring required.
2. Daily inspection and contract administration by District.
3. Soil and material testing by others.
4. Construction complete by December 2009.
5. Single construction contract.
6. Knowledgeable construction contractor.

**Boyle | AECOM (VT)**  
**FEE SCHEDULE FOR PROFESSIONAL SERVICES**  
**Effective January 1, 2009**

**Engineers, Planners, Architects, Scientists:**

Student Assistant	\$ 77.00 per hour
Assistant I	\$ 93.00 per hour
Assistant II	\$ 106.00 per hour
Associate	\$ 125.00 per hour
Senior I	\$ 149.00 per hour
Senior II	\$ 171.00 per hour
Principal	\$ 207.00 per hour
Company Officer	\$ 224.00 per hour
Special Consultant	\$ 176.00 per hour

**Construction Administration Personnel:**

Resident Project Representative	\$ 103.00 per hour
Senior Resident Project Representative	\$ 121.00 per hour
Resident Engineer	\$ 147.00 per hour
Construction Services Manager	\$ 194.00 per hour

**Technical Support Staff:**

Clerical/General Office	\$ 67.00 per hour
Administrative Specialist	\$ 77.00 per hour
Drafter/CADD Technician	\$ 69.00 per hour
Assistant CADD Operator	\$ 80.00 per hour
Designer/CADD Operator	\$ 91.00 per hour
Senior Designer/Design CADD Operator	\$ 106.00 per hour
Design/CADD Supervisor	\$ 119.00 per hour

**General Project Expenses <sup>1/</sup>**

8.5% of Labor

**Direct Project Expenses**

Other Reproduction (8 1/2 x11/11x17 Color)	\$1.15/1.50 per page
Plan Sheet Printing - In House Bond/Vellum/Mylar	\$3.00/4.00/7.00 per sheet
Subcontracted Services/Reproduction	Cost + 15%
Subcontracted or Subconsultant Services	Cost + 15%
Auto Mileage for Construction Phase Services	\$0.60 per mile
Travel & Subsistence (other than mileage)	Cost
Miscellaneous Materials	Cost + 15%

*If authorized by the Client, an overtime premium multiplier of 1.5 may be applied to the billing rate of hourly personnel who work overtime in order to meet a deadline which cannot be met during normal hours.*

*Applicable sales tax, if any, will be added to these rates. Invoices will be rendered monthly. Payment is due upon presentation. A late payment finance charge of 1.5% per month (but not exceeding the maximum rate allowable by law) will be applied to any unpaid balance commencing 30 days after the date of the original invoice.*

*Fee schedule is subject to change annually.*

<sup>1/</sup> *Includes mail, telephone, fax, office photo copies, personal computers and mileage (except as noted).*



**May 26, 2009 Board Meeting**

TO: Board of Directors

FROM: Resource Conservation and Public Outreach

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**Subject Water Budget Adjustment and Appeal Process for the Water Shortage**

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**SUMMARY**

The attached Water Budget Adjustment and Appeal Process for the Water Shortage was presented to, and approved by the Board at February 24, 2009 meeting. Comments provided by the Board at that meeting were incorporated into this document. Staff has also made additional revisions and therefore, it is appropriate for the Board to ratify changes to the document.

**RECOMMENDATION**

- Ratify changes to the Water Budget Adjustment and Appeal Process for the Water Shortage.

Carol Palma, Customer Service Manager prepared this report.

\_\_\_\_\_  
Carlos Reyes  
Director, Resource Conservation & Public Outreach

5/15/09

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
John R. Mundy  
General Manager

5/15/09

\_\_\_\_\_  
Date

# Water Budget Adjustment and Appeal Process for the Water Shortage

Effective 6/1/2009



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### Flow Diagram

#### Forms

Request for Water Budget Adjustment  
Sample LVMWD letter – Water Budget Adjustment  
Water Budget Appeal Application  
Sample LVMWD letter – Water Budget Appeal

## 1. General

In April 2009, the Las Virgenes Municipal Water District Board adopted additional water conservation measures in response to the ongoing water shortage by establishing water budgets for customers. A customer may request the District to adjust their water budget based on their specific needs. An adjustment may be granted if the customer meets qualifying criteria. If the customer disagrees with the District's response to the request, an appeal may be made to the Water Shortage Committee appointed by the District's Board. The Water Budget Adjustment and Appeal processes are described below.

## 2. Water Budget Adjustment Process

A Request for Water Budget Adjustment form (attached) must be submitted to the General Manager. The General Manager may grant an adjustment if supporting materials indicate that all means of conserving water have been exercised or if the documented circumstances support the request for an increase in budgeted water.

By signing the Request for Water Budget Adjustment form, the customer acknowledges that they read and understood the information on the form. If an adjustment is approved, it will become effective, retroactive to the date the District received the application form.

The information provided in the application form could be subject to verification by the District. If the basis for the adjustment changes, or the account is closed, the adjustment will be removed from the account.

### A. Qualifying Criteria for Water Budget Adjustment

#### 1. Number of people in the household (single family residential accounts only)

Water budgets for single family residential customers are calculated assuming four people per household. If more than four people live in a household year round, the customer can apply for an adjustment. The bi-monthly budget will increase by 2 units per billing period for each additional person on the form. The number of people living in the household, their first and last names, and the age of each person must be provided on the form. The adjustment application for number of people in a household must be submitted by the property owner or property manager. This type of adjustment expires one year from the adjustment approval date.

#### 2. Medical Needs

If a medical need requires a significant increase in the amount of water being used, verification from the physician or healthcare provider is required. All medical information will be kept confidential. This type of adjustment expires one year from the approval date.

### 3. Licensed Care Facility

If a residential dwelling is used as a licensed childcare or healthcare facility, the customer may apply for an adjustment. Documentation, such as a copy of the business license, along with the number of people being cared for at the facility is required. If an adjustment is approved, the water budget will increase by 2 units per billing period per person. This type of adjustment expires one year from the approval date.

### 4. Livestock

Water budgets may be increased by 1 unit (12.5 gallons per day) per billing period per qualifying animal. This type of adjustment expires one year from the approval date.

### 5. Change of Use – Commercial Accounts

If a commercial property changes the type of business being conducted at a location, the water budget will be determined based on the operation and type of the new business.

### 6. Other Considerations for Adjustments

- a. Misclassification of service type
- b. Misclassification of property type
- c. A budget set for a property with no previous history
- d. Business needs, where all efficiency measures have been implemented
- e. Reallocation requests within billing periods

### B. Non-qualifying Criteria for Water Budget Adjustment

Water budgets will not be adjusted to accommodate:

1. Irrigation needs
2. Pools, spas or hot tubs
3. In-home businesses or hobbies that use an increased amount of water
4. Decorative water structures such as fountains, ponds, and waterfalls

### C. Excess Water Surcharges

Excess water surcharges may be adjusted under the following circumstances:

- a. Fire
- b. Home remodels
- c. Lot grading
- d. Leakage, as defined in the District's Leak Adjustment Policy

### D. Residential Water Survey

District field staff will perform a water use survey for any customer requesting



assistance in meeting a water budget. The survey takes about 45-60 minutes per location. The following items will be performed in an effort to promote conservation and education for the customer:

- Check meter for movement – leak indication
- Irrigation timer settings
- Irrigation heads/system flows
- Physical probe of soil for moisture content
- Suggestion for:
  - Pool cover
  - Low Flow/Ultra Low Flow Toilet
  - Shower Head
  - Sink Aerator
  - High Efficiency Clothes Washer

The District will provide the customer with literature on the currently offered rebates and information on conservation.

### **3. Water Budget Appeal Process**

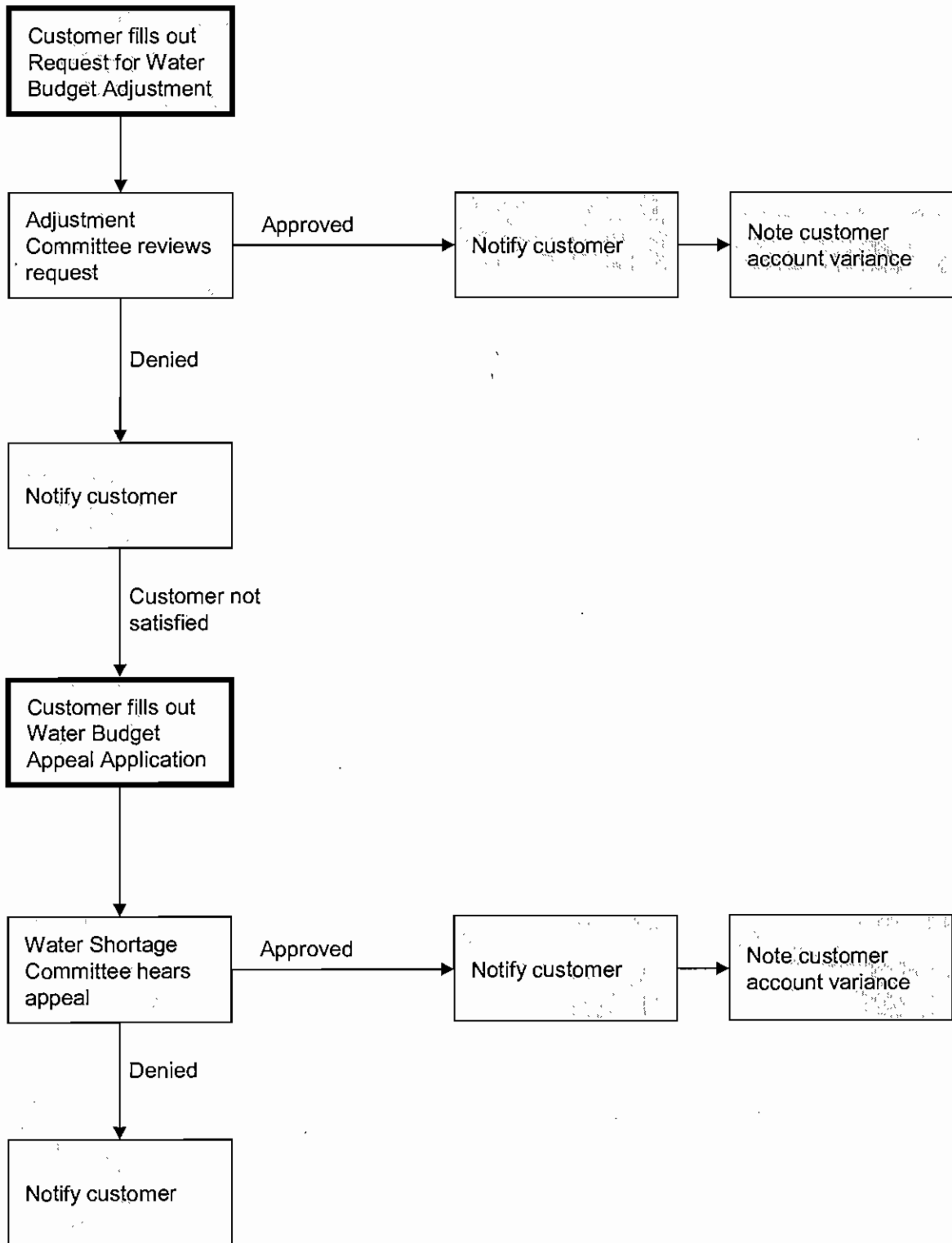
If a request for a water budget adjustment is denied by the General Manager, the customer may appeal the decision to the five-member Water Shortage Committee (Committee). A Water Budget Appeal Application (attached) must be submitted to the General Manager. The Committee is appointed by the Board of Directors to hear appeals concerning customers' water budgets.

Appointed Water Shortage Committee Members are:

Division 1	Jane Trotman
Division 2	Pat MacGreger
Division 3	Nancy Helsley
Division 4	Suzanne Baird
Division 5	Cindy McGrane

The Committee will hold a publicly-noticed meeting to hear appeals. The Committee will be supported by the General Manager and legal counsel.

Documentation will be provided to the Committee including the basis of the decision of the General Manager along with any supporting documents received with the appeal application. The customer may choose to present their information to the Committee. The Committee shall review the General Manager's decision and approve or deny the appeal based on the circumstances of each case. Decision of the committee shall be final.



Water Budget Adjustment and Appeal Process Flow Diagram



# Request for Water Budget Adjustment

Customer/Account Number: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Water Service Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please check reason(s) for an adjustment request.

### Residential Customers

- Single family residence (more than 4 "permanent" residents)  
(Names and ages can be written on back of this form)
- Multi-family residence (more than 3 "permanent" residents)  
(Names and ages can be written on back of this form)
- Medical needs (please include letter from physician or health care provider)
- Licensed care facility (provide copy of Business License or other documentation)
- Livestock (specify type and quantity)

### Commercial

Change of use at property location

### Other

There may be instances where an increased budget is appropriate. If you believe that this is the case, please explain reason for requesting an increased budget:

\_\_\_\_\_  
\_\_\_\_\_

I certify under penalty of perjury that to the best of my knowledge the above information is true. I agree to inform the District within 10 days of any change in the circumstances which may result in an adjustment for this property. I understand that if this information is found to be erroneous, all water used at the property may be re-billed at the highest excess water use rate. I further understand that all adjustments granted are subject to change based on future, more stringent water conservation requirements.

All of the information provided in the adjustment application is subject to audit. Should an audit be necessary, the applicant may need to provide additional documentation, or access to the property.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Las Virgenes Municipal Water District will contact you regarding the outcome of the adjustment application. If you are billed during the time between your submitted application and the decision, your next bill may be adjusted accordingly. If the adjustment is approved, it becomes effective from the date the District received the application form.

<b>For Office Use - General Manager</b>	Account Type _____
Number of people approved _____	Medical needs approved _____
Licensed care facility approved _____	Livestock approved _____
Commercial – change of use _____	Other approved _____
Application Declined _____	Notes _____

Date

Name  
Address  
City, State Zip

Dear Customer:

Your application for an adjustment to your water budget has been reviewed. The following decision has been made regarding your request. If you have any questions or would like additional information, please call 818 251-2200.

Your request has been:

Approved with an increase of \_\_\_\_\_ units/year  
 Approved with following conditions (attached)  
 Denied

Pending - the following is required before we may act on your request:

Documentation of your situation is required, call our office for assistance.  
 All feasible means of water conservation have been exercised

The request has been denied because water budgets will not be adjusted to accommodate:

Irrigation  
 Pools, spas, or hot tubs  
 In-home businesses or hobbies using increased amounts of water  
 Decorative Water Structure  
 Other

The District would be glad to perform a Water Use Survey at your property to assist you in meeting your budget. Please call our Customer Service Department at 818 251-2200 to schedule an appointment.

If you disagree with this decision and would like to have the Water Shortage Committee hear an appeal, please complete the attached Appeal Request and forward to the District in the enclosed envelope.

Sincerely,

John R. Mundy  
General Manager



# Water Budget Appeal Application

Customer/Account Number: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Water Service Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please check reason(s) for adjustment request.

### Residential Customers

- Single family residence (more than 4 "permanent" residents)
- Multi-family residence (more than 3 "permanent" residents)
- Medical needs (please include letter from physician or health care provider)
- Licensed Care Facility (provide copy of Business License)
- Livestock (specify number and type)

### Commercial

Change of Use at property location

### Other

There may be instances where an increased budget is appropriate. If you believe that this is the case, please explain reason for requesting an increased budget:

\_\_\_\_\_  
\_\_\_\_\_

I certify under penalty of perjury that to the best of my knowledge the above information is true. I agree to inform the District within 10 days of any change in the circumstances which may result in an adjustment for this property. I understand that if this information is found to be erroneous, all water used at the property may be re-billed at the highest excess water use rate. I further understand that all adjustments that may be granted are subject to change based on future, more stringent water conservation requirements.

All of the information provided in the adjustment application is subject to audit. Should an audit be necessary, the applicant may need to provide additional documentation, and access to the property.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Las Virgenes Municipal Water District will contact you regarding the outcome of the appeal. If you are billed during the time between your submitted application and the decision, your next bill may be adjusted accordingly. If the adjustment is approved, it becomes effective from the date the District received the application form.

<b>For Office Use – Water Shortage Committee</b>		Account Type _____
Number of people approved _____		Medical needs approved _____
Licensed care facility approved _____		Livestock approved _____
Commercial – change of use _____		Other approved _____
Application Declined _____ Notes _____		

Date

Name  
Address  
City, State Zip

Dear Customer:

Your application for an appeal of your water budget has been reviewed by the District's Water Shortage Committee. The following decision has been made regarding your request. If you have any questions or would like additional information, please call 818 251-2200.

Your request has been:

\_\_\_\_\_ Approved  
\_\_\_\_\_ Denied

The request has been denied because water budgets will not be adjusted to accommodate:

\_\_\_\_\_ Irrigation  
\_\_\_\_\_ Pools, spas, or hot tubs  
\_\_\_\_\_ In-home businesses or hobbies using increased amounts of water  
\_\_\_\_\_ Decorative water structures  
\_\_\_\_\_ Other

The District would be glad to perform a Water Use Survey at your property to assist you in meeting your budget. Please call our Customer Service Department at 818 251-2200 to schedule an appointment.

The decision of this committee is final.

Sincerely,

Charles Caspary  
President  
Board of Directors  
Las Virgenes Municipal Water District

Water Budget Adjustment and Appeal Process  
Page 9 of 9



May 26, 2009 Board Meeting

INFORMATION ONLY

TO: Board of Directors  
FROM: Resource Conservation and Public Outreach

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**SUBJECT: Customer Service Operations Staffing**

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**SUMMARY**

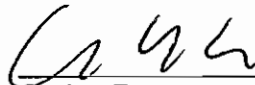
The Resource Conservation Specialist and the Customer Service/Public Outreach Assistant are currently two vacant positions within the Customer Service Operations unit. The General Manager requires that business needs be considered prior filling vacant positions. With the declaration of the statewide water shortage and establishment of water budgets for customers, there is now a need to fill these positions to respond to increased customer concerns and provide the necessary assistance.

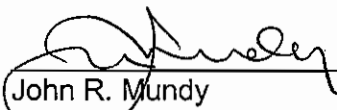
The Resource Conservation Specialist will be reclassified to a Field Customer Service Representative I/II. This position conducts water use surveys, assists customers in complying with mandatory conservation requirements including water budgets, and performs supporting field duties. The Customer Service/Public Outreach Representative will be reclassified to a Customer Service Representative and integrated into the office customer service, thus balancing the demands of the customers both over the telephone and in person.

**FINANCIAL IMPACT**

Both reclassified positions are approved job titles in the current budget. The Customer Service/Public Outreach Assistant to Customer Service Representative reclassification results in no net salary change since both are at same pay grade. The Resource Conservation Specialist (pay grade 46) to Field Customer Service I/II (pay grade 22-32) results in an \$8,500-\$23,700 reduction in salary per year, depending upon the qualifications of the candidate. The FY 2009-2010 budget will be updated to reflect these changes.

Carol Palma, Customer Service Manager, prepared this memorandum.

 5/13/09  
Carlos Reyes Date  
Director of Resource Conservation and  
Public Outreach

 5/14/09  
John R. Mundy Date  
General Manager

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