



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

**AGENDA**  
**REGULAR MEETING**  
**May 5, 2020, 9:00 AM**

Public Participation for Meetings of Las Virgenes Municipal Water District Board of Directors in Response to COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (superseding the Brown Act-related provisions of Executive Order N-25-20 issued on March 12, 2020), which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that members of the Las Virgenes Municipal Water District will participate in meetings telephonically.

**PUBLIC PARTICIPATION:** Pursuant to Executive N-29-20 and given the current health concerns, members of the public can access meetings live on-line, with audio and limited video, at [www.LVMWD.com/LiveStream](http://www.LVMWD.com/LiveStream). In addition, members of the public can submit comments electronically for consideration by sending them to [www.LVMWD.com/LiveStream](http://www.LVMWD.com/LiveStream). To ensure distribution to the members of the Las Virgenes Municipal Water District Board of Directors prior to consideration of the agenda, please submit comments 24 hours prior to the day of the meeting. Those comments, as well as any comments received during the meeting, will be distributed to the members of the Board of Directors and will be made part of the official public record of the meeting. Contact Josie Guzman, Executive Assistant/Clerk of the Board, at (818) 251-2123 or [jguzman@lvmwd.com](mailto:jguzman@lvmwd.com) with any questions.

**ACCESSIBILITY:** If requested, the agenda and backup materials will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, in order to observe and/or offer public comment may request such reasonable modification, accommodation, aid, or service by contacting the Executive Assistant/Clerk of the Board by telephone at (818) 251-2123 or via email to [jguzman@lvmwd.com](mailto:jguzman@lvmwd.com) no later than 9:00 AM on the day before the scheduled 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, complete a speakers' card, and hand it to the Clerk of the Board. Speakers will be recognized in the order the cards are received. A live webcast of the meeting will be available at LVMWD.com. Also, a web-based version of the speaker card is available for those who would like to submit written comments electronically or request to make public comment by telephone during the meeting.

The Public Comments agenda item is presented to allow the public to address the Board on matters not on the agenda. The public may also present comments on matters on the agenda; speakers for agendized items will be recognized at the time the item is called up for discussion.

Materials prepared by the District in connection with the 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 request to the Clerk of the Board.

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## **PLEDGE OF ALLEGIANCE**

### **1 CALL TO ORDER AND ROLL CALL**

### **2 APPROVAL OF AGENDA**

### **3 PUBLIC COMMENTS**

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

### **4 CONSENT CALENDAR**

Matters listed under the Consent Calendar are considered to be routine, non-controversial and normally approved with one motion. If discussion is requested by a member of the Board on any Consent Calendar item, or if a member of the public wishes to comment on an item, that item will be removed from the Consent Calendar for separate action.

#### **A List of Demands: May 5, 2020 (Pg. 5)**

Receive and File

#### **B Minutes: Special Meeting of April 13, 2020; Regular Meeting of April 21, 2020; and Special Meeting of April 27, 2020 (Pg. 33)**

Approve

**C Las Virgenes Municipal Water District Conflict of Interest Code: Adoption (Pg. 54)**

Pass, approve and adopt proposed Resolution No. 2575, amending Resolution No. 2468 (Las Virgenes Code) as it relates to the Conflict of Interest Code.

**RESOLUTION NO. 2575**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (LAS VIRGENES CODE) AS IT RELATES TO THE CONFLICT OF INTEREST CODE**

(Reference is hereby made to Resolution No. 2575 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

**D Annual Purchase Order with Grainger Industrial Supply: Approval of Increase (Pg. 75)**

Authorize the General Manager to approve an increase to the purchase order with Grainger Industrial Supply, in the amount of \$12,000, from \$33,000 to \$45,000, with four one-year renewal options in the annual amount of \$45,000.

**E Tract No. 53138 Deerlake Ranch, Chatsworth: Approval of Change in Scope for Environmental Documentation (Pg. 78)**

Authorize the Director of Engineering and External Affairs to execute Change in Scope No. 2 to Envicom Corporation, increasing the contract amount by \$2,215, from \$28,562 to \$30,777, for a spring botanical survey for the proposed one-million gallon tank to serve the Twin Lakes Sub-system.

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

**A Legislative and Regulatory Updates (Pg. 85)**

**B Water Supply Conditions Update (Pg. 98)**

**6 TREASURER**

**7 BOARD OF DIRECTORS**

**A Response to Coronavirus (COVID-19) Pandemic: Continuation of Emergency (Pg. 100)**

Approve the continuation of an emergency declaration for response to the coronavirus (COVID-19) pandemic.

**8 FACILITIES AND OPERATIONS**

**A Water Main and Asphalt Repair on Lake Shore Drive, Malibou Lake: Approval (Pg. 102)**

Authorize the General Manager to approve an increase in the purchase order with Toro Enterprises, Inc., in the amount of \$12,365, from \$33,843 to

\$46,208, for additional asphalt paving required for the water main repair on Lake Shore Drive, Malibou Lake.

9 **FINANCE AND ADMINISTRATION**

A **Reclassification of Financial Analyst Position (Pg. 105)**

Reclassify an existing Financial Analyst (M83) position to a flexibly-staffed Financial Analyst I/II (M63/M77) position.

10 **ENGINEERING AND EXTERNAL AFFAIRS**

A **Rancho Las Virgenes Compost Facility Repairs: Approval of Change Order (Pg. 107)**

Authorize the General Manager to execute Change Order No. 2 to Pacific Hydrotech Corporation, in the amount of \$1,542,900, for mechanical and structural repairs to the Rancho Las Virgenes Composting Facility Amendment Building and release the retention, in the amount of \$71,009.88, for the Amendment Bin and Conveyance Modification Project.

11 **NON-ACTION ITEMS**

A **Organization Reports**

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

C **General Manager Reports**

(1) General Business

(2) Follow-Up Items

D **Director's Comments**

12 **FUTURE AGENDA ITEMS**

13 **PUBLIC COMMENTS**

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14 **CLOSED SESSION**

15 **OPEN SESSION AND ADJOURNMENT**

Pursuant to Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and applicable federal rules and regulations, requests for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the Executive Assistant/Clerk of the Board in advance of the meeting to ensure availability of the requested service or accommodation. Notices, agendas, and public documents related to the Board meetings can be made available in appropriate alternative format upon request.

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: LYNDA LO-HILL, TREASURER

Payments for Board Meeting of : May 5, 2020

Deputy Treasurer has verified that all checks and wire transfers were issued in conformance with LVMWD Administrative Code Section 2-6.203.

Wells Fargo Bank A/C No. 4806-994448

Checks Nos. 84799 through 84909 were issued less voids/stop payments in the total amount of \$ 1,028,355.80

Payments through wire transfers as follows:

Sub-Total Wires	\$ -
Total Payments	\$ 1,028,355.80

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

**CHECK LISTING FOR BOARD MEETING  
05/05/20**

Company Name	Company No.	Check No. 84799 thru 84862 04/21/20	Amount	Check No. 84863 thru 84909 04/28/20	Amount	Total
Potable Water Operations	101	58,871.97		27,271.47	86,143.44	
Recycled Water Operations	102				-	
Sanitation Operations	130	1,835.00		3,039.64	4,874.64	
Potable Water Construction	201			95.00	95.00	
Water Conservation Construction	203				-	
Sani- Construction	230				-	
Potable Water Replacement	301	6,386.58			6,386.58	
Reclaimed Water Replace	302				-	
Sanitation Replacement	330	18,750.00		8,898.66	27,648.66	
Internal Service	701	65,931.36		72,370.88	138,302.24	
JPA Operations	751	69,182.98		680,876.29	750,059.27	
JPA Construction	752				-	
JPA Replacement	754	11,877.50		3,471.94	15,349.44	
<b>Total Printed</b>		<b>232,835.39</b>		<b>796,023.88</b>	<b>1,028,859.27</b>	

**Voided Checks/ payment stopped:**

Check #84797	701	(503.47)	(503.47)
<b>Total Voids</b>		<b>(503.47)</b>	<b>(503.47)</b>
<b>Net Total</b>		<b>232,331.92</b>	<b>796,023.88</b>
			<b>1,028,355.80</b>

Batch Number - 279292  
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
84799	04/21/20	2317	ACORN NEWSPAPER	AD-GARDEN CLASS-3/26	PV	169610	001	00751	1,400.00	149943
84800	04/21/20	2322	ACWAJPIA	AD-COVID-19 3/26 Payment Amount REIMB WC CLAIM PMT	PV	169611	001	00701	670.60	149944
84801	04/21/20	6680	ADS, LLC	MAR'20-FLOW MNTG Payment Amount	PV	169522	001	00701	745.00	22085.22-0320
84802	04/21/20	6560	ADVANCED UTILITY SYSTEMS	MAR'20-FLOW MNTG Payment Amount	PV	169522	002	00701	2,235.00	22085.22-0320
84803	04/21/20	20389	AIRGAS SPECIALTY PRODUCTS	CIS GL EXPT INTRFC'20 Payment Amount	PV	169672	001	00701	10,500.00	XT00161014
84804	04/21/20	3077	AIRGAS USA, LLC	31,740 LBS HYDROXIDE Payment Amount	PV	169631	001	00701	3,127.98	131644290
84805	04/21/20	20424	AT&T	LATEX GLOVES Payment Amount	PV	169651	001	00701	247.47	9099543517
84806	04/21/20	9631	AT&T LONG DISTANCE	DISP GLOVES Payment Amount	PV	169652	001	00701	3,046.51	9099550123
84807	04/21/20	20424	AT&T	RLV U VERSE 4/11-5/10 Payment Amount	PV	169662	001	00751	58.85	5778/041020
84808	04/21/20	9631	AT&T LONG DISTANCE	LONG DIST 3/1-4/1 Payment Amount	PV	169666	001	00701	2.70	806368136/040 420
84809	04/21/20	9631	AT&T LONG DISTANCE	LONG DIST 3/1-4/1 Payment Amount	PV	169666	002	00701	10.91	806368136/040 420
84810	04/21/20	9631	AT&T LONG DISTANCE	LONG DIST 3/1-4/1 Payment Amount	PV	169666	003	00701	.72	806368136/040 420

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document . . .	Key Item Co	Amount	Invoice Number
84807	04/21/20	16253	AT&T MOBILITY		PV	169680	001 00701	489.42	9332/040320
				Payment Amount				14.33	
				WIRELESS SRV					
				3/4-4/3/20					
				WIRELESS SRV				43.23	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				33.28	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				412.60	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				32.88	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				86.46	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				27.12	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				77.70	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				172.30	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				31.67	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				72.09	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				470.77	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				34.20	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				43.23	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				712.66	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				72.01	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				71.35	9332/040320
				3/4-4/3/20					
				WIRELESS SRV				11.80-	9332/040320
				3/4-4/3/20					
				Payment Amount				2,871.17	
84808	04/21/20	21020	BPS SUPPLY GROUP	BUTTERFLY VALVES	PV	169673	001 00701	5,784.01	S2692566.001
				Payment Amount				5,784.01	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Ilm	Key Co	Amount	Invoice Number
84809	04/21/20	21426	BRIGHTVIEW LANDSCAPE SERVICES, INC	LNDS CP SRV-MAR'20	PV	169524	001	00701	3,149.67	6739195
				LNDS CP SRV-MAR'20	PV	169524	002	00701	5,473.08	6739195
				LNDS CP SRV-MAR'20	PV	169524	004	00701	4,482.67	6739195
				LNDS CP SRV-MAR'20	PV	169524	006	00701	1,090.00	6739195
				Payment Amount					14,195.42	
84810	04/21/20	8091	BROWN AND CALDWELL	PIE 2/20-CORSN CTL STDY	PV	169640	001	00701	933.50	45367915
				Payment Amount					933.50	
84811	04/21/20	18992	CDW GOVERNMENT	ADOBE PRTSHP TO 10/8/20	PV	169665	001	00701	195.98	XJN2240
				Alt Payee 19010 CDW GOVERNMENT 75 REMITTANCE DR., SUITE 1515 CHICAGO IL 60675-1515						
				Payment Amount					195.98	
84812	04/21/20	2547	COUNTY SANITATION DISTRICTS OF LA COUNTY	TAPIA GRIT HAULING-MAR2 0	PV	169663	001	00751	1,064.19	48892/033120
				Payment Amount					1,064.19	
84813	04/21/20	21540	DARYL DROSENDAHL	RFND BAL-CLOSED A/C	PV	169656	001	00101	80.00	017970
				Payment Amount					80.00	
84814	04/21/20	8612	DURHAM SCHOOL SERVICES	BUS-TOUR-AGRA HIS-1/15 BUS-TOURS 2/8 & 2/20	PV	169617	001	00751	410.56	91796467
				Payment Amount					80.00	
84815	04/21/20	21539	D3C LLC	RFND BAL-CLOSED A/C	PV	169655	001	00101	44.04	073903
				Payment Amount					1,231.98	
84816	04/21/20	18111	ELECSYS INTERNATIONAL	MAR'20- MTR DVC MAINT	PV	169639	001	00701	310.00	SIP-E113920
				Payment Amount					44.04	

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CORPORATION										
84817	04/21/20	4943	ENVICOM CORPORATION	Payment Amount P/E 3/25 TWN LKS P/S UPGD	PV	169623	001	00701	310.00 3,135.50	00015560
84818	04/21/20	21055	FIRESTONE COMPLETE AUTO CARE BRIDGESTONE	Payment Amount (4) TIRES/ALIGN-# 915	PV	169645	001	00701	3,135.50 904.39	192688
All Payee 21088 FIRESTONE COMPLETE AUTO CARE 1100 E. THOUSAND OAKS BLVD. THOUSAND OAKS CA 91362-2815										
84819	04/21/20	2660	FISHER SCIENTIFIC	Payment Amount HDPE BOTTLE	PV	169619	001	00751	904.39 28.37	5002893
All Payee 3202 FISHER SCIENTIFIC FILE #50129 LOS ANGELES CA 90074-0129										
84820	04/21/20	20544	FORESTAR CHATSWORTH, LLC	Payment Amount RFND BAL-CLOSED A/C	PV	169654	001	00101	28.37 308.95	9998702
84821	04/21/20	20970	GARDA CL WEST, INC.	Payment Amount 3/20 ARMORED TRNSPT SRV	PV	169667	001	00701	308.95 325.37	10550981
84822	04/21/20	21541	JOYCE GILLIN	Payment Amount RFND BAL-CLOSED A/C	PV	169657	001	00101	325.37 127.38	077004
84823	04/21/20	2701	GRAINGER, INC.	Payment Amount BUTTON BATTERIES BELT DRIVE MOTOR LABEL TAPE CARTRIDGE GLASS & TILE BIT HEAT SHRINK TUBE LBL	PV	169596	001	00701	127.38 6.92 183.81 98.20 42.76 145.38	9461426885 9462867905 9461505142 9463065327 9465868918



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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
84832	04/21/20	21335	MV ENGINEERING, LLC	PWP GRNT ASST 3/1--3/27	PV	169642	001	00701	1,000.00	1910320
84833	04/21/20	21543	NANSCO MANAGEMENT	Payment Amount RFND BAL-CLOSED A/C	PV	169659	001	00101	55.18	061740
84834	04/21/20	20772	NATIONAL PAYMENT CORP.	Payment Amount MAR20 ELECT PAYSTUBS	PV	169668	001	00701	70.63	863831
84835	04/21/20	18754	NATURAL SURROUNDINGS	Payment Amount APR'20 FLORAL MAINT	PV	169624	001	00701	235.00	7407
84836	04/21/20	21544	ROBERT ODELLO	Payment Amount RFND BAL-CLOSED A/C	PV	169660	001	00101	447.34	005385
84837	04/21/20	2302	OFFICE DEPOT	Payment Amount HAND SANITIZER	PV	169650	001	00701	34.43	462124809002
84838	04/21/20	20728	OLIVAREZ MADRUGA LEMIEUX & O'NEILL	Payment Amount LEGAL SERVICES-MAR' 20	PV	169677	001	00701	12,580.30	140/MAR'20
84839	04/21/20	13586	ORACLE AMERICA, INC.	LEGAL SERVICES-MAR' 20 Payment Amount JDE HR/PR SPRT 1/20-3/20	PV	169643	001	00701	18,750.00	44869242
84840	04/21/20	18946	PACIFIC ADVANCED CIVIL ENGINEERING, INC.	Payment Amount P/E 3/31-CHLOR TNK RPLC	PV	169669	001	00701	4,737.50	3848
				P/E 2/29-DGSTR#2 REHAB	PV	169670	001	00701	2,720.00	3749

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				P/E	PV	169671	001	00701	3,420.00	3902
			3/31-DGSTR#2							
			REHAB							
			Payment Amount					10,877.50		
84841	04/21/20	18993	POWERFLO PRODUCTS, INC.	PUMP PACKING	PV	169526	001	00751	2,257.23	55130
			Payment Amount					2,257.23		
84842	04/21/20	8484	PRAXAIR DISTRIBUTION, INC.	BREATHING GRD AIR BTLs	PV	169615	001	00101	530.33	95481171
			Alt Payee							
			8898 PRAXAIR DISTRIBUTION INC.							
			DEPT. LA 21511							
			PASADENA CA 91185-1511							
			Payment Amount					530.33		
84843	04/21/20	17334	QAIR CALIFORNIA	COMPRESSOR PARTS	PV	169607	001	00751	386.87	57396
			Alt Payee							
			8670 R P BARRICADE							
			Payment Amount					900.89		
84844	04/21/20	8670	R P BARRICADE	BARRICADES	PV	169649	001	00701	1,426.21	57479
			Payment Amount					1,426.21		
84845	04/21/20	21195	RACHIO INC.	IRGTN INSTALLS-MAR' 20	PV	169520	001	00701	9,865.10	327193
			Alt Payee							
			2905 RAIN FOR RENT							
			Payment Amount					9,865.10		
84846	04/21/20	2905	RAIN FOR RENT	HIGH LINE-MWD SHUTDWN	PV	169664	001	00101	762.16	1467011
			Alt Payee							
			3200 RAIN FOR RENT							
			FILE 52541							
			LOS ANGELES CA 90074-2541							
			Payment Amount					762.16		
84847	04/21/20	16022	ROLLS SCAFFOLD & EQUIPMENT, INC.	SCFFLD-WLK 3/2--3/29	PV	169548	001	00701	2,268.02	6083899S1C
			Alt Payee							
			21545 SOLANA ROWE							
			Payment Amount					2,268.02		
84848	04/21/20	21545	SOLANA ROWE	RFND BAL-CLOSED A/C	PV	169661	001	00101	1,363.56	077119

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
84649	04/21/20	4440	SOUTHWEST CHLORINATION, INC.	Payment Amount CHLOR SPRAY@ CLBS TNK	PV	169614	001	00101	1,820.00	9876
84650	04/21/20	16271	SPOK, INC.	Payment Amount PAGER SRV 4/11--5/10	PV	169679	001	00701	70.98	D0143084P
				PAGER SRV 4/11--5/10	PV	169679	002	00701	.49	D0143084P
				PAGER SRV 4/11--5/10	PV	169679	003	00701	42.16	D0143084P
84651	04/21/20	14479	STEPHEN'S VIDEO PRODUCTIONS	Payment Amount VIDEO SRV JPA MTG-MAR'20	PV	169625	001	00701	500.00	3-30-20
				VIDEO SRV LV MTGS-MAR'20	PV	169626	001	00701	1,500.00	3-31-20
84652	04/21/20	12149	THATCHER CO. OF CALIFORNIA	Payment Amount 3,979 GAL BISULFITE	PV	169523	001	00701	5,848.70	273779
84653	04/21/20	9505	TIRE MAN AGOURA	Payment Amount FLAT/ROTATE TIRES-#923	PV	169605	001	00701	50.00	2087504
				RPR FLAT-VEH#899	PV	169606	001	00701	25.00	2087518
84654	04/21/20	17645	TORO ENTERPRISES INC.	Payment Amount MAIN RPR-MALIBU LK	PV	169674	001	00701	33,843.00	13108
84655	04/21/20	19135	TRANSUNION RISK & ALTERNATIVE DATA SOLUT	Payment Amount BAD DEBT SEARCH-MAR'20	PV	169612	001	00701	246.00	974571/MAR'20
84656	04/21/20	21526	UNITED WATERWORKS INC	Payment Amount GATE VALVES	PV	169653	001	00701	2,583.54	S100085850.00
84657	04/21/20	3022	VAUGHANS INDUSTRIAL	Payment Amount RPR RAS PUMP	PV	169627	001	00701	9,889.97	027152

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Number	Key	Amount	Invoice Number
Number	Date	Number	Name	Message			Item Co		
REPAIR									
84858	04/21/20	3035	VWR SCIENTIFIC	Payment Amount PIPETS	PV	169620	001 00701	9,889.97 505.91	8089553441
Alt Payee 3216 VWR INTERNATIONAL, INC P. O. BOX 640169 PITTSBURGH PA 15264-0169									
84859	04/21/20	19685	W. LITTEN INC.	Payment Amount SPRYFLD 3/30-4/3	PV	169644	001 00701	1,209.56 5,267.45	20015
Alt Payee 18914 WECK LABORATORIES, INC. TAPIA INFLNT-OC1007 9									
84860	04/21/20	18914	WECK LABORATORIES, INC.	Payment Amount TAPIA INFLNT-OC1007 9	PV	169635	001 00701	8,706.27 106.08	W0C0978-LV
Alt Payee 3047 WESCO DISTRIBUTION, INC. WESCO DISTRIBUTION, INC. 6443 WESCO DISTRIBUTION, INC PO BOX 31001-0465 PASADENA CA 91110-0465									
84861	04/21/20	3047	WESCO DISTRIBUTION, INC.	Payment Amount 100 AMP ELECT SRV	PV	169646	001 00701	2,034.44 191.49	988345
Alt Payee 19524 XYLEM WATER SOLUTIONS USA, INC XYLEM WATER SOLUTIONS USA, INC 6443 WESCO DISTRIBUTION, INC PO BOX 31001-0465 PASADENA CA 91110-0465									
84862	04/21/20	19524	XYLEM WATER SOLUTIONS USA, INC	Payment Amount PARTS-CHOPPER PUMP	PV	169632	001 00701	191.49 530.54	3556B10344
Alt Payee 19683 XYLEM WATER SOLUTIONS USA, INC. XYLEM WATER SOLUTIONS USA, INC. 19683 XYLEM WATER SOLUTIONS USA, INC. 26717 NETWORK PLACE									
84863	04/21/20	19683	XYLEM WATER SOLUTIONS USA, INC.	Payment Amount CHOPPER PUMP	PV	169633	001 00701	248.00	3556B12952
Alt Payee 19683 XYLEM WATER SOLUTIONS USA, INC. XYLEM WATER SOLUTIONS USA, INC. 19683 XYLEM WATER SOLUTIONS USA, INC. 26717 NETWORK PLACE									
84864	04/21/20	19683	XYLEM WATER SOLUTIONS USA, INC.	Payment Amount CHOPPER PUMP	PV	169633	002 00701	4,490.86	3556B12952

Payment Number	Date	Address Number	Name	Payment Stub Message	Document . . .	Ty	Number	Key itm	Co	Amount	Invoice Number
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CHICAGO IL 60673-1267

Payment Amount

Total Amount of Payments Written

Total Number of Payments Written

5,269.40

232,835.39

64



Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
						Number	Item Co		
84863	04/28/20	2317	ACORN NEWSPAPER	AD-WIPES CLOG PIPES-4/9	PV	169750	001 00751	670.60	150563
				Payment Amount				670.60	
84864	04/28/20	3077	AIRGAS USA, LLC	JAN'20 CYLINDER RENT LATE	PV	169768	001 00701	989.77	9968489791
				FEE-NOV'19	PV	169769	001 00701	14.62	1601677935
				FEB'20 CYLINDER RENT	PV	169776	001 00701	946.82	9969234274
				JAN'20 LATE-#9968489 791	PV	169777	001 00701	14.60	1601701882
				MAR'20 CYLINDER RENT	PV	169781	001 00701	1,010.31	9969975012
<p>Alt Payee 6658 AIRGAS USA, LLC P. O. BOX 102289 PASADENA CA 91189-2289</p>									
				Payment Amount				2,976.12	
84865	04/28/20	2397	AQUATIC BIOASSAY & CONSULTING	NPDES BIOASSAYS	PV	169775	001 00701	900.00	LVS0420.0270
				Payment Amount				900.00	
84866	04/28/20	19264	A TO Z LAW	JPA COUNSEL SRV-MAR'20	PV	169722	001 00701	396.00	57762
				Payment Amount				396.00	
84867	04/28/20	20695	AT&T	SRV 4/5-5/4/20	PV	169740	001 00101	51.12	0051/040520
				SRV 4/5-5/4/20	PV	169740	002 00101	51.54	0051/040520
				SRV 4/5-5/4/20	PV	169740	003 00101	233.75	0051/040520
				SRV 4/5-5/4/20	PV	169740	004 00101	1,612.36	0051/040520
				SRV 4/5-5/4/20	PV	169740	005 00101	512.80	0051/040520
				SRV 4/5-5/4/20	PV	169740	006 00101	53.92	0051/040520
				SRV 4/5-5/4/20	PV	169740	007 00101	219.50	0051/040520
				SRV 4/5-5/4/20	PV	169740	008 00101	219.50	0051/040520

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Item	Co	Key	Amount	Invoice Number
				4/5-5/4/20	PV	169740	009	00101		219.50	0051/040520
				SRV							
				4/5-5/4/20	PV	169740	010	00101		219.50	0051/040520
				SRV							
				4/5-5/4/20	PV	169740	011	00101		219.50	0051/040520
				SRV							
				4/5-5/4/20	PV	169740	012	00101		50.05	0051/040520
				SRV							
				4/5-5/4/20	PV	169740	013	00101		219.50	0051/040520
				SRV							
				4/5-5/4/20	PV	169740	014	00101		219.50	0051/040520
				SRV							
				4/5-5/4/20	PV	169740	015	00101		109.75	0051/040520
				SRV							
				4/5-5/4/20	PV	169740	016	00101		109.75	0051/040520
				SRV							
				Payment Amount						4,321.54	
84868	04/28/20	2869	AT&T	SRV	PV	169715	001	00101		67.07	0123/040720
				4/7-5/6/20							
				SRV						33.03	0124/040720
				4/7-5/6/20							
				SRV						200.82	2045/040720
				4/7-5/6/20							
				SRV						405.67	2043/040720
				4/7-5/6/20							
				SRV						280.88	9054/040520
				4/5-5/4/20							
				Payment Amount						987.47	
84869	04/28/20	7770	AUTOMATIONDIR ECT.COM	PRESSURE	PV	169706	001	00101		340.00	10886230
				TRANSMITTERS							
				CR						227.76	10882082
				RTN#10672129							
				DC POWER						433.62	10869566
				SUPPLIES							
				Payment Amount						545.86	
84870	04/28/20	2425	BANK OF AMERICA	VISA	PV	169681	001	00101		387.83	7112/040720
				CHG-ALAMAGUER							
				-MAR'20							
				VISA						21.86	9030/040720
				CHG-ARENAS-MA							

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Co	Amount	Invoice Number
				R'20					
				VISA	PV	169682	002 00701	450.00	9030/040720
				CHG-ARENAS-MA					
				R'20					
				VISA	PV	169682	003 00701	502.63	9030/040720
				CHG-ARENAS-MA					
				R'20					
				VISA	PV	169682	004 00701	429.52	9030/040720
				CHG-ARENAS-MA					
				R'20					
				VISA	PV	169682	005 00701	42.69	9030/040720
				CHG-ARENAS-MA					
				R'20					
				VISA	PV	169683	001 00701	71.88	7536/040720
				CHG-BAIRD-MAR					
				'20					
				VISA	PV	169684	001 00701	54.00	8102/040720
				CHG-BOCKELMAN					
				-MAR'20					
				VISA	PV	169684	002 00701	174.00	8102/040720
				CHG-BOCKELMAN					
				-MAR'20					
				VISA	PV	169684	003 00701	174.00	8102/040720
				CHG-BOCKELMAN					
				-MAR'20					
				VISA	PV	169685	001 00701	48.64	6167/040720
				CHG-BOSSON-MA					
				R'20					
				VISA	PV	169686	001 00701	148.75	6771/040720
				CHG-BUCHANAN-					
				MAR'20					
				VISA	PV	169686	002 00701	200.00	6771/040720
				CHG-BUCHANAN-					
				MAR'20					
				VISA	PV	169687	001 00701	31.49	7651/040720
				CHG-CASPARY-M					
				AR'20					
				VISA	PD	169688	001 00701	549.00-	6377/040720
				CHG-CLARK-MAR					
				'20					
				VISA	PD	169688	002 00701	51.17	6377/040720

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm Co	Amount	Invoice Number
				CHG-CLARK-MAR					
	'20			VISA	PD	169688	003 00701	33.34	6377/040720
				CHG-CLARK-MAR					
	'20			VISA	PV	169689	001 00701	1,450.08	3954/040720
				CHG-GARMAN-MA					
	'20			VISA	PV	169690	001 00101	19.31	7477/040720
				CHG-GIL-MAR'2					
	0			VISA	PV	169690	002 00101	85.10	7477/040720
				CHG-GIL-MAR'2					
	0			VISA	PV	169690	003 00101	47.05	7477/040720
				CHG-GIL-MAR'2					
	0			VISA	PV	169690	004 00101	5.46	7477/040720
				CHG-GIL-MAR'2					
	0			VISA	PV	169690	005 00101	17.51	7477/040720
				CHG-GIL-MAR'2					
	0			VISA	PV	169691	001 00101	65.69	3713/040720
				CHG-JONES-MAR					
	'20			VISA	PV	169691	002 00101	175.07	3713/040720
				CHG-JONES-MAR					
	'20			VISA	PV	169691	003 00101	34.44	3713/040720
				CHG-JONES-MAR					
	'20			VISA	PV	169691	004 00101	636.32	3713/040720
				CHG-JONES-MAR					
	'20			VISA	PV	169691	005 00101	221.99	3713/040720
				CHG-JONES-MAR					
	'20			VISA	PV	169691	006 00101	36.46	3713/040720
				CHG-JONES-MAR					

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document . . .	Key	Amount	Invoice Number
Number	Date	Number			Number	Co		Number
1	2	3	4	5	6	7	8	9
VISA					PV	001 00701	503.28	1975/040720
CHG-MCDERMOTT								
-MAR'20								
VISA					PV	002 00701	725.00	1975/040720
CHG-MCDERMOTT								
-MAR'20								
VISA					PV	003 00701	1,871.36	1975/040720
CHG-MCDERMOTT								
-MAR'20								
VISA					PV	001 00701	104.00	6549/040720
CHG-MCNUTT-MA								
R'20								
VISA					PV	002 00701	978.84	6549/040720
CHG-MCNUTT-MA								
R'20								
VISA					PV	003 00701	188.27	6549/040720
CHG-MCNUTT-MA								
R'20								
VISA					PV	004 00701	290.00-	6549/040720
CHG-MCNUTT-MA								
R'20								
VISA					PV	003 00701	15.31	5953/040720
CHG-MEREDITH-								
MAR'20								
VISA					PV	004 00701	536.00	5953/040720
CHG-MEREDITH-								
MAR'20								
VISA					PV	005 00701	16.60	5953/040720
CHG-MEREDITH-								
MAR'20								
VISA					PV	006 00701	37.61	5953/040720
CHG-MEREDITH-								
MAR'20								
VISA					PV	007 00701	90.00-	5953/040720
CHG-MEREDITH-								
MAR'20								
VISA					PD	001 00701	167.96	5458/040720
CHG-PANIAGUA-								
MAR'20								
VISA					PD	002 00701	384.00	5458/040720
CHG-PANIAGUA-								

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Co	Amount	Invoice Number
	MAR'20									
	VISA				PD	169695	003	00701	75.00	5458/040720
	CHG-PANIAGUA-									
	MAR'20									
	VISA				PD	169695	004	00701	628.03-	5458/040720
	CHG-PANIAGUA-									
	MAR'20									
	VISA				PV	169696	001	00701	139.00	3801/040720
	CHG-NKWENJIM									
	AR'20									
	VISA				PV	169696	002	00701	20.00	3801/040720
	CHG-NKWENJIM									
	AR'20									
	VISA				PV	169696	003	00701	9,904.90	3801/040720
	CHG-NKWENJIM									
	AR'20									
	VISA				PV	169696	004	00701	197.27	3801/040720
	CHG-NKWENJIM									
	AR'20									
	VISA				PV	169697	001	00701	425.00-	6347/040720
	CHG-PATTERSON									
	-MAR'20									
	VISA				PV	169697	004	00701	7,431.17	6347/040720
	CHG-PATTERSON									
	-MAR'20									
	VISA				PV	169697	005	00701	280.00	6347/040720
	CHG-PATTERSON									
	-MAR'20									
	VISA				PV	169698	001	00701	13.00	4118/040720
	CHG-PEDERSEN-									
	MAR'20									
	VISA				PV	169698	002	00701	369.96	4118/040720
	CHG-PEDERSEN-									
	MAR'20									
	VISA				PV	169698	003	00701	40.00	4118/040720
	CHG-PEDERSEN-									
	MAR'20									
	VISA				PV	169699	001	00751	1,667.92	8913/040720
	CHG-ROBINS-MA									
	R'20									
	VISA				PD	169700	001	00701	693.68-	6442/040720

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Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
				CHG-SACCARECC						
			IA-MAR'20		PD	169700	002	00701	975.00-	6442/040720
			VISA							
			CHG-SACCARECC							
			IA-MAR'20		PD	169700	003	00701	975.00-	6442/040720
			VISA							
			CHG-SACCARECC							
			IA-MAR'20		PD	169700	004	00701	199.00	6442/040720
			VISA							
			CHG-SACCARECC							
			IA-MAR'20		PD	169700	005	00701	199.00	6442/040720
			VISA							
			CHG-SACCARECC							
			IA-MAR'20		PD	169700	006	00701	199.00	6442/040720
			VISA							
			CHG-SACCARECC							
			IA-MAR'20		PD	169700	007	00701	32.19	6442/040720
			VISA							
			CHG-SACCARECC							
			IA-MAR'20		PD	169700	008	00701	671.58	6442/040720
			VISA							
			CHG-SACCARECC							
			IA-MAR'20		PV	169701	001	00701	45.00	1326/040720
			VISA							
			CHG-SONGER-MA							
			R'20							
			VISA		PV	169701	002	00701	499.00	1326/040720
			CHG-SONGER-MA							
			R'20							
			VISA		PV	169701	003	00701	424.00	1326/040720
			CHG-SONGER-MA							
			R'20							
			VISA		PV	169702	001	00701	286.53	0615/040720
			CHG-TRIPLETT-							
			MAR'20							
			VISA		PV	169702	002	00701	286.52	0615/040720
			CHG-TRIPLETT-							
			MAR'20							
			VISA		PV	169702	003	00701	573.05	0615/040720
			CHG-TRIPLETT-							
			MAR'20							

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	frm	Co	Amount	Invoice Number
				VISA	PV	169702	004	00701		286.53	0615/040720
				CHG-TRIPLETT- MAR'20							
				VISA	PV	169702	005	00701		286.52	0615/040720
				CHG-TRIPLETT- MAR'20							
				VISA	PV	169702	006	00701		16.40	0615/040720
				CHG-TRIPLETT- MAR'20							
				VISA	PV	169702	007	00701		89.79	0615/040720
				CHG-TRIPLETT- MAR'20							
				VISA	PV	169702	008	00701		503.47	0615/040720
				CHG-TRIPLETT- MAR'20							
				VISA	PV	169702	009	00701		1,032.88	0615/040720
				CHG-TRIPLETT- MAR'20							
				VISA	PV	169703	001	00101		10.93	0751/040720
				CHG-VOLLMAR-M AR'20							
				VISA	PV	169704	001	00701		25.00	8239/040720
				CHG-WINK-MAR' 20							
				VISA	PV	169704	002	00701		50.88	8239/040720
				CHG-WINK-MAR' 20							
				VISA	PV	169705	001	00701		200.00	6218/040720
				CHG-ZHAO-MAR' 20							
				VISA	PV	169761	001	00701		11.80	0544/040720
				CHG-KORKOSZ-M AR'20							
				VISA	PV	169761	002	00701		15.23	0544/040720
				CHG-KORKOSZ-M AR'20							
				VISA	PV	169761	003	00701		11.74	0544/040720
				CHG-KORKOSZ-M AR'20							
				VISA	PV	169761	004	00701		235.94	0544/040720
				CHG-KORKOSZ-M							



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Payment Number	Payment Date	Address Number	Name	Payment Slub Message	Ty	Document Number	Key Itm	Key Co	Amount	Invoice Number
84871	04/28/20	2516	CALIFORNIA ASSOC. OF SANIAGENCIES	Payment:Amount PFAS SCIENCE EVAL STDY	PV	169753	001	00701	5,000.00	4469
84872	04/28/20	2964	CA DEPARTMENT OF TAX&FEE ADMINISTRATIO N	Payment:Amount USE TAXES-Q/E 3/31/20	PV	169772	001	00701	4,862.00	097-817885/03 3120
84873	04/28/20	18739	CALIFORNIA HAZARDOUS SERVICES, INC.	Payment:Amount APR/20 SITE VISIT	PV	169758	001	00701	105.00	65721
84874	04/28/20	2510	CALTROL, INC	Payment:Amount BODY FEEDER NOZZLES	PV	169712	001	00101	1,119.04	CD99100639
Alt Payee 3222 CALTROL P.O. BOX 741123 LOS ANGELES CA 90074-1123										
84875	04/28/20	2786	CEDAR VALLEY PLUMBING SUPPLY	Payment:Amount DRINKING FOUNTAIN	PV	169720	001	00701	1,248.02	120480
84876	04/28/20	18860	CHEMTREAT, INC.	Payment:Amount APR/20 WTR TRTMNT	PV	169733	001	00701	693.62	28588931
84877	04/28/20	16821	CLEAN SWEEP SUPPLY CO., INC	Payment:Amount TISSUE/TOWELS /SEAT CVRS	PV	169782	001	00701	2,214.18	579716
84878	04/28/20	11330	DIAL SECURITY	Payment:Amount CR-CLAIM/J.A. 5/30/19	PD	169786	001	00701	440.43-	372600
84879	04/28/20		SRV-HQ	4/20 SEC	PV	169787	001	00701	355.00	373678
84880	04/28/20		4/20 SEC		PV	169788	001	00701	271.00	373679

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Key	Amount	Invoice Number
Number	Date	Number				Number	Item	Co		Number
				SRV-TAPIA						
				4/20 SEC	PV	169789	001	00701	35.00	373680
				SRV-RLV						
				4/20 SEC	PV	169790	001	00701	35.00	373681
				SRV-RLV FARM						
				4/20 SEC	PV	169791	001	00701	125.00	373682
				SRV-WLK						
				4/20 SEC	PV	169792	001	00701	35.00	373683
				SRV-WLK P/S						
				4/20 SEC	PV	169793	001	00701	147.00	373684
				SRV-IT ROOM						
				4/20 CELL	PV	169794	001	00701	15.00	373685
				PLAN-RLV						
				4/20 SEC	PV	169795	001	00701	114.00	373686
				SRV-OPS						
				Payment Amount					691.57	
84879	04/28/20	20685	DOCUMENT SYSTEMS INC	1/14-2/23	PV	169784	001	00701	90.26	125730
				CANON MNT-CS						
				2/24-3/23	PV	169785	001	00701	87.73	128731
				CANON MNT-CS						
				Payment Amount					177.99	
84880	04/28/20	21546	EASTWOOD RANCH FOUNDATION	EASEMENT@2826	PV	169754	001	00101	1.00	ESMINT-4"DC
				0 DOROTHY						
				Payment Amount					1.00	
84881	04/28/20	2654	FAMCON PIPE	VALVES,STOPS & ADPTRS	PV	169743	001	00701	8,485.26	S100024953.00
				Payment Amount					8,485.26	2
84882	04/28/20	6770	G.I. INDUSTRIES	4/1-4/15 SHOP BLDG	PV	169748	001	00701	734.71	2940146-0283-
				Payment Amount					734.71	2
				Alt Payee						
			6771 G.I. INDUSTRIES							
			P. O. BOX 541065							
			LOS ANGELES CA 90054-1065							
			Payment Amount						734.71	
84883	04/28/20	20970	GARDA CL WEST, INC.	4/20 ARMORED TRNSPT SRV	PV	169757	001	00701	325.37	10558456
				Payment Amount					325.37	
84884	04/28/20	19548	GRM INFORMATION MANAGEMENT	MAR'20 RECORDS STORAGE	PV	169723	001	00701	118.64	0401897

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key Item	Key Co	Amount	Invoice Number
SERVICES-CA										
84885	04/28/20	7421	HAMNER, JEWELL AND ASSOCIATES	MAR'20 RECORDS STORAGE Payment Amount TWN LKS 11/15-12/15/1 9	PV	169724	001	00701	310.92	0401898
									429.56	190161
84886	04/28/20	21537	IOSIGHT LTD	Payment Amount 50% IGREEN DATA MGMT SYS	PV	169729	001	00701	16,500.00	2595
84887	04/28/20	2997	J G TUCKER & SONS	Payment Amount GAS METER SENSORS	PV	169713	001	00751	650.09	13144
84888	04/28/20	2745	JOEY M'S UPHOLSTERERS	Payment Amount SEAT REPAIR-VEH#89 3	PV	169766	001	00701	487.25	033020
84889	04/28/20	19572	KURZ INSTRUMENTS C/O PATTEN SYSTEMS	Payment Amount WET GAS FLOW METER	PV	169731	001	00701	6,827.33	81727
									487.25	
									101.64	81727
All Payee 19573 KURZ INSTRUMENTS 2411 GARDEN ROAD MONTEREY CA 93940										
84890	04/28/20	2611	LA DWP	Payment Amount RECTIFIER 3/16-4/17/20 RECTIFIER 3/18-4/20/20	PV	169770	001	00101	47.48	0176998/041720
									6,928.97	
84891	04/28/20	2789	LIEBERT CASSIDY WHITMORE	Payment Amount LEGAL SRV-GEN P/E 3/31	PV	169752	001	00701	2,583.00	503850/042020
									89.68	1497005
84892	04/28/20	2814	MCMMASTER-CARR SUPPLY CO	Payment Amount GIB KEYS	PV	169711	001	00751	24.34	37693717
									2,583.00	

Batch Number - 279461

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
			Alt Payee	MANHOLE COVER LIFTER	PV	169714		001	00130	249.87	37312938
				BOLTS	PV	169749		001	00101	53.06	37862821
			MC MASTER-CARR P. O. BOX 7690 CHICAGO IL 60680-7690								
				Payment Amount						327.27	
84893	04/28/20	2365	MSO TECHNOLOGIES	P/E 2/29 PLC	PV	169730		001	00701	3,471.94	6502
				DSGN/PRGM							
				Payment Amount						3,471.94	
84894	04/28/20	2846	NATIONAL PLANT SERVICES INC	CLEAN US #1 & 2	PV	169745		001	00701	2,100.00	15564
				Payment Amount						2,100.00	
84895	04/28/20	16372	OLIN CORPORATION - CHLOR ALKALI	4,756 GAL	PV	169739		001	00701	4,006.10	2816095
				HYPOCHLORITE							
				4,662 GAL	PV	169759		001	00701	3,926.92	2818806
				HYPOCHLORITE							
				4,846 GAL	PV	169760		001	00701	4,081.91	2817190
				HYPOCHLORITE							
			Alt Payee	OLIN CORPORATION - CHLOR ALKALI							
				P.O. BOX 402766 ATLANTA GA 30384-2766							
				Payment Amount						12,014.93	
84896	04/28/20	21549	PEPPER HAMILTON LLP	SETLMNT-ZUSSE	PV	169773		001	00751	625,000.00	STLMNT-ZUSSER
				R V LVMWD							
				Payment Amount						625,000.00	
84897	04/28/20	17295	QUADIENT LEASING USA, INC	MAIL MCHN PMT 4/9-5/8	PV	169726		001	00701	325.50	N8250147
				Payment Amount						325.50	
84898	04/28/20	18973	SOUTHERN COUNTIES OIL	MOBIL POLYREX EM	PV	169709		001	00101	282.76	1608575-IN
				RANDO HD ISO 68	PV	169763		001	00101	1,597.02	1607801-IN
				Payment Amount						1,879.78	
84899	04/28/20	20898	SDI PRESENCE LLC	P/E 3/31-ERP	PV	169783		001	00701	7,498.66	4499
				CONSLT STDY							

Alt Payee

Batch Number - 279461

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Number	Key Lim	Co	Amount	Invoice Number
		20936	SDI PRESENCE LLC 29290 NETWORK PLACE CHICAGO IL 60673-1292							
				Payment Amount					7,498.66	
84900	04/28/20	20880	TPX	SRV	PV	169741	001	00701	492.50	128873125-0
			COMMUNICATION	4/16--5/15/20						
			S							
				SRV	PV	169741	002	00701	200.00	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	003	00701	182.87	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	004	00701	166.87	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	005	00701	200.00	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	006	00701	1,100.40	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	007	00701	1,102.10	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	008	00701	1,322.25	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	009	00701	215.70	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	010	00701	200.00	128873125-0
				4/16--5/15/20						
				SRV	PV	169741	011	00701	951.00	128873125-0
				4/16--5/15/20						
				Payment Amount					6,133.69	
84901	04/28/20	21252	TYLER TECHNOLOGIES, INC.	ERP IMPLTN	PV	169725	001	00701	1,400.00	045-297836
				3/26/20						
				Payment Amount					1,400.00	
84902	04/28/20	3429	UNITED PARCEL SERVICE	PKG DLVRD	PV	169767	001	00701	78.68	000025W020150
				2/11&12/CR						/2020
				FEE						
				Payment Amount					78.68	
				AD-WIPES CLOG						
				PIPES 4/9						4-9
				Payment Amount					80.00	
84903	04/28/20	2780	VALLEY NEWS GROUP	APR'20 ELEV	PV	169732	001	00701	290.00	7617
				ELEVATOR						

Batch Number - 279461

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document		Key	Amount	Invoice Number
						Number	itm			
SOLUTIONS, INC.										
84905	04/28/20	2436	VINCE BARNES AUTOMOTIVE	Payment Amount OIL GSKT/BRKS & ROTORS-#893 ALT/BATTERY-#31 7 OIL/FLTRS-#91 5 RPLC STARTER MOTOR-#816 TRANS/FUEL INTJN SRV-#891 FUEL PUMP ASMBLY-#817 SEAT BELT RCVR-#893 SHIFT HNDL/DOOR SLIDES#825	PV	169734	001	00701	290.00 677.04 524.43 93.81 295.06 399.05 601.23 222.93 806.57	024496 024497 024502 024503 024505 024508 024513 024515
84906	04/28/20	18521	WALTON MOTORS & CONTROLS, INC.	Payment Amount RPR MOTOR-MIXER#2 3053 RPR MOTOR-MIXER#2 3055	PV	169746	001	00701	3,620.12 12,502.63	41721 41722
84907	04/28/20	3048	WEST COAST AIR CONDITIONING	Payment Amount RPLC PILOT CNTRLR-TAPIA SRV HOT WTR VLYS-BD#8	PV	169755	001	00701	24,905.62 888.80	S107563 S107611
84908	04/28/20	3067	XEROX CORPORATION	Payment Amount 3/20 LEASE-HQ & TAPIA 3/20 LEASE-HQ & TAPIA 3/20 LEASE-HQ & TAPIA	PV	169762	001	00701	1,167.55 457.27 28.97 46.19	702388602 702388602 702388602 702388602

Batch Number - 279461

Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
				3/20 LEASE-HQ & TAPIA	PV	169762	004	00701	66.86	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	005	00701	578.59	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	006	00701	36.55	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	007	00701	58.45	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	008	00701	2.01	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	009	00701	170.87	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	010	00701	23.13	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	011	00701	18.41	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	012	00701	7.69	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	013	00701	611.68	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	014	00701	38.75	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	015	00701	61.79	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	016	00701	117.52	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	017	00701	129.79	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	018	00701	8.22	702388602
				3/20 LEASE-HQ & TAPIA	PV	169762	019	00701	13.12	702388602
				Payment Amount				2,475.96		
84909	04/28/20	21474	ZONES, LLC	KEYBOARD & MOUSE/MAC MINI	PV	169728	001	00701	1,022.16	K15089210101
				(5) IPAD PROS	PV	169765	001	00701	5,186.03	K15089210102
				(5) IPAD PROS	PV	169765	002	00701	20.00	K15089210102
				Payment Amount				6,228.19		
				Total Amount of Payments Written				796,023.88		

Batch Number - 279461  
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document . . .	Key	Key Co	Amount	Invoice Number
Total Number of Payments Written										
										47





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

**MINUTES**  
**SPECIAL MEETING**

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9:00 AM

April 13, 2020

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the Flag was led by David Pedersen.

**1. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at **9:00 a.m.** by Board President Lewitt via teleconference in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. The meeting was conducted via teleconference pursuant to the provisions of the Governor's Executive Order, N-29-20, which suspended certain requirements of the Ralph M. Brown Act to support social distancing guidelines associated with response to the coronavirus (COVID-19) pandemic. Josie Guzman, Clerk of the Board, conducted the roll call.

**Present:** Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, Len Polan, and Lee Renger

**Absent:** None

**Staff Present:** David Pedersen, General Manager  
Joe McDermott, Director of Engineering and External Affairs  
Don Patterson, Director of Finance and Administration  
John Zhao, Director of Facilities and Operations  
Josie Guzman, Clerk of the Board  
Keith Lemieux, District Counsel  
Doug Anders, Administrative Services Coordinator  
Ursula Bosson, Customer Service Manager  
Brett Dingman, Water Reclamation Manager  
Darrell Johnson, Water Systems Manager  
Jim Korkosz, Facilities Manager

Mike McNutt, Public Affairs and Communications Manager  
Ivo Nkwenji, Information Systems Manager  
Sherri Paniagua, Human Resources Manager  
Dave Roberts, Resource Conservation Manager  
Angela Saccareccia, Finance Manager  
Eric Schlageter, Principal Engineer

## **2. APPROVAL OF AGENDA**

Director Polan moved to approve the agenda. Motion seconded by Director Caspary. Motion carried unanimously by roll call vote.

## **3. PUBLIC COMMENTS**

None.

## **4. STRATEGIC PLANNING**

### **A Review of District's Strategic Plan**

General Manager David Pedersen reviewed the District's Strategic Plan. He noted that the Strategic Plan was scheduled to be updated by July 2021, and he suggested that staff begin to review the plan by the end of the year to ensure that it was current. He responded to several comments and questions posed by the Board.

## **5. TACTICAL ACTIONS AND ACTIVITIES**

### **A Fiscal Years 2018-20 Tactical Actions and Activities**

The Department Heads and Department Managers presented the status of the Fiscal Years 2018-20 Tactical Actions and Activities. Staff responded to several comments and questions posed by the Board. The Board recessed to a break during the presentation at 10:47 a.m., and reconvened at 10:55 a.m.

## **6. FISCAL YEARS 2020-22 FINANCIAL UPDATE**

### **A Review of District's Financial Position**

Angela Saccareccia, Finance Manager, provided a PowerPoint presentation and responded to several questions posed by the Board.

Don Patterson, Director of Finance and Administration, suggested that the Board hold a budget workshop on April 27, 2020, at 9:00 a.m.

### **B Schedule and Process for 5-Year Rate Study**

Don Patterson, Director of Finance and Administration, provided an update regarding the 5-year rate study, and noted that the Proposition 218 public hearing would be held on October 20, 2020.

### **C Annual Review of Financial Policies**

#### **Review and provide any feedback on the District's Financial Policies.**

Don Patterson, Director of Finance and Administration, provided a PowerPoint presentation and recommended no changes to the District's Financial Policies. He responded to several questions posed by the Board.

### **D Annual Review of Investment Policy**

#### **Review and provide any feedback on the District's Investment Policy.**

Don Patterson, Director of Finance and Administration, provided a PowerPoint presentation and recommended no changes to the District's Investment Policy. He responded to several questions posed by the Board.

The Board recessed to a break at 12:24 p.m., and reconvened at 12:58 p.m.

## **7. PURE WATER PROJECT LAS VIRGENES- TRIUNFO**

### **A Pure Water Project Outstanding Issues**

General Manager David Pedersen noted that an outstanding issue was the approach that would be taken for sharing the cost for District-only facilities, including Las Virgenes Reservoir, Westlake Filtration Plant, Westlake Pump Station, and some of the potable water distribution system that transmits water between the filter plant and potentially to the new Calleguas Municipal Water District (Calleguas) interconnection. He stated that the previous proposal was that the District and TWSD would share the cost to operate, maintain, and rehabilitate any of the District-only facilities, and TWSD would not take any ownership rights in those facilities. He noted that this would protect the District's ratepayers' investment in those facilities, and would allow the District's ratepayers to have first priority to those facilities for their benefit. He stated that any available and surplus capacity would be made available for the Pure Water Project Las Virgenes-Triunfo. He noted the cost-sharing approach was utilized when the Board and the JPA approved a license agreement for the use of Building No. 1 for the Pure Water Demonstration Facility. He recommended that this model be followed for the use of all other District-only facilities. He discussed Calleguas' future role in transferring water from the District's system to TWSD's water system, and noted that negotiations for an operating agreement with Calleguas would begin in the coming year.

A discussion ensued regarding the possibility of amending the JPA agreement or entering into a complementary JPA agreement that would be project-specific.

General Manager David Pedersen provided an update regarding implementing a future policy for expanding the recycled water system and the potential role in collaborating with the City of Thousand Oaks for brine disposal and groundwater treatment.

## **B Update on Financing Strategy**

Don Patterson, Director of Finance and Administration, provided an update regarding the financing strategy. He noted that the District hired Piper Sandler Companies to provide financial advisory services for the Pure Water Project Las Virgenes-Triunfo. He responded to questions posed by the Board regarding TWSD's proposed rate increase and the District's financing contingency planning.

## **C Discussion of Project Delivery Methodology**

General Manager David Pedersen provided an update regarding the environmental review process for the full-scale project. He noted that all of the funding commitments for grants were linked to clearing environmental review. He also noted that the District could not receive funding for the project until the District completes an environmental document in accordance with the requirements of the California Environmental Quality Act (CEQA). He further noted that the District would need to conduct preliminary engineering. He stated that the District had traditionally used the design-bid-build process. He also stated that alternative project delivery methods in the public sector were gaining adoption due to a variety of benefits in the different design-build options, including better risk sharing among the parties involved in the project, aligning the interests of the contractor and the owner, possibly sharing in cost-savings, and achieving earlier project cost certainty.

Joe McDermott, Director of Engineering and External Affairs, provided a summary of various project delivery methods, including construction management at risk (CMAR), progressive design-build, fixed price design-build, design-build-operate, and public-private partnerships (P3). He noted that the Las Virgenes Municipal Water District Code allowed for all of these types of project delivery methods. He also noted that a Request for Proposals would be issued for preliminary engineering and environmental work and for an Owner's Advisor/Program Manager, depending on the type of delivery method selected. He provided a summary of the benefits of a progressive design-build delivery method, which would include hiring a single design and construction team, securing a construction contractor early in the process, receiving project cost certainty or guaranteed maximum price (GMP), assuming less risk for the JPA and District, reducing the likelihood of change orders or claims, possibility receiving a higher quality end product, and providing the potential for a quicker overall project delivery. He noted that the deadline to complete the project would be November 2030, and there was a possibility that the project could be completed two to three years sooner through a progressive design-build delivery method.

Director Caspary requested that staff provide an updated project timeline.

Eric Schlageter, Principal Engineer, provided an overview of the scope of services for the Owner's Advisor/Program Manager, preliminary design elements, and the CEQA process

to define a project eligible for future funding opportunities. He noted that currently the estimated project cost was \$140 million, and the cost for services from an Owner's Advisor/Program Manager was anticipated to be in the range of \$4 to \$6 million. He stated that the scope of the Request for Proposals would include the following: program management; project priorities and drivers; project delivery methodology and procurement support; technical studies, drawings, and specifications that support preliminary design and bridging documents; environmental studies and regulatory compliance per CEQA to support the environmental impact report; and cost estimating and scheduling to develop a cost-loaded schedule to identify financial needs.

General Manager David Pedersen responded to several questions posed by the Board. He recommended scheduling a JPA workshop to discuss the Pure Water Project Las Virgenes-Triunfo, the progressive design-build delivery method, Request for Proposals for an Owner's Advisor/Program Manager, preliminary engineering, and environmental review process. The Board expressed support for scheduling a JPA workshop in June or July.

#### **D Review of Operations and Staffing Plan**

John Zhao, Director of Facilities and Operations, provided an update regarding the operations and staffing plan for the Pure Water Demonstration Facility with in-house staff, and cross-training staff from the Tapia Water Reclamation Facility and the Westlake Filtration Plant in preparation for the future operation of the full scale Pure Water Project Las Virgenes-Triunfo.

### **8. EMERGENCY RESPONSE PLANNING**

#### **A Review of Response to Coronavirus (COVID-19) Pandemic**

General Manager David Pedersen stated that an update regarding the District's response to the COVID-19 pandemic would continue to be provided at each Board meeting. He also stated that lessons learned regarding the pandemic and related public health concerns would be incorporated into the District's Emergency Response Plan. He noted that staff was closely monitoring economic and financial impacts, including decreased water sales and customers' inability to pay their bills. He also noted the makeup of the District's potable water customers: 95 percent residential, four percent commercial, and one percent irrigation. As a result, the District's exposure to reduced water sales would be limited. He noted that he asked the various departments to consider potential cost-saving measures to recommend to the Board as part of the budget process.

Board President Lewitt suggested reaching out to the California Association of Sanitation Agencies (CASA), Association of California Water Agencies (ACWA), WateReuse, elected officials, and the District's lobbyists to seek state and federal assistance. He also suggested delaying projects, such as the Boardroom Improvements Project. He stated that he was not seeking to cut employees' hours, salaries, or positions.

General Manager David Pedersen responded that staff was working on ideas to soften the impacts to customers, and was working with the District's lobbyists to seek reimbursement for forgiveness of delinquent water bills. He noted that currently he was authorized to provide customers a 12-month maximum payment plan plus interest for late bills, and he suggested that the Board consider authorizing a longer-term payment plan with partial deferral in the near term and no interest. The Board expressed support.

## **B Discussion of Earthquake Preparedness**

General Manager David Pedersen discussed the need to be prepared for an earthquake and to be aware of the District's Emergency Response Plan. He noted that all District employees took an oath as disaster service workers, and District staff would be required to report to work following an earthquake after they determined that their families and homes were safe. He stated that the District was looking into a notification system, such as Everbridge, to communicate with employees and customers during and immediately a disaster such as an earthquake. He also stated that customers would be directed to visit the District's website for additional information.

## **9. ADJOURNMENT**

Seeing no further business to come before the Board, the meeting was duly adjourned at **2:27 p.m.**

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Jay Lewitt, President  
Board of Directors  
Las Virgenes Municipal Water District

ATTEST:

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Charles Caspary, Secretary  
Board of Directors  
Las Virgenes Municipal Water District

(SEAL)



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

**MINUTES**  
**REGULAR MEETING**

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9:00 AM

April 21, 2020

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the Flag was led by Stephen Bigilen.

**1. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at **9:00 a.m.** by Board President Lewitt via teleconference in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. The meeting was conducted via teleconference pursuant to the provisions of the Governor's Executive Order, N-29-20, which suspended certain requirements of the Ralph M. Brown Act to support social distancing guidelines associated with response to the coronavirus (COVID-19) pandemic. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, Len Polan, and Lee Renger

Absent: None

Staff Present: David Pedersen, General Manager  
Joe McDermott, Director of Engineering and External Affairs  
Don Patterson, Director of Finance and Administration  
John Zhao, Director of Facilities and Operations  
Josie Guzman, Clerk of the Board  
Wayne Lemieux, District Counsel

**2. APPROVAL OF AGENDA**

Director Caspary moved to approve the agenda. Motion seconded by Director Polan.



Motion carried unanimously by roll call vote.

**3. PUBLIC COMMENTS**

None.

**4. CONSENT CALENDAR**

**A List of Demands: April 21, 2020: Receive and file**

**B Minutes Regular Meeting of April 7, 2020: Approve**

**C Directors' Per Diem – March 2020: Ratify**

Director Caspary moved to approve the Consent Calendar. Motion seconded by Director Lo-Hill. Motion carried unanimously by roll call vote.

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

**A MWD Representative Report**

Glen Peterson, MWD Representative, reported that the MWD Board approved the Fiscal Year 2020-21 and Fiscal Year 2021-22 budget, in the amount of \$2.81 billion, which included a three percent increase for water rates effective January 1, 2021, a four percent increase for water rates effective January 1, 2022, \$605 million in debt service for general obligation and revenue bonds, \$245 million to fund projects identified in the Capital Improvements Program (CIP), and the Ten-Year Financial Forecast. He noted that due to the COVID-19 crisis, the MWD Board voted to review the budget and rates no later than at the September 2020 meeting, including reviewing staffing levels, revisiting advance recruitment for overlapping staff positions, matching CIP appropriations to the slowdown in expenditures, suspending the Director inspection trip program, suspending vehicle purchases, and planning for strategic use of reserves and financing. He noted that General Manager Jeffrey Kightlinger indicated that he would remain at MWD during the COVID-19 crisis. He also noted that MWD was short \$40 million from last year due to decreased water sales. He also reported that the Engineering and Operations Committee reviewed several CIP projects including the Greg Avenue Pump Station Rehabilitation Project, which was placed on hold. He reported that the MWD Board authorized litigation against the California Department of Fish and Wildlife and the Department of Water Resources, challenging the Final Environmental Impact Report and the California Endangered Species Act incidental take permit for long-term operation of the State Water Project. He responded to questions regarding the status of the recruitment process for the new MWD General Manager and the concerns voiced by public speakers regarding the MWD budget adoption. He also addressed an article from *Brown & Caldwell News* regarding the detection of COVID-19 in raw sewage. General Manager David Pedersen responded that he read the article, and noted that the District would be collecting samples and participating in a study on COVID-19 in wastewater.

## **B Legislative and Regulatory Updates**

Joe McDermott, Director of Engineering and External Affairs, reported that response to the COVID-19 pandemic was expected to cost the State \$30 billion. He noted that \$20 billion was set aside in the rainy day fund, and the State would need to take \$10 billion from the budget to cover COVID-19 related expenditures. He stated that any proposed bill that would cost the State money would likely not move forward. He provided an update regarding proposed SB 1099 (Dodd) related to emergency generator testing that the District was co-sponsoring with the California Mutual Utilities Association (CMUA). He noted that the bill was expected to be presented to the Senate Environmental Quality Committee. He also noted that the District's lobbyist and CMUA were continuing to work on amendments to the proposed bill. He reported that another version of the federal Coronavirus Aid, Relief, and Economic Security Act (CARES) was being proposed to assist local governments. He noted that the District's lobbyist, Best Best & Krieger LLP, facilitated the preparation of a letter requesting that the following be considered in the next CARES bill: (1) include that public agencies also be granted a payroll tax credit; (2) include a separate fund for public agencies to address costs that are being absorbed, as well as to backfill losses in revenue; and (3) provide funding for direct access by public agencies for infrastructure. He responded to a question regarding the proposed amendments to SB 1099 by stating that the proposed amendments would include the definition of an emergency generator and remove a provision regarding a local air pollution control board not assessing additional fees. General Manager David Pedersen noted that approximately 20 agencies expressed support for the bill; however, the California Association of Pollution Control Officers registered its opposition. He also noted that the amendments to the proposed bill would require that the California Air Resources Board issue an automatic variance to allow runtime for emergencies, public safety power shutoffs, and maintenance and testing. He also reported that a similar bill proposed by the Association of California Water Agencies (ACWA) was no longer viable as the Assembly National Resources Committee decided not to move forward with the bill. He stated that he would share a copy of proposed amendments to SB 1099 with the Board.

## **C Water Supply Conditions Update**

Joe McDermott, Director of Engineering and External Affairs, presented the report.

### **6. TREASURER**

Director Lo-Hill stated that the Treasurer's report was in order.

### **7. BOARD OF DIRECTORS**

#### **A Response to Coronavirus (COVID-19) Pandemic: Amended and Reenacted Emergency declaration with Additional Relief for Customers**

**Pass, approve, and adopt proposed Resolution No. 2574 amending and reenacting the declaration of a local state of emergency due to the novel coronavirus (COVID-19) pandemic and authorizing interest-free payment plans for up to 24 months.**

## **RESOLUTION NO. 2574**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2572, STATE OF EMERGENCY DUE TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC AND AUTHORIZING ACTIONS TO SUPPORT THE RESPONSE AND RECOVERY EFFORT**

**(Reference is hereby made to Resolution No. 2574 on file in the District's Resolution Book and by this reference the same is incorporated herein.)**

General Manager David Pedersen presented the report.

Ursula Bosson, Customer Service Manager, provided an update on the number of customer calls received regarding inability to pay, payment plan arrangements, number of autopay enrollments and cancellations, comparison of yearly balances due, payment numbers and totals comparing current and previous year/month data, and customers' increased use of on-line features.

Director Renger moved to approve Item 7A. Motion seconded by Director Polan.

A discussion ensued regarding changing the policy to not charge interest to customers who entered into payment plans beginning with the March 24, 2020 emergency declaration. General Manager David Pedersen suggested revisiting the payment arrangements made beginning on March 24th to remove the interest provisions, and he suggested handling the terms of the payment arrangements on an individual basis.

A discussion ensued regarding the Governor's Executive Order to temporarily prohibit water shutoffs for non-payment, the remedies available to disconnect water service once the order is lifted, and reporting delinquent accounts to the credit bureau for non-payment and default on payment plans.

Director Lo-Hill asked that the District continue to come up with creative solutions to assist the ratepayers during the COVID-19 state of emergency.

Board President Lewitt requested that staff track the number of customers requesting assistance who have repeatedly exceeded their water budgets.

Motion carried unanimously by roll call vote.

### **B General District Election on November 3, 2020: Approval of Consolidated Election Services**

**Pass, approve, and adopt proposed Resolution No. 2573, pertaining to a General District Election to be held in the District on Tuesday, November 3, 2020; and authorize the Board Secretary to submit certified copies of said resolution, completed Roster of Officeholders for Local Jurisdictions, and District Boundary**

and Divisions Map to the Board of Supervisors and the Registrar-Recorder/County Clerk of the County of Los Angeles.

**RESOLUTION NO. 2573**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO PERMIT THE REGISTRAR-RECORDER/COUNTY CLERK TO RENDER ELECTION SERVICES FOR A GENERAL DISTRICT ELECTION TO BE HELD ON NOVEMBER 3, 2020**

(Reference is hereby made to Resolution No. 2573 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

General Manager David Pedersen presented the report.

Director Lo-Hill moved to approve Item 7B. Motion seconded by Director Renger. Motion carried unanimously by roll call vote.

**8. FINANCE AND ADMINISTRATION**

**A Capacity and Developer Fee Deposits**

**Receive and file the report on capacity and developer fee deposits, provide staff with feedback on proposed process to reconcile accounts with outstanding deposits, and authorize implementation of a new proposed process to manage deposits more effectively in the future.**

General Manager David Pedersen provided introductory remarks.

Don Patterson, Director of Finance and Administration, presented the report and reviewed the proposed process to manage deposits more effectively. He stated that staff would provide an update at a future meeting.

Director Caspary moved to approve Item 8A. Motion seconded by Director Polan.

Mr. Patterson responded to questions posed by the Board regarding the process outlined in the staff report to reconcile the capacity and developer fee deposits.

Motion carried unanimously by roll call vote.

**B Sewer Service Capacity Fee for 28254 Laura La Plante Drive**

**Deny the request to waive an additional \$4,134.50 for the current sewer service capacity fee associated with the property at 28254 Laura La Plante Drive.**

General Manager David Pedersen presented the report, and suggested three options for the Board's consideration: (1) Deny the request (recommended); (2) carry forward the compromise previously approved by the Board on August 8, 2017, for a remaining balance of \$2,624 to close out the issue and make the sewer connection; or (3) grant the waiver of \$4,134.50 and authorize the connection based on fees already paid.

Joanne Bodenhamer, Planning and New Development Technician, addressed the practice of informing customers that rates would increase on July 1st. She noted that she specifically informed Ms. Shahin Benyamin of the increase to the sewer capacity, and she expressed concern that making an exception to the District's code would set a precedent.

Pouya Payan, Ms. Benyamin's son, discussed the difficulties his family encountered that caused construction delays, including issues with the geology and topography of the property, his mother's health issues, and financial hardship. He stated that his family was assisting his mother financially, and he asked the Board to consider making a compromise as they were ready to connect the property to the sewer system within 30 to 60 days.

Director Renger moved to deny the request. Motion seconded by Board President Lewitt.

General Manager David Pedersen stated that a customer could commence sewer service with a stubbed out and sealed sewer lateral while construction continued. He noted that the shape of the lot frontage on the street was relatively small and it then widens above on a slope, and there was concern that the sewer could be damaged during construction because construction equipment enters at the frontage.

Mr. Payan responded to a question regarding the reason Ms. Benyamin did not connect to the sewer system at the same time she connected to the water system by stating that they believed the sewer lateral would have been damaged by heavy equipment during construction.

A discussion ensued regarding concerns with making exceptions to the District's policy on an individual basis and carrying forward with the Board's previously approved compromise.

Director Lo-Hill proposed a substitute motion to carry forward the Board's previous compromise that occurred on August 8, 2017, which included a 50 percent reduction that would result in a reduction of the current sewer capacity fee in the amount of \$1,510.50, leaving a remaining sewer capacity fee of \$2,624 to complete the sewer connection. Substitute motion seconded by Director Polan.

Substitute motion carried by the following roll call vote:

AYES: Caspary, Lo-Hill, Polan,  
NOES: Lewitt, Renger  
ABSTAIN: None  
ABSENT: None

## **9. NON-ACTION ITEMS**

### **A Organization Reports**

None.

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

Director Caspary reported that he participated in the Santa Monica Bay Restoration Commission Governing Board Meeting on April 16, 2020, where the Board adopted the Santa Monica Bay National Estuary Program Fiscal Year 2021 Work Plan.

### **C General Manager Reports**

#### **(1) General Business**

General Manager David Pedersen reported that staff would participate in a conference call next week with the Los Angeles Regional Water Quality Control Board and wastewater service providers from the Los Angeles County area to discuss collection of samples and testing of influent wastewater for COVID-19. He explained that this would be a means to identify and provide early warning of COVID-19 because science shows that the virus appears in the wastewater stream. He noted that District staff was also conducting testing on the final effluent to demonstrate that COVID-19 is effectively removed and inactivated in the treatment process. He asked Board President Lewitt to consider adjourning the meeting in memory of Tom Ash, who recently passed away. He noted that Mr. Ash assisted the District in implementing budget-based water rates.

Brett Dingman, Water Reclamation Manager, responded to a question regarding the timeline for the availability of the results when the influent is tested for COVID-19 by stating that staff collected a sample earlier in the day, which would be kept frozen until the universities were available to test for COVID-19. General Manager David Pedersen asked that staff also collect a final effluent sample to compare and contrast.

#### **(2) Follow-Up Items**

General Manager David Pedersen stated that a follow-up item included looking at accounts receivables and the policy as to when those accounts become aged and would be written off. He noted that a Special Board meeting would be held on April 27, 2020, for a budget workshop, which would include the draft budget and suggestions for potential cost-saving measures.

### **D Directors' Comments**

Director Polan noted a recent newspaper article regarding the possibility of a mega-drought situation. He inquired regarding the status of renting office space in Building No. 1 to the Resource Conservation District of the Santa Monica Mountains. General Manager David Pedersen responded that the District was waiting on having the electrical service installed and operating the pumps in order to determine noise levels before moving

forward with renting the office space. He noted that staff would be proposing a favorable rental amount, recognizing that the space was not of top quality and the potential collaboration with the Resource Conservation District. He stated that staff would look into noise amelioration as part of the proposed lease agreement.

Director Lo-Hill expressed concern with the number of businesses that have closed and their employees who were experiencing a loss of income during the COVID-19 pandemic, and she asked those who have not experienced a loss of income to continue to support local businesses.

**10. FUTURE AGENDA ITEMS**

None.

**11. PUBLIC COMMENTS**

None.

**12. CLOSED SESSION**

None.

**13. OPEN SESSION AND ADJOURNMENT**

Seeing no further business to come before the Board, the meeting was duly adjourned at **11:26 a.m.**, in memory of Tom Ash.

---

Jay Lewitt, President  
Board of Directors  
Las Virgenes Municipal Water District

ATTEST:

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Charles Caspary, Secretary  
Board of Directors  
Las Virgenes Municipal Water District

(SEAL)





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

**MINUTES**  
**SPECIAL MEETING**

---

9:00 AM

April 27, 2020

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Wayne Lemieux.

**1. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at **9:00 a.m.** by Board President Lewitt via teleconference in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. The meeting was conducted via teleconference pursuant to the provisions of the Governor's Executive Order, N-29-20, which suspended certain requirements of the Ralph M. Brown Act to support social distancing guidelines associated with response to the coronavirus (COVID-19) pandemic. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, Len Polan, and Lee Renger

Absent: None

Staff Present: David Pedersen, General Manager  
Joe McDermott, Director of Engineering and External Affairs  
Don Patterson, Director of Finance and Administration  
John Zhao, Director of Facilities and Operations  
Josie Guzman, Clerk of the Board  
Wayne Lemieux, District Counsel

**2. APPROVAL OF AGENDA**

Director Lo-Hill moved to approve the agenda. Motion seconded by Director Caspary. Motion carried unanimously by roll call vote.

### **3. PUBLIC COMMENTS**

None.

### **4. FINANCE AND ADMINISTRATION**

#### **A Cash and Investment Report for March 2020**

##### **Receive and File the Cash and investment Report for March 2020**

Don Patterson, Director of Finance and Administration, presented the report and PowerPoint presentation.

Director Caspary moved to approve Item 4A. Motion seconded by Director Polan.

Director Caspary expressed an interest in continuing to maintain liquidity in the District's investments to meet on-going financial obligations.

Mr. Patterson responded to questions related to the District's reserves and investment in the Local Agency Investment Fund (LAIF). He noted that the District previously invested in the California Asset Management Program (CAMP) in 2008 during the financial crisis, and he suggested the District could invest in both LAIF and CAMP.

Director Polan expressed an interest in receiving additional information regarding investing in CAMP.

Motion carried unanimously by roll call vote.

#### **B Fiscal Years 2020-22 Two-Year Draft Budget**

##### **Review and provide feedback on the Fiscal Years 2020-22 Two-Year Draft Budget**

General Manager David Pedersen presented the report and reviewed on-going impacts due to the COVID-19 pandemic.

Don Patterson, Director of Finance and Administration, provided an overview of significant budget factors and assumptions.

Director Lo-Hill moved to review and provide feedback on the Fiscal Years 2020-22- Two-Year Draft Budget. Motion seconded by Director Renger.

Mr. Patterson responded to questions related to the District's investment portfolio.

Director Lo-Hill expressed an interest in potentially foregoing one or more of the Other Postemployment Benefits (OPEB) contributions as a cost-saving measure.

Angela Saccareccia, Finance Manager, provided an overview of the significant budget changes.

Mr. Patterson responded to questions regarding the error in calculating the projected revenue for the Potable Water Enterprise in the adopted Fiscal Year 2019-20 Budget.

General Manager David Pedersen responded to a question regarding the potential \$4.46 million in cost-saving measures that could be implemented to adapt to changing economic conditions.

Mr. Patterson provided an overview of the plan for an on-going review of the budget and adjusting the budget based on economic conditions. He recommended moving forward with a "status quo" budget, while remaining dedicated and responsive to changes in economic conditions that occur in the near term

General Manager David Pedersen noted that the District would be facing escalating costs, which were reflected in the draft budget. He also addressed potable water sales assumptions estimated at 18,280 acre-feet per year, and recommended moving forward with maintaining potable water sales at that level. He noted that the District was experiencing a slight increase in water usage with the Safer at Home Order of approximately five gallons per person per day. He also noted that staff compares the budget to actuals on a monthly basis and provides a quarterly financial report to the Board. He stated that staff would provide monthly budget to actual comparisons prior to providing the quarterly financial report.

Board President Lewitt stated that it would be helpful to have an asterisk placed next to the changes made in the budget to reflect expenditures in the appropriate divisions.

Joe McDermott, Director of Engineering and External Affairs, responded to a question regarding the proposed increase to the Public Education Program budget line item by stating that a large portion of this budget item would be for the LV Tap Program and the annual Tap-In Event. Mike McNutt, Public Affairs and Communications Manager, discussed the various outreach efforts proposed for this line item.

Darrell Johnson, Water Systems Manager, responded to questions regarding backflow prevention device testing, which would be transitioned to be conducted in-house rather than contracted out. He noted that previously customers were not charged for this service, and the District would now begin to bill customers at the current rate to mitigate the cost. He also noted that customers may hire their own backflow prevention device testing contractor, and the District would mail a letter to customers informing them when the testing is due.

Director Polan expressed concern that the threads were painted on the valves of the backflow prevention device at the school district, which would make it difficult to operate in the future. Mr. Johnson responded that staff would follow-up.

Director Caspary requested a copy of the potable water and sanitation rates comparison with other agencies. Mr. McDermott responded that he would provide a copy to the Board. Mr. Patterson responded to a question regarding the revenues received from unsustainable water use penalties by stating that penalty revenues were not included in the budget because they were outside of the rate and Proposition 218 process. He noted that the Board directed that some of the penalty revenues be used for the AMR/AMI Project and for sustainability and water conservation efforts. He also responded to a question regarding the status of the Boardroom Improvements Project by stating the project was included in the Capital Improvements Program and would be carried forward; however, staff was reviewing the types of improvements that could be done in the interim.

Eric Schlageter, Principal Engineer, responded to a question regarding the budget for the Potable Water System Rehabilitation Project (CIP No. 201847) by stating that the budget was carried forward annually and could be used towards repairs that arise during the year. Mr. McDermott noted that a separate Capital Improvement Project for the Potable Water System Pipe Rehabilitation and Replacement Project (CIP No. 201878) would include an assessment study to identify pipe replacement priorities.

General Manager David Pedersen stated that the Board's comments would be incorporated in the final budget, which was expected to be presented at either the May 19th or June 2nd Board meeting.

Motion carried unanimously by roll call vote.

## **5. ADJOURNMENT**

Seeing no further business to come before the Board, the meeting was duly adjourned at **10:55 a.m.**

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Jay Lewitt, President  
Board of Directors  
Las Virgenes Municipal Water District

ATTEST:

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Charles Caspary, Secretary  
Board of Directors  
Las Virgenes Municipal Water District

(SEAL)



May 5, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

**Subject : Las Virgenes Municipal Water District Conflict of Interest Code: Adoption**

**SUMMARY:**

The Political Reform Act requires all public agencies, including Las Virgenes Municipal Water District (District), to adopt a Conflict of Interest Code. The Code designates positions required to file Statements of Economic Interests (Form 700) and assigns disclosure categories specifying the types of interests to be reported. Public agencies are required to conduct biennial reviews of their conflict of interest codes and process any necessary amendments in accordance with Fair Political Practices Commission (FPPC) regulations.

The Los Angeles County Board of Supervisors is the code reviewing body for the District's Conflict of Interest Code. Staff completed the review of the Code and identified one required change involving revision of the title for an existing position. The Board of Supervisors approved the revision to the Code, and staff recommends adoption of the amended Conflict of Interest Code.

**RECOMMENDATION(S):**

Pass, approve and adopt proposed Resolution No. 2575, amending Resolution No. 2468 (Las Virgenes Code) as it relates to the Conflict of Interest Code.

**RESOLUTION NO. 2575**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (LAS VIRGENES CODE) AS IT RELATES TO THE CONFLICT OF INTEREST CODE**

(Reference is hereby made to Resolution No. 2575 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

No

**FINANCIAL IMPACT:**

There is no financial impact associated with this action.

**DISCUSSION:**

The Board adopted the current Conflict of Interest Code on January 24, 2017. In 2019, the position title of Director of Resource Conservation and Public Outreach was changed to Director of Engineering and External Affairs. This change in position title required an amendment to the District's Conflict of Interest Code. Staff submitted the proposed amendment to the County of Los Angeles Board of Supervisors Conflict of Interest/Lobbyist Division. At their request, an unnecessary disclosure category was also removed (Disclosure Category 5). The Los Angeles Board of Supervisors approved the amendment to the Code on March 31, 2020.

Attached for reference is a copy of the Board of Supervisors' approval of the Conflict of Interest Code, a red-lined version of proposed Resolution No. 2575 indicating the proposed changes to the current Code, and a clean version of proposed Resolution No. 2575.

**GOALS:**

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Josie Guzman, MMC, Executive Assistant/Clerk of the Board

**ATTACHMENTS:**

Board of Supervisors Conflict of Interest Code Approval  
Redlined Proposed Resolution No. 2575  
Proposed Resolution No. 2575



CELIA ZAVALA  
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES  
**EXECUTIVE OFFICE**  
BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 383  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1411 \* www.bos.lacounty.gov

MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUEHL

JANICE HAHN

KATHRYN BARGER



April 17, 2020

David Pedersen, General Manager  
Las Virgenes Municipal Water District  
4232 Las Virgenes Road  
Calabasas, CA 91302

Dear Mr. David Pedersen:


CONFLICT OF INTEREST CODE FOR THE LAS VIRGENES MUNICIPAL WATER DISTRICT

The Board of Supervisors, at its meeting of March 31, 2020, approved the enclosed amended Conflict of Interest Code for the Las Virgenes Municipal Water District. The effective date of the Code is April 1, 2020.

Please ensure that your district's Form 700 Filing Officer takes all appropriate actions to implement your amended Code.

Should you have any questions regarding this process, please call Don Garcia at (213) 974-1578.

Sincerely,

  
For Kathy Markarian  
Deputy Executive Officer

KM:pn

Enclosures

c: Don Garcia, Chief, Conflict of Interest/Lobbyist Division (w/o enclosures)  
Josie Guzman, District Filing Officer/Code Officer





CELIA ZAVALA  
EXECUTIVE OFFICER

# COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH MAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 383  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1411 • FAX (213) 420-0636

## MEMBERS OF THE BOARD

HILDA L. SOLIS  
MARK RIDLEY-THOMAS  
SHEILA KUEHL  
JANICE MAHN  
KATHRYN BARGER

March 17, 2020

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

30 March 31, 2020

CELIA ZAVALA  
EXECUTIVE OFFICER

## CONFLICT OF INTEREST CODES (ALL DISTRICTS) (3-VOTES)

### SUBJECT

Approval of Conflict of Interest Codes.

### IT IS RECOMMENDED THAT THE BOARD:

Approve the Conflict of Interest Codes for the Disaster Management Area E JPA, Agricultural Commissioner/Weights and Measures, Beverly Hills Unified School District, CRA/LA a Designated Local Authority, El Camino Community College District, Las Virgenes Municipal Water District, Newhall School District, Office of Public Defender, Santa Monica Community College, Valley County Water District, and recognize the dissolution of the Commerce Refuse to Energy Authority effective December 31, 2019, as well as the dissolution of the Oversight Board of the CRA/LA-DLA effective July 1, 2018, and the abolishment of their respective Conflict of Interest Codes to be effective the day following your Board's approval.

### PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest Code. Agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances pursuant to Government Code Section 87306.

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County. The Board of Supervisors must approve an agency's code before it can take effect.

The proposed Conflict of Interest Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

**Implementation of Strategic Plan Goals**

Approval of the attached codes broadly supports the County's strategic plan strategy of pursuing Operational Effectiveness, Fiscal Responsibility and Accountability.

**FISCAL IMPACT/FINANCING**

Local governmental agencies must have a Conflict of Interest Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues or expenditures.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest Codes for the agencies listed below.

**NEW CONFLICT OF INTEREST CODE:**

(Disaster Management Area E JPA)

- Adopts by reference Regulation 18730 (2 California Code of Regulations, Sections 18730) as its Conflict of Interest Code and will use a specialized disclosure category that is tailored to their unique duties and responsibilities.
- Designates the following positions as code filers: Board Member, Board Member Alternate, Disaster Management Area Coordinator, and Consultants/New Positions.

**SUBSTANTIVE CHANGES:**

(Agricultural Commissioner/Weights and Measures)

- Adds one position to the code.
- Deletes one position from the code due to reorganization.

(Beverly Hills Unified School District)

- In Exhibit B, wording is included to clarify a disclosure category.
- In Exhibit B, a new disclosure category is added to adequately capture positions that deal with human resources issues.
- Adds four positions to the code.
- Changes the titles of eight positions.
- Reduces the disclosure of one position.
- Deletes 12 positions from the code due to reorganization.

(CRA/LA a Designated Local Authority)

- Removes six obsolete disclosure categories from the code.
- Deletes 23 positions from the code due to reorganization.
- Adds two positions to the code.

(El Camino Community College District)

- In Exhibit A, an unnecessary disclosure is removed.
- Deletes two positions from the code due to reorganization.
- Changes the titles of three positions.
- Expands the disclosure of one position.

(Las Virgenes Municipal Water District)

- In Exhibit A, an unnecessary disclosure category is removed.
- Changes the title of one position.

(Newhall School District)

- In Exhibit A, an unnecessary disclosure category is removed.
- Adds five positions to the code.
- Changes the titles of four positions.
- Deletes two positions from the code due to reorganization.

(Office of Public Defender)

- In Exhibit A, an unnecessary disclosure category is removed.
- Adds three positions to the code.

(Santa Monica Community College District)

- In Exhibit A, an unnecessary disclosure category is removed.
- Adds seven positions to the code.
- Changes the titles of 10 positions.
- Deletes three positions from the code due to reorganization.

(Valley County Water District)

- Adds one position to the code.

#### DISSOLVED AGENCIES:

(Commerce Refuse to Energy Authority)

- Recognize the dissolution of the Commerce Refuse to Energy Authority and the abolishment of the Conflict of Interest Code effective December 31, 2019.

(Oversight Board of the CRA/LA-DLA)

- Recognize the dissolution of the Oversight Board of the CRA/LA-DLA and the abolishment of the Conflict of Interest Code effective July 1, 2018.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approving the attached Conflict of Interest Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

#### **CONCLUSION**

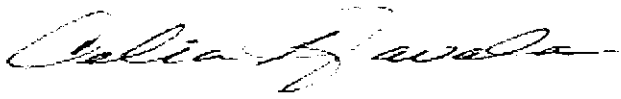
If you have any questions, you may contact Kathy Markarian, Deputy Executive Officer, at (213) 974-0935, or your staff may contact Don Garcia, Chief Conflict of Interest/Lobbyist Division, at (213) 974-1578.

The Honorable Board of Supervisors

3/17/2020

Page 5

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Celia Zavala". The signature is fluid and cursive, with a horizontal line extending from the end.

CELIA ZAVALA

Executive Officer, Board of Supervisors

CZ:pn

Enclosures

c: Chief Executive Officer  
County Counsel

Conflict of Interest Code  
of the  
**LAS VIRGENES MUNICIPAL WATER DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Directors and General Manager and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**LAS VIRGENES MUNICIPAL WATER DISTRICT**  
**EXHIBIT "A"**

**CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

**CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

**CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

**CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

**LAS VIRGENES MUNICIPAL WATER DISTRICT  
EXHIBIT "B"**

<u>Designated Employees</u>	<u>Disclosure Categories</u>
Board of Directors	1, 2, 3
General Manager	1, 2, 3
District Counsel	1, 2, 3
Executive Assistant/Clerk of the Board	2, 3
Treasurer	2, 3
Director of Facilities and Operations	4
Director of Finance and Administration	4
Finance Manager	4
Purchasing Supervisor	4
Director of Engineering and External Affairs	4
Consultants/New Positions*	

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The General Manager or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

**EFFECTIVE DATE: 4/1/2020**



**RESOLUTION NO. 2575**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING  
RESOLUTION NO. 2468 (LAS VIRGENES CODE)  
AS IT RELATES TO THE CONFLICT OF INTEREST CODE**

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

Section 1. **Purpose.**

This resolution amends the Administrative Code to incorporate changes to the conflict of interest code as requested by the code reviewing body.

Section 2. **Amendment.**

Section 2-5.201 of Resolution No. 2468 (Administrative Code) is amended and reenacted to read as follows:

**"2-5.201 CONFLICTS OF INTEREST CODE DISCLOSURE**

The Political Reform Act (Government Code Section 8100, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by references. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Directors and General Manager and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008)."

Section 3. **Amendment.**

Section 2-5.202 of Resolution No. 2468 (Administrative Code) is amended and reenacted to read as follows:

**"2-5.202 CONFLICTS OF INTEREST: DISCLOSURE CATEGORIES**

Exhibit "A"

The following categories are established for the purpose of conflicts of interest disclosure:

Category 1. Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person

rents out a room or for which a person claims a business deduction may be reportable.

Category 2. Persons in this category shall disclose all investments and business positions.

Category 3. Persons in this category shall disclose all income (including gifts, loans, and travel payments) and business positions.

Category 4. Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans, and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

Section 4. **Amendment.**

Section 2-5.203 of Resolution No. 2468 (Administrative Code) is amended and reenacted to read as follows:

**“2-5.203 CONFLICTS OF INTEREST: DESIGNATED EMPLOYEES**

Exhibit “B”

The following employees are designated to file conflicts of interest disclosure statements for the disclosure categories specified.

<u>DESIGNATED EMPLOYEES</u>	<u>CATEGORY</u>
Board of Directors	1, 2, 3
General Manager	1, 2, 3
District Counsel	1, 2, 3
Executive Assistant/Clerk of the Board	2, 3
Treasurer	2, 3
Director of Facilities and Operations	4
Director of Finance and Administration	4
Finance Manager	4
Purchasing Supervisor	4
Director of Engineering and External Affairs	4
Consultants/New Positions*	

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations.

The General Manager or his or her designee may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to

fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position."

Section 5. **Other.**

Except as provided herein, Resolution No. 2468 is reaffirmed and readopted.

**PASSED, APPROVED AND ADOPTED** on \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Jay Lewitt, President

ATTEST:

\_\_\_\_\_  
Charles Caspary, Secretary

(SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
W. Keith Lemieux, District Counsel

**RESOLUTION NO. 2575**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING  
RESOLUTION NO. 2468 (LAS VIRGENES CODE)  
AS IT RELATES TO THE CONFLICT OF INTEREST CODE**

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

Section 1. **Purpose.**

This resolution amends the Administrative Code to incorporate changes to the conflict of interest code as requested by the code reviewing body.

Section 2. **Amendment.**

Section 2-5.201 of Resolution No. 2468 (Administrative Code) is amended and reenacted to read as follows:

**"2-5.201 CONFLICTS OF INTEREST CODE DISCLOSURE**

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rents out a room or for which a person claims a business deduction may be reportable.

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Section 4. **Amendment.**

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District Counsel	1, 2, 3
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Treasurer	2, 3
Director of Facilities and Operations	4
Director of Finance and Administration	4
Finance Manager	4
Purchasing Supervisor	4
Director of Engineering and External Affairs	4
Consultants/New Positions*	

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations.

The General Manager or his or her designee may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s

duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file a Statement of Economic Interests disclosing reportable interest in the categories assigned to that designated position."

Section 5. **Other.**

Except as provided herein, Resolution No. 2468 is reaffirmed and readopted.

**PASSED, APPROVED AND ADOPTED** on May 5, 2020.

\_\_\_\_\_  
Jay Lewitt, President

ATTEST:

\_\_\_\_\_  
Charles Caspary, Secretary

(SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
W. Keith Lemieux, District Counsel



May 5, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject : Annual Purchase Order with Grainger Industrial Supply: Approval of Increase**

**SUMMARY:**

In July 2019, an annual purchase order was issued to Grainger, in the amount of \$33,000, after completing a review of several cooperative purchasing agreements. The annual purchase order provides a quick and efficient means for staff to purchase a wide variety of tools, equipment and supplies, while ensuring competitive pricing through the use of a cooperative purchasing agreement. Funds from the current purchase order have been exhausted. An increase is recommended for the purchase order in the amount of \$12,000, from \$33,000 to \$45,000, to allow for continued purchases through the end of Fiscal Year 2019-20.

**RECOMMENDATION(S):**

Authorize the General Manager to approve an increase to the purchase order with Grainger Industrial Supply, in the amount of \$12,000, from \$33,000 to \$45,000, with four one-year renewal options in the annual amount of \$45,000.

**FISCAL IMPACT:**

Yes

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

Sufficient funds for items purchased through this purchase order are available in the adopted Fiscal Year 2019-20 Budget and will be included in proposed future year budgets.

**DISCUSSION:**

In July 2019, an annual purchase order was issued to Grainger, in the amount of \$33,000, after a review of several cooperative purchasing agreements. Funds from the current purchase order have been exhausted, and an increase of \$12,000, from \$33,000 to \$45,000, is recommended to allow continued purchases through the remainder of Fiscal Year 2019-20. In addition, four one-year renewal options are recommended for the increased amount of \$45,000. Board approval is required for the increase to the purchase order and to allow for the future renewal options.

Cooperative contracts are a cost-saving method of purchasing utilized by the District and authorized by the District's current Purchasing Policy. Cooperative contracts leverage the buying power of larger agencies and frequently result in deeper discounts than the District could otherwise obtain independently. Prior to issuing the current annual purchase order, staff conducted a review of the various cooperative contracts currently in place with Grainger, as well as two other similar suppliers: Fastenal and MSC. Grainger offered the largest variety of products used by the District at the lowest overall cost.

Three active cooperative contracts with Grainger were compared: National Association of State Procurement Officials (NASPO), Omnia Partners and Sourcewell. All three contracts offer "customized market baskets" and a base 5% discount for items not part of a specific category listing. Each contract went through a competitive selection process. Staff recommends purchasing through the NASPO contract, which offers the best overall pricing to the District.

Following is a summary of the District's comparison:

- NASPO
  - 24 categories with percent off list pricing and deepest discount on the nine like categories identifiable on other agreements.
  - Discounts ranging from 5% to 40% .
  - Three annual price changes allowed on customized market basket items; therefore, pricing remains firm for four months, while the other contract pricing may fluctuate due to manufacturer cost changes.
- Omnia Partners
  - Discounts on 9 like categories but less than those offered under NASPO.
  - Discounts ranging from 5% to 35%.
  - Rebates are based on growth and past spending; based on current spending, it is unlikely the District will meet requirements to achieve this rebate.
- Sourcewell
  - Itemized category percentage listing was not provided.
  - Discounts of 5%.
  - Rebates are based on growth and past spending; based on current spending, it is unlikely the District will meet requirements to achieve this rebate.

## **GOALS:**

Ensure Effective Utilization of the Public's Assets and Money

Use of a cooperative agreement leverages deeper discounts and alleviates the time and

expense associated with a formal bid process, while ensuring competitive pricing. Blanket purchase orders allow for additional savings through a decrease in staff time needed to process individual orders.

Prepared by: Gretchen Bullock, Purchasing Supervisor



May 5, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Engineering and External Affairs

**Subject : Tract No. 53138 Deerlake Ranch, Chatsworth: Approval of Change in Scope for Environmental Documentation**

**SUMMARY:**

On September 11, 2017, the Board approved the Revision No. 5 to the Water System Design Report (WSDR) for Tract No. 53138 Deerlake Ranch, located northeast of the Topanga Canyon Boulevard interchange with the 118 Freeway. The WSDR identified the need for 832 gallons per minute (gpm) of additional pumping capacity at the Twin Lakes Pump Station and approximately 600,000 gallons of additional storage in the Twin Lake Sub-system. As a result, a one-million gallon (MG) tank is proposed to replace the existing 400,000-gallon tank at the Twin Lakes tank site. The new 1 MG Tank will provide the additional storage needed in the sub-system as delineated in the WSDR. The developer will be responsible for the design and any environmental documentation required for the proposed additional pumping capacity and storage.

On October 1, 2019, the District accepted a proposal from Envicom Corporation (Envicom), in the amount of \$28,562, for support to draft and file the environmental documents required pursuant to the California Environmental Quality Act (CEQA) for the proposed 1 MG Twin Lakes Tank. As part of the CEQA process, it was determined that a spring botanical survey for rare, threatened and endangered plant species would be required for the project and staging areas. The scope of work is funded by the developer's deposit, while the District administers the work as the lead agency for CEQA. Staff recommends authorization to approve Change in Scope No. 2 to add the spring botanical survey to Envicom's scope of work.

**RECOMMENDATION(S):**

Authorize the Director of Engineering and External Affairs to execute Change in Scope No. 2 to Envicom Corporation, increasing the contract amount by \$2,215, from \$28,562 to \$30,777, for a spring botanical survey for the proposed one-million gallon tank to serve the Twin Lakes Sub-system.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

There is no financial impact associated with this action because the work is funded entirely by a deposit from the developer, in the amount of \$2,777.25, which will cover the cost of the scope change plus the administrative cost of the District. The developer will be responsible for the design and any additional environmental documentation required for the proposed pumping capacity and storage, as well as providing a site for tank construction, an inlet/outlet pipeline to the tank site and an access road. However, the District proposes to financially participate in the construction of an additional 832 gpm in pumping capacity and approximately 600,000 gallons of water storage using capacity fees paid by the developer. The cost of these improvements was incorporated into the calculation of the new connection fees that became effective on July 1, 2017 and were applied to the project.

**DISCUSSION:**

The Board approved Revision No. 5 to the Water System Design Report (WSDR) for Tract No. 53138 Deerlake Ranch, located northeast of the Topanga Canyon Boulevard interchange with the 118 Freeway, on September 11, 2017. Tract No. 53138 is being developed by Foremost Companies. Revision No. 5 to the WSDR identified 314 single-family residential units, one recreation building, one Sheriff's Department facility and 31 open space/slope lots. The WSDR identified the need for 832 gallons per minute (gpm) of additional pumping capacity required at the existing Twin Lakes Pump Station and approximately 600,000 gallons of additional storage needed for the Twin Lakes Sub-system.

A proposed 1 MG tank is proposed to replace the current 400,000-gallon tank at the Twin Lakes Tank site. The 1 MG tank will provide the additional storage needed in the sub-system as specified in the WSDR. The developer is responsible for the design and any environmental documentation required for the proposed pumping improvements and storage, while the District is the lead agency for CEQA. As the lead agency, the District is responsible for drafting and filing of the environmental documents, while the developer will be financially responsible for the work. On October 1, 2019, the District accepted a proposal from Envicom, in the amount of \$28,562, to draft and file CEQA documents for the proposed 1 MG Twin Lakes Tank.

Change in Scope No. 1, in the amount of \$1,100 or 3.8%, was administratively approved for additional support for the tribal consultation required pursuant to the requirements of Assembly Bill No. 52. Change in Scope No. 2, in the amount of \$2,415, is required to perform a spring botanical survey for the project and staging areas between April and June 2020. The botanical survey will report rare, threatened and endangered plant species and will be filed as part of the environmental document for the project. The change in scope will bring the cumulative amount of the changes to the contract above 10% of the original amount, which requires Board approval. The developer has authorized Change in Scope No. 2 and will provide a deposit, in the amount of \$2,777.25, for the work plus a 15% administrative fee. Staff recommends

authorization to approve Change in Scope No. 2 to conduct the botanical survey within the necessary timeframe.

All work performed by the District on Tract No. 53138 Deerlake Ranch, including the preparation of this recommendation, is being overseen by the Director of Engineering and External Affairs because the General Manager has disclosed an actual or potential conflict of interest on the project. As a result, the authorization recommended to the Board is for the Director of Engineering and External Affairs rather than the General Manager. Additionally, the General Manager has confirmed that he has not participated in the drafting, planning, negotiating or recommending the action to be considered by the Board.

**GOALS:**

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

Prepared by: Mercedes Acevedo, E.I.T, Assistant Engineer

**ATTACHMENTS:**

Proposed Change in Scope No. 2





February 10, 2020

Las Virgenes Municipal Water District  
4232 Las Virgenes Road  
Calabasas, CA 91302

Attn: Ms. Mercedes Acevedo

**Subj: Proposal for Cultural Resource Tasks and Monitoring Services for the  
Twin Lakes Water Tank Replacement Project (*Envicom Project #40-189-101*)**

Dear Ms. Acevedo,

Envicom Corporation (Envicom) is pleased to provide this Proposal for Cultural Resource Monitoring services associated with the Twin Lakes Water Tank Replacement Project (Project). The project is located within the Twin Lakes development area of unincorporated Los Angeles County.

## **PROJECT UNDERSTANDING AND APPROACH**

The Project would remove an existing 400,000-gallon water storage tank and construct a 1,000,000-gallon water tank on the same site. The project would include grading to reduce the elevation of the pad on which the existing tank is constructed on by approximately six feet, and expand the area of the graded pad to accommodate the larger diameter footprint of the new tank. We understand that the Las Virgenes Municipal Water District (LVMWD) is requesting a proposal to prepare a Monitoring Plan, and provide archaeological, paleontological, and Native American monitoring of grading, trenching, and other ground disturbance activities as outlined in the Project mitigation measures/conditions of approval. The following scope of work would proceed upon issuance of the necessary approvals from LVMWD.

## **SCOPE OF WORK**

### **Task 1 – Cultural and Paleontological Resource Monitoring Plan Cost: \$260.00**

A cultural and paleontological resource Monitoring Plan will be developed for the Project, which will be reviewed and agreed upon by the LVMWD. This document will outline the relevant Mitigation Measures for the project concerning cultural resource monitoring, and will provide a communication plan and protocol to follow in the case of discovery of cultural or tribal resources.

### **Task 2 – Archaeological and Native American Monitoring Estimated Cost: \$5,960.00**

To meet the requirements of the Project's Mitigated Negative Declaration (MND) Cultural Resources Mitigation Measure CUL-1 and Paleontological Resources Mitigation Measure PAL-1, Envicom will provide one (1) cross-trained qualified monitor for both archaeological and paleontological resources during Project excavation and grading. All earth-moving activities will be monitored until bedrock is encountered. If earth disturbance extends into bedrock material, the



monitor will continue to observe activities once daily for paleontological resources until ground disturbing activities are completed. Envicom will provide the archeological/paleontological monitor on a time and materials basis for an hourly rate of \$65.00 per hour. The hourly rate will be billed for any required Project safety or team meetings, monitoring during the workday, and for the preparation of daily logs at the end of each monitoring day. In addition to the archaeological/paleontological monitor, a qualified Native American monitor, to be subcontracted with Envicom, will be provided as needed at an hourly rate of \$80.00 per hour. In order to estimate the cost for this task, we have assumed a total of 40 hours each for the archaeological/paleontological and Native American monitor.

In the event of a discovery of a significant cultural or paleontological resource, Envicom Corporation's Director of Cultural Resources, Dr. Wayne Bischoff, would be called to the site to further assess the significance of the resource and/or define the appropriate treatment as required by the applicable mitigation measure. Dr. Bischoff's time is not included in the proposed scope of this task as it is unknown if it would be required, however, if necessary, this out-of-scope effort would be provided at a rate of \$140.00 per hour.

**Task 3 – Cultural Resources Monitoring Report** **Cost: \$1,410.00**

Assuming that no artifacts/cultural resources are discovered during the grading process, Envicom will complete a final monitoring report with negative findings, including daily monitoring forms, to be submitted to LVMWD as lead agency.

If artifacts/cultural resources are discovered, Envicom will coordinate with LVMWD to determine the additional scope needed to address the discovery. As noted below under Scope of Work and Cost Assumptions, any out of scope tasks would be covered under separate authorization from LVMWD.

**Task 4 – Project Management and Coordination** **Cost: \$940.00**

Envicom will contract with a qualified Native American monitor for the project, and coordinate with LVMWD and the construction crew for scheduling of grading commencement. As needed, we will also coordinate with LVMWD and respond to comments or questions related to our monitoring and reporting. Work related to this task includes administrative tasks and overseeing subcontractor agreements.

**Direct Costs** **Estimate: \$700.00**

Direct costs to be incurred in providing our scope of work, which could include, but not be limited to materials and supplies, equipment usage, mileage, copying and communications charges. Direct costs will be billed pursuant to our 2020 Envicom Corporation Professional Fee Schedule. The estimated direct costs are based on the relevant assumptions described below.

## SCOPE OF WORK AND COST ASSUMPTIONS

### Assumptions:

- This proposal assumes that the findings will be negative for cultural and paleontological resources. If cultural or paleontological resources are located, then a separate cost may be necessary to record and map the finds on California Department of Parks and Recreation (DRP) forms for submittal to the Lead Agency and to the South Central Coastal Information Center information centers, or for recordation for the Natural Historic Museum of Los Angeles County.
- Should the archeologist find as a result of discoveries during monitoring that cultural site subsurface surveys (Phase Ib), site evaluations (Phase II), or cultural site data recovery (Phase III) are necessary, or that evaluation or data recovery plans, communications, or meetings related to such tasks are necessary, Envicom can provide such out of scope services under separate authorization.
- Costs are based on stated hourly rates assuming approximately 40 hours of monitoring for each monitor will be required, and that all monitoring results would be negative for presence of significant resources. Additional duration of ground disturbance activities, or discovery of significant resources would result in additional costs and scope based on the relevant hourly rates, as well as associated direct costs.
- The scope and hourly rate for a Native American monitor assumes Envicom will subcontract with a qualified monitor of our choosing, subject to approval by LVMWD. Should LVMWD require a specific Native American monitor, or a Native American monitor to be provided from a specific Tribal Group, hourly rates for that task will be adjusted based on the rates charged by the specified person or group. Optionally, LVMWD may choose to enter into a separate contract/agreement with a different Native American monitor if preferred.

## COST

The total cost of this proposed scope of work is **\$9,270.00**, based on the assumed duration for Archaeological, Paleontological, and Native American Monitoring work, and assumed results as described above. The provided budget includes labor and direct costs billed on a time and materials basis, using the January 1, 2020 Envicom Corporation Professional Fee Schedule. We are prepared to commence upon receipt of authorization, and appreciate the opportunity to provide you with our services on this project.

Sincerely,



Travis Cullen  
President

### Attachment:

2020 Envicom Corporation Professional Fee Schedule



**PROFESSIONAL FEE SCHEDULE**  
**January 1, 2020**

Envicom Professional Fee Schedule applies to the following services:

- **Environmental Analysis (CEQA/NEPA)**
- **Biological Resource Studies**
- **Cultural Resource Studies**
- **Permitting and Entitlement**
- **Cartographic Services/Graphic Design**
- **Land Planning**
- **Compliance Monitoring and Reporting**
- **Habitat Restoration Plans**
- **Tree Reports**
- **GIS/GPS Mapping**

**PERSONNEL**

Principal	\$215.00
Director	\$140.00-200.00
Senior Project Manager/Associate	\$130.00-\$170.00
Senior Biologist	\$125.00-150.00
Project Manager	\$110.00-\$125.00
Associate Project Manager	\$100.00-\$110.00
Environmental Analyst/Planner	\$85.00-\$110.00
Staff Biologist	\$85.00-\$115.00
Restoration Ecologist/Arborist	\$105.00
GIS/Mapping	\$100.00-\$125.00
Cultural Resource Field Technician/Monitor	\$65.00-\$85.00
Project Assistant/Production Specialist	\$65.00-\$70.00
Intern	\$55.00

Expert Witness testimony: One and one half times above listed rates (including depositions).

**PROJECT-RELATED EXPENSES**

A **communication fee** of three percent (3%) of total labor billings will be charged for in-house costs for phone, fax, e-mail, postage, personal computer use, interim working copy reproductions and records maintenance/retention. **Travel expenses** (hotels, meals, rental vehicles, etc.) are charged at cost plus ten percent (10%). Per Diem charge for subsistence may be negotiated in lieu of actual direct expenses for hotels/meals. **Printing/Reproduction** rates for black and white copies will be charged at \$0.15 per page and in-house color copies at \$1.00 per 8.5x11 and \$1.50 per 11x17 copy. Oversized copies and plots will be as quoted. **Personal vehicle** use will be at the current IRS rate per mile. **Out of pocket direct expenses** identifiable to an assignment will be charged at cost plus ten percent (10%). **Subcontractors and sub-consultants** services billed at cost plus 10 percent (10%).

**EQUIPMENT RATES**

Envicom Corporation charges for consumable field materials and specialized equipment.

General Field Consumables (Stakes, Flagging, Plant and Tree Tags)	Cost + 10%
GPS	\$75.00/day
4 x 4 Trucks	\$25.00/hour





## **Memorandum**

To: Las Virgenes – Triunfo Joint Powers Authority  
 From: Syrus Devers, Best Best & Krieger  
 Date: April 27, 2020  
 Re: Monthly State Political Report

### **Legislative Report**

As of the time of this report, the Legislature still plans to reopen on May 4<sup>th</sup>. Obviously that is a tentative date, but with the first positive news emerging about the slowing of the spread of COVID-19 it is looking at least somewhat plausible. The only legislative activities in April were hearings on the fiscal impacts of COVID-19 response by the relevant budget subcommittees in each house. The Senate Special Budget Subcommittee on the COVID-19 Response met on Thursday, April 16, and the Assembly Budget Subcommittee met on Monday, April 20<sup>th</sup>. Both hearings were livestreamed with opportunities for virtual public participation. It took almost an hour for the Senate hearing to get started due to technical difficulties but the Assembly hearing went much smoother. The Assembly has indicated it will restart for limited meetings after May 4<sup>th</sup>, but the Senate and the Governor signaled that it is premature to set any hard dates while asking the public to continue with shelter in place.

The budget news was grim. Although entirely speculative due to the fact that tax deadlines are delayed, all indications are that the state is already in recession. The current plan is to approve a “baseline” budget, which only funds essential and mandatory budget obligations, and then make adjustments in August based on revenues.

### **Administrative Report**

Governor Newsom held a briefing on Tuesday, April 14<sup>th</sup> to discuss a pact with Oregon and Washington on initial steps to open public spaces, businesses and schools. The briefing described a transition from social isolation to testing and contact tracing, but physical distancing will continue to be a part of the response. The transition, however, is entirely dependent on the availability of the products necessary to implement such a strategy.

On April 2<sup>nd</sup> the Governor issued an Emergency Executive Order prohibiting water shutoffs for nonpayment. The main points of the order are as follows:

**BBK**  
**BEST BEST & KRIEGER**   
ATTORNEYS AT LAW

- Suspends the authority of public and private water systems to shutoff water service due to nonpayment. This applies to residents and businesses.
- Orders the restoration of service discontinued since March 4<sup>th</sup>.
- Specifies that water bills are still due in full.
- Authorizes the SWRCB to identify best practices to implement the order, but does not call for implementing regulations.

ACWA and CMUA met (virtually) with Chair Esquivel and staff to discuss best practices, such as shutoffs at the request of a property owner or landlord due to a vacancy.

# Las Virgenes-Triunfo JPA

Bill matrix-4/16/2020

## A. Priority Support/Oppose

Measure	Author	Topic	Status	Location	Brief Summary	Position
<a href="#">AB 1672</a>	<a href="#">Bloom</a> D	Solid waste: nonwoven disposable products.	1/30/2020-Read third time. Passed. Ordered to the Senate. In Senate. Read first time. To Com. on RLS. for assignment.	1/30/2020-S. RLS.	The California Integrated Waste Management Act of 1989, administered by the Department of Resources Recycling and Recovery, generally regulates the disposal, management, and recycling of solid waste. This bill would require, commencing January 1, 2021, except as provided, certain nonwoven disposal products to be labeled clearly and conspicuously to communicate that they should not be flushed, as specified. The bill would prohibit a covered entity, as defined, from making a representation about the flushable attributes, benefits, performance, or efficacy of those nonwoven disposal products, as provided.	Support
<a href="#">AB 2093</a>	<a href="#">Gloria</a> D	Public records: writing transmitted by electronic mail: retention.	3/10/2020-From committee: Do pass and re-refer to Com. on APPR. (Ayes 10. Noes 1.) (March 10). Re-referred to Com. on APPR.	3/10/2020-A. APPR.	Would, unless a longer retention period is required by statute or regulation, or established by the Secretary of State pursuant to the State Records Management Act, require a public agency, for purposes of the California Public Records Act, to retain and preserve for at least 2 years every public record, as defined, that is transmitted by electronic mail.	Out for Analysis
<a href="#">AB 2178</a>	<a href="#">Levine</a> D	Emergency services.	2/27/2020-Refer red to Com. on G.O.	2/27/2020-A. G.O.	Current law defines the terms “state of emergency” and “local emergency” to mean a duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by, among other things, fire, storm, or riot. This bill would additionally include a deenergization, defined as a planned public safety power shutoff, as specified, within those conditions constituting a state of emergency and a local emergency.	Out for Analysis
<a href="#">AB 2182</a>	<a href="#">Rubio, Blanca</a> D	Emergency backup generators: water and wastewater facilities: exemption.	3/16/2020-In committee: Hearing postponed by committee.	3/2/2020-A. U. & E.	Would exempt the operation of an alternative power source, as defined, to provide power to a critical facility, as defined, from any local, regional, or state regulation regarding the operation of that source. The bill would authorize providers of essential public services, in lieu of compliance with applicable legal requirements, to comply with the maintenance and testing procedure set forth in the National Fire Protection Association Standard for Emergency and Standby Power System, NFPA 110, for alternative power sources designated by the providers for the support of critical facilities.	Out for Analysis
<a href="#">AB 2296</a>	<a href="#">Quirk</a> D	State Water Resources Control Board:	3/17/2020-In committee: Hearing	2/24/2020-A. E.S. & T.M.	Would authorize the State Water Resources Control Board to delegate partial responsibility for the California Safe	Out for Analysis

		local primacy delegation: funding stabilization program.	postponed by committee.		Drinking Water Act's administration and enforcement by means of a local primacy delegation agreement. The bill would authorize the state board, for counties that have not been delegated primary responsibility as of January 1, 2021, to offer an opportunity for the county to apply for partial or primary responsibility if the state board determines that it needs assistance in performing administrative and enforcement activities, as specified. The bill would authorize the state board to approve the application for delegation if the state board determines that the local health officer is able to sufficiently perform the administrative and enforcement activities and would specify that a local primacy agency has all of the authority over designated public water systems as is granted to the state board by the act.	
<a href="#">AB 2560</a>	<a href="#">Quirk D</a>	Water quality: notification and response levels: procedures.	3/17/2020-In committee: Hearing postponed by committee.	3/12/2020-A. E.S. & T.M.	The California Safe Drinking Water Act requires the State Water Resources Control Board to adopt drinking water standards for contaminants in drinking water based upon specified criteria and requires any person who owns a public water system to ensure that the system, among other things, complies with those drinking water standards. The act requires a public water system to provide prescribed notices within 30 days after it is first informed of a confirmed detection of a contaminant found in drinking water delivered by the public water system for human consumption that is in excess of a maximum contaminant level, a notification level, or a response level established by the state board. This bill would require the state board to comply with specified public notice and comment and peer review procedures, as prescribed, when establishing or revising notification or response levels.	Out for Analysis
<a href="#">SB 45</a>	<a href="#">Allen D</a>	Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020.	1/30/2020-In Assembly. Read first time. Held at Desk.	1/29/2020-A. DESK	Would enact the Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$5,510,000,000 pursuant to the State General Obligation Bond Law to finance projects for a wildfire prevention, safe drinking water, drought preparation, and flood protection program.	Out for Analysis
<a href="#">SB 857</a>	<a href="#">Bates R</a>	Solid waste: integrated waste management plans: composting component.	1/22/2020-Refered to Com. on RLS.	1/14/2020-S. RLS.	Current law, the California Integrated Waste Management Act of 1989, administered by the Department of Resources Recycling and Recovery, establishes an integrated waste management program. The act requires each city to submit to the county in which the city is located a source reduction and recycling element containing specified components, including a composting component. This bill would make a nonsubstantive change to language concerning implementation of the composting component.	Out for Analysis



<a href="#">SB 996</a>	<a href="#">Portantino D</a>	State Water Resources Control Board: Constituents of Emerging Concern Program.	4/1/2020-From committee with author's amendments. Read second time and amended. Re-referred to Com. on EQ.	3/5/2020-S. E.Q.	Would require the State Water Resources Control Board to establish, maintain, and direct an ongoing, dedicated program called the Constituents of Emerging Concern Program to assess the state of information and recommend areas for further study on constituents of emerging concern in drinking water that may pose risks to public health. The bill would require the state board to establish the Stakeholder Advisory Group and, by an unspecified date, the Science Advisory Panel, both as prescribed, to assist in the gathering and development of information for the program, among other functions. The bill would require the program to provide opportunities for public participation, including conducting stakeholder meetings and workshops to solicit relevant information and feedback for development and implementation of the program.	Out for Analysis
<a href="#">SB 1052</a>	<a href="#">Hertzberg D</a>	Water quality: municipal wastewater agencies.	3/18/2020-April 1 hearing postponed by committee.	2/27/2020-S. E.Q.	Would establish municipal wastewater agencies and would authorize a municipal wastewater agency, among other things, to enter into agreements with entities responsible for stormwater management for the purpose of managing stormwater and dry weather runoff, to acquire, construct, expand, operate, maintain, and provide facilities for specified purposes relating to managing stormwater and dry weather runoff, and to levy taxes, fees, and charges consistent with the municipal wastewater agency's existing authority in order to fund projects undertaken pursuant to the bill. The bill would require the exercise of any new authority granted under the bill to comply with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.	Out for Analysis
<a href="#">SB 1099</a>	<a href="#">Dodd D</a>	Emergency backup generators: critical facilities: exemption.	3/18/2020-April 1 hearing postponed by committee.	2/27/2020-S. E.Q.	Would, consistent with federal law, require air districts to adopt a rule, or revise its existing rules, to allow critical facilities with a permitted emergency backup generator to use that emergency backup generator during a deenergization event or other loss of power, and to test and maintain that emergency backup generator, as specified, without having that usage, testing, or maintenance count toward that emergency backup generator's time limitation on actual usage and routine testing and maintenance. The bill would prohibit air districts from imposing a fee on the issuance or renewal of a permit issued for those critical facility emergency backup generators.	Support
<a href="#">SB 1386</a>	<a href="#">Moorlach R</a>	Local government: assessments, fees, and charges: water.	4/1/2020-From committee with author's amendments. Read second time and amended. Re-referred to	2/21/2020-S. RLS.	The Proposition 218 Omnibus Implementation Act prescribes specific procedures and parameters for local jurisdictions to comply with these requirements and, among other things, authorizes an agency providing water, wastewater, sewer, or refuse collection services to adopt a schedule of fees or	Out for Analysis

			Com. on RLS.		charges authorizing automatic adjustments that pass through increases in wholesale charges for water, sewage treatment, or wastewater treatment or adjustments for inflation under certain circumstances. Current law defines, among other terms, the term “water” for these purposes to mean any system of public improvements intended to provide for the production, storage, supply, treatment, or distribution of water from any source. This bill would specify that “water” for purposes of the Proposition 218 Omnibus Implementation Act also includes the public fixtures, appliances, and appurtenances connected to an above-described system of public improvements intended to provide for the production, storage, supply, treatment, or distribution of water from any source.	
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## B. Watch

Measure	Author	Topic	Status	Location	Brief Summary	Position
<a href="#">AB 291</a>	<a href="#">Chu D</a>	Local Emergency Preparedness and Hazard Mitigation Fund.	1/30/2020-Read third time. Passed. Ordered to the Senate. In Senate. Read first time. To Com. on RLS. for assignment.	1/30/2020-S. RLS.	Would establish a Local Emergency Preparedness and Hazard Mitigation Fund to, upon appropriation by the Legislature, support staffing, planning, and other emergency mitigation priorities to help local governments meet emergency management, preparedness, readiness, and resilience goals. The bill would require the Office of Emergency Services to establish the Local Emergency Preparedness and Hazard Mitigation Fund Committee under the Standardized Emergency Management System Advisory Board.	Out for Analysis
<a href="#">AB 1839</a>	<a href="#">Bonta D</a>	Climate change: California Green New Deal.	1/7/2020-From printer. May be heard in committee February 6.	1/6/2020-A. PRINT	Current law establishes various environmental and economic policies. This bill would create the California Green New Deal Council with a specified membership appointed by the Governor. The bill would require the California Green New Deal Council to submit a specified report to the Legislature no later than January 1, 2022. The bill also would make various findings and declarations.	Watch
<a href="#">AB 1957</a>	<a href="#">Gallagher R</a>	Paradise Irrigation District: water pipeline: design-build process.	2/18/2020-Re-referred to Com. on L. GOV.	1/30/2020-A. L. GOV.	Current law authorizes, until January 1, 2025, local agencies, as defined, to use the design-build project delivery process, as specified, for specified public works. This bill would authorize the Paradise Irrigation District to utilize the design-build project delivery process to assign contracts for the construction of a water conveyance pipeline from the Town of Paradise to the City of Chico.	Watch
<a href="#">AB 2095</a>	<a href="#">Cooper D</a>	Water theft: enhanced penalties.	3/16/2020-In committee: Hearing postponed by committee.	2/20/2020-A. L. GOV.	Current law authorizes the legislative body of a city or a county to make, by ordinance, any violation of an ordinance subject to an administrative fine or penalty and limits the maximum fine or penalty amounts for infractions, to \$100 for the first violation, \$200 for a 2nd violation of the same	Out for Analysis

					ordinance within one year of the first violation, and \$500 for each additional violation of the same ordinance within one year of the first violation. This bill would authorize the legislative body of a city or a county to make, by ordinance, any violation of an ordinance regarding water theft, as defined, subject to an administrative fine or penalty in excess of the limitations above, as specified.	
<a href="#">AB 2322</a>	<a href="#">Friedman D</a>	Small water suppliers and rural communities: drought and water shortage planning: repeal.	2/15/2020-From printer. May be heard in committee March 16.	2/14/2020-A. PRINT	Current law makes legislative findings and declarations regarding drought planning for small water suppliers and rural communities, and requires the Department of Water Resources, in consultation with the State Water Resources Control Board and other relevant state and local agencies and stakeholders, to use available data to identify, no later than January 1, 2020, small water suppliers and rural communities that may be at risk of drought and water shortage vulnerability and notify counties and groundwater sustainability agencies of those suppliers or communities. Current law requires the department, in consultation with the state board, to propose to the Governor and the Legislature, by January 1, 2020, recommendations and guidance relating to the development and implementation of countywide drought and water shortage contingency plans to address the planning needs of small water suppliers and rural communities, as provided. This bill would repeal these provisions.	Watch
<a href="#">AB 2324</a>	<a href="#">Friedman D</a>	Urban water use.	2/15/2020-From printer. May be heard in committee March 16.	2/14/2020-A. PRINT	Current law requires the Department of Water Resources, in coordination with the State Water Resources Control Board, to conduct necessary studies and investigations, as prescribed, and make a recommendation to the Legislature, by January 1, 2020, on the feasibility of developing and enacting water loss reporting requirements for urban wholesale water suppliers. This bill would repeal these provisions.	Watch
<a href="#">AB 3256</a>	<a href="#">Garcia, Eduardo D</a>	Climate risks: bond measure.	2/24/2020-Read first time.	2/21/2020-A. PRINT	The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, approved by the voters as Proposition 68 at the June 5, 2018, statewide direct primary election, authorizes the issuance of bonds in the amount of \$4,000,000,000 pursuant to the State General Obligation Bond Law to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. This bill would state the intent of the Legislature to enact a bond measure that would address climate risks to the State of California.	Out for Analysis
<a href="#">SB 378</a>	<a href="#">Wiener D</a>	Electrical corporations: deenergization events: procedures: allocation of	1/27/2020-Read third time. Passed. (Ayes 25. Noes 2.) Ordered to the Assembly. In	1/27/2020-A. DESK	Would require each electrical corporation to annually submit a report to the Wildfire Safety Division and, after June 30, 2021, to the Office of Energy Infrastructure Safety, that includes the age, useful life, and condition of the electrical corporation's	Watch

		costs: reports.	Assembly. Read first time. Held at Desk.		equipment, inspection dates, and maintenance records for its equipment, investments to maintain and improve the operation of its transmission and distribution facilities, and an assessment of the current and future fire and safety risk posed by the equipment.	
<a href="#">SB 862</a>	<a href="#">Dodd D</a>	Planned power outage: public safety.	3/19/2020-March 31 hearing postponed by committee.	1/29/2020-S. E. U., & C.	Current law defines the terms “state of emergency” and “local emergency” to mean a duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by, among other things, fire, storm, or riot. This bill would additionally include a deenergization event, as defined, within a sudden and severe energy shortage constituting a state of emergency and a local emergency.	Out for Analysis
<a href="#">SB 931</a>	<a href="#">Wieckowski D</a>	Local government meetings: agenda and documents.	4/2/2020-From committee with author's amendments. Read second time and amended. Re-referred to Com. on GOV. & F.	2/12/2020-S. GOV. & F.	The Ralph M. Brown Act requires meetings of the legislative body of a local agency to be open and public and also requires regular and special meetings of the legislative body to be held within the boundaries of the territory over which the local agency exercises jurisdiction, with specified exceptions. Current law authorizes a person to request that a copy of an agenda, or a copy of all the documents constituting the agenda packet, of any meeting of a legislative body be mailed to that person. This bill would require, if the local agency has an internet website, a legislative body or its designee to email a copy of, or website link to, the agenda or a copy of all the documents constituting the agenda packet if the person requests that the items be delivered by email. The bill would require, where the local agency determines it is technologically infeasible to send a copy of all documents constituting the agenda packet or a website link containing the documents by electronic mail or by other electronic means, the legislative body or its designee to send by electronic mail a copy of the agenda or a website link to the agenda and mail a copy of all other documents constituting the agenda packet in accordance with the mailing requirements.	Out for Analysis
<a href="#">SB 952</a>	<a href="#">Nielsen R</a>	Sales and use taxes: exemption: backup electrical resources: deenergization events.	2/20/2020-Referred to Com. on GOV. & F.	2/20/2020-S. GOV. & F.	Current state sales and use tax laws impose a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state or on the storage, use, or other consumption in this state of tangible personal property purchased from a retailer for storage, use, or other consumption in this state. The Sales and Use Tax Law provides various exemptions from those taxes. This bill, on and after January 1, 2021, would provide an exemption from those taxes with respect to the sale of, or the storage, use, or consumption of, a backup electrical resource, as defined, that is purchased for exclusive use by a city, county, special district, or other entity of local	Watch

					government during deenergization events, as defined.	
<a href="#">SB 971</a>	<a href="#">Hertzberg D</a>	Small water supplier and countywide water shortage contingency planning.	3/16/2020-March 24 hearing postponed by committee.	2/20/2020-S. N.R. & W.	Would require a small water supplier, as defined, with 1,000 to 2,999 service connections, inclusive, to prepare and adopt a small water supplier water shortage contingency plan that consists of specified elements. The bill would require a small water supplier with 15 to 999 service connections, inclusive, to take specified actions related to water shortage planning and response. The bill would require small water suppliers to provide to the public, and to report, the plan and specified water shortage planning information, as prescribed.	Out for Analysis
<a href="#">SB 1011</a>	<a href="#">Dahle R</a>	Water quality: waste discharge requirements: management agency agreements.	3/25/2020-From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS.	2/14/2020-S. RLS.	Would provide that implementation of a management agency agreement entered into between the State Water Resources Control Board and the United States Forest Service or the state board and the United States Bureau of Land Management constitutes compliance by the United States Forest Service or the United States Bureau of Land Management, as applicable, with specified waste discharge requirements for nonpoint source discharges. The bill would prohibit a provision of such a management agency agreement from being construed in any way as limiting the authority of the state board or a regional board in carrying out its legal responsibilities for the management or regulation of water quality.	Out for Analysis
<a href="#">SB 1044</a>	<a href="#">Allen D</a>	Firefighting equipment and foam: PFAS chemicals.	3/18/2020-April 1 hearing postponed by committee.	2/27/2020-S. E.Q.	Would, commencing January 1, 2022, require any person, including a manufacturer, as defined, that sells firefighter personal protective equipment to any person or public entity to provide a written notice to the purchaser at the time of sale if the firefighter personal protective equipment contains perfluoroalkyl and polyfluoroalkyl substances (PFAS), and would provide that a violation of this requirement is punishable by a specified civil penalty. The bill would require the seller and the purchaser to retain the notice on file for at least 3 years and to furnish the notice and associated sales documentation to the State Fire Marshal within 60 days upon request, as provided.	Out for Analysis
<a href="#">SB 1056</a>	<a href="#">Portantino D</a>	Drinking water: testing: perfluoroalkyl and polyfluoroalkyl substances.	3/18/2020-April 1 hearing postponed by committee.	2/27/2020-S. E.Q.	Would require the State Water Resources Control Board, on or before January 1, 2022, to certify a methodology or methodologies for testing drinking water, groundwater, and surface water for perfluoroalkyl and polyfluoroalkyl substances, as provided, and to accredit qualified laboratories in California to analyze perfluoroalkyl and polyfluoroalkyl substances pursuant to the adopted methodology or methodologies.	Out for Analysis

**Total Measures: 27**

**Total Tracking Forms: 27**



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**To:** Las Virgenes-Triunfo JPA Board of Directors  
**From:** John Freshman and Ana Schwab  
**Date:** April 27, 2020  
**RE:** Federal Report

**Federal Update**

Congress is continuing to work on COVID-19 relief packages to assist states, local governments, businesses, and Americans as they cope with the pandemic's impact. Thus far, Congress has passed four COVID-19 response measures and allocated nearly \$4 trillion to combat the disease and aid the economy. As of last week, 26.5 million workers have filed unemployment claims; comparatively, during the 2008 financial crisis, 15.3 Americans were unemployed.

Today, the Small Business Administration restarted its coronavirus relief loan program, the Paycheck Protection Program, for small businesses with an additional \$310 billion in funding. The first round of funding was exhausted in 13 days. A difference in this round of funding is that the SBA will cap the value of loans individual banks can arrange under the relief program for small businesses. The goal is to ensure that more small, mom-and-pop shop businesses receive funding instead of larger businesses that still qualify under the perimeters.

The House of Representatives and the Senate both plan to be in session next week, beginning May 4. Both congressional bodies will reconvene with a focused effort on COVID-19 response and mitigation efforts as states begin to relax travel and shelter-at-home restrictions.

Senate Majority Leader Mitch McConnell indicated that future packages will provide state and local funding. House Speaker Nancy Pelosi and other democratic leaders are pushing for further financial relief to state, local governments, and public agencies, increasing coronavirus testing, and providing more financial assistance to millions of Americans who are now unemployed. There are also discussions of another round of direct cash payments to Americans and a similar benefit for small businesses in upcoming months. Both sides of the aisle are committed to combatting the virus and lessening the impact the shutdown will have on the U.S. economy.

**Water Infrastructure Bills**

The Senate Committee on Environment and Public Works (EPW) is working in a bipartisan fashion on two water infrastructure bills, which together would invest \$19.5 billion in the country's water infrastructure. The committee is taking written comments from stakeholders. The bill builds off of the progress made from the committee's water infrastructure legislation, America's Water Infrastructure Act, which was signed by President Trump in 2018.



One of the bills, America’s Water Infrastructure Act of 2020 (AWIA 2020) would aim to address infrastructure needs such as, increasing water storage, providing flooding protection, and funding wastewater and irrigation systems repairs, along with other measures.

The other bill, Drinking Water Infrastructure Act of 2020, would aim to help communities, particularly small, rural communities, address drinking water needs. The bill includes \$300 million per fiscal year through 2024 to address cleanup of contaminants, such as PFAS.

Written comments from stakeholders shall each be electronically submitted as a single file in PDF format to the Committee at [QFR@epw.senate.gov](mailto:QFR@epw.senate.gov) no later than 4 p.m. (ET) on Friday, May 1, 2020 . Written comments shall include a contact name, mailing address, email address, and phone number. Written comments that do not comply with each of these requirements will not be accepted.

### **EPA and Army Corps of Engineers – WOTUS rule**

Last week, the Federal Register published the Environmental Protection Agency and the Army Corps of Engineers long awaited, final rule establishing a new definition of “Waters of the United States.” The rule is set to take effect 60 days after its publication, on June 22.

The new rule, called the “Navigable Waters Protection Rule: Definition of Waters of the U.S.,” will narrow the scope of the Federal jurisdiction and protections under the Clean Water Act. The rule will replace the 2015 “Clean Water Rule” that was issued by the Obama Administration and then repealed in December 2019.

The rule will effect public agencies, private property owners, and other sectors within the infrastructure, water , and agricultural sectors. The new rule would remove protections from a majority of the country’s wetlands and 18% of its streams.

Democratic-led states, including California, and coalitions of environmental groups indicated they would challenge the new rule in court. Lawsuits are expected to be filed within the upcoming months.

### **County of Maui v. Hawai’i Wildlife Fund Decision**

Below is the text of the legal alert that BB&K published on the United States Supreme Court decision on *County of Maui v. Hawai’i Wildlife Fund*:

The Supreme Court announced a 6-3 decision in the case of *County of Maui v. Hawai’i Wildlife Fund*. The decision involves whether a federal permit is required under the Clean Water Act when pollutants flow through groundwater before reaching surface waters that are subject to regulation under the Act. The Court held that a permit is required when the discharge to groundwater is the “functional equivalent of a direct discharge” to surface waters.



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The Court identified time and distance as the primary factors for determining whether a discharge is the “functional equivalent” of a direct discharge, but also cited a number of other factors that would be material to a decision, including:

- the nature of the material through which the pollutants travels,
- the extent to which the pollutant is diluted or chemically changed as it travels,
- the amount of pollutant entering the navigable waters relative to the amount of the pollutant that leaves the point source, the manner by, or area in which, the pollutant enters the navigable waters and the degree to which the pollution (at that point) has maintained its specific identity.

The Court’s decision does not provide a clear answer for when discharges through groundwater require a permit. It does, however, establish a national standard. The “functional equivalent” test is the third standard that has been applied in the Maui case. At the District Court level, the court held that a discharge to groundwater would require a permit if the groundwater acted as conduit and conveyed the discharge to surface waters. The U.S. Ninth Circuit Court of Appeals held that a discharge would require a permit if it was fairly traceable to the original point source. Other circuits adopted alternative standards. “Functional equivalent” is now the law nationally.

The decision can be characterized as a win for Maui because it narrowed the Ninth Circuit’s rationale. Nonetheless the multi-part test adopted by the Court leaves dischargers in a difficult situation. Facilities and infrastructure that have a connection to groundwater may now require federal Clean Water Act permits if pollutants from those facilities flow through groundwater to surface waters. The rationale implicates pipelines that may leak, infiltration basins that have a groundwater connection, and stormwater-related low impact development projects and green infrastructure – among other things.

The Court recognized the difficulty of determining when a permit is required under the “functional equivalent” test and admonished district judges to “exercise their discretion” and “mitigate hardship or injustice when they apply the statute’s penalty provision” in light of “the complexities inherent to the context of indirect discharges through groundwater....” This direction to lower courts may temper an expansive application of the test and its impact on dischargers that were not previously required to obtain a permit. It is also worth noting that the Court viewed the “functional equivalent” test as being more limited than the “fairly traceable” test adopted by the Ninth Circuit.

**Final Rule - 85 FR 22250 The Navigable Waters Protection Rule: Definition of “Waters of the United States”**

The Environmental Protection Agency and the Department of the Army are publishing a final rule defining the scope of waters federally regulated under the Clean Water Act. The Navigable Waters Protection Rule is the second step in a comprehensive, two-step process intended to review and revise the definition of “waters of the United States” consistent with the Executive Order signed on February 28, 2017, “Restoring the Rule of Law, Federalism, and Economic





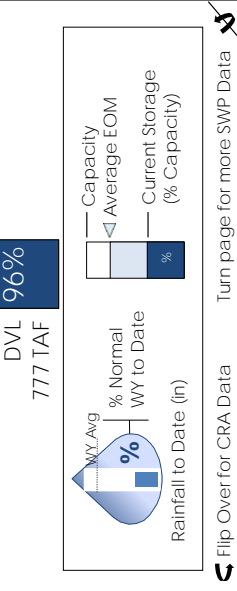
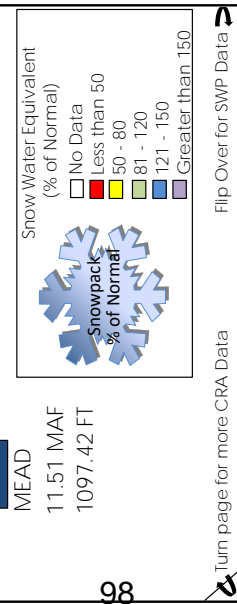
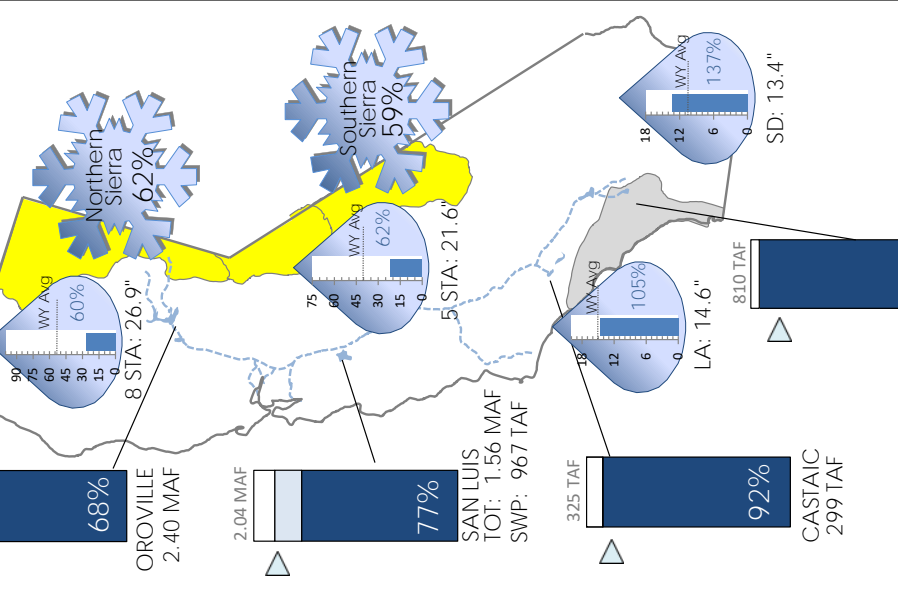
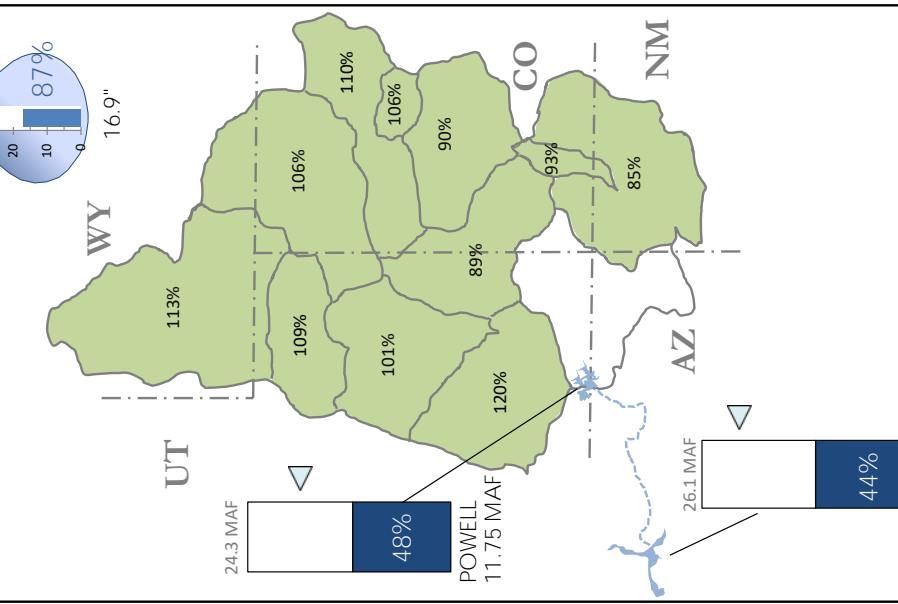
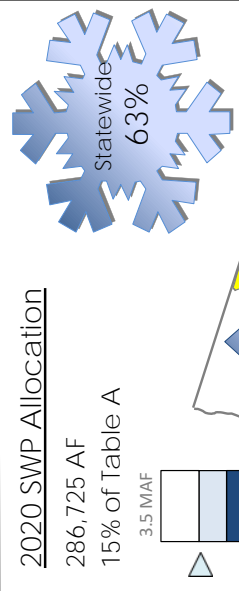
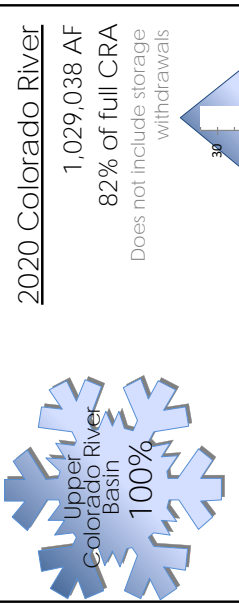
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Growth by Reviewing the “Waters of the United States” Rule.” Once effective, it replaces the rule published on October 22, 2019. This final rule implements the overall objective of the Clean Water Act to restore and maintain the integrity of the nation's waters by maintaining federal authority over those waters that Congress determined should be regulated by the Federal government under its Commerce Clause powers, while adhering to Congress' policy directive to preserve States' primary authority over land and water resources. This final definition increases the predictability and consistency of Clean Water Act programs by clarifying the scope of “waters of the United States” federally regulated under the Act.

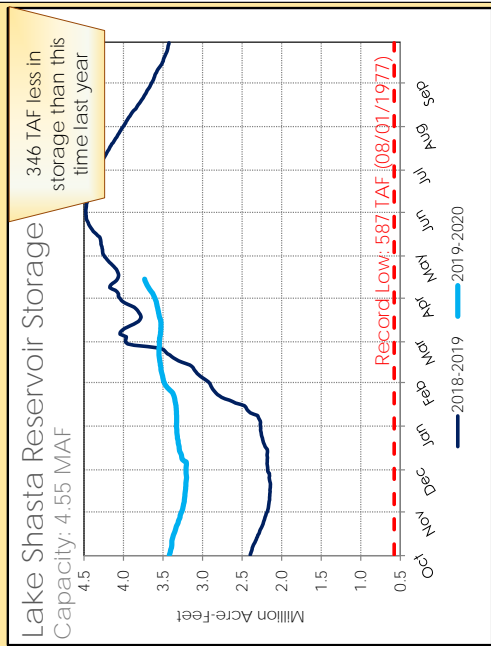
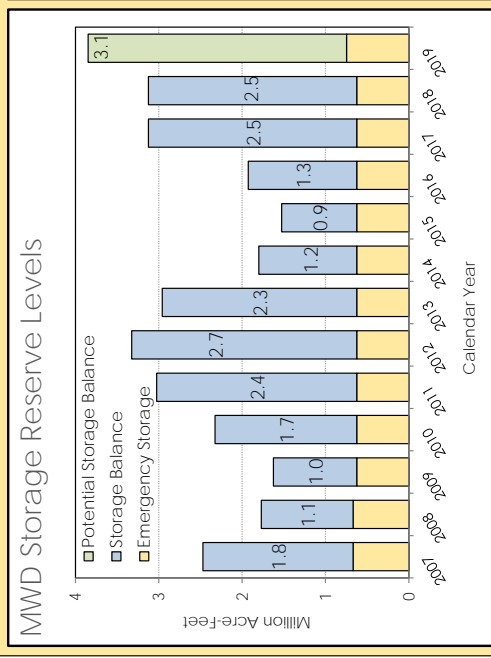
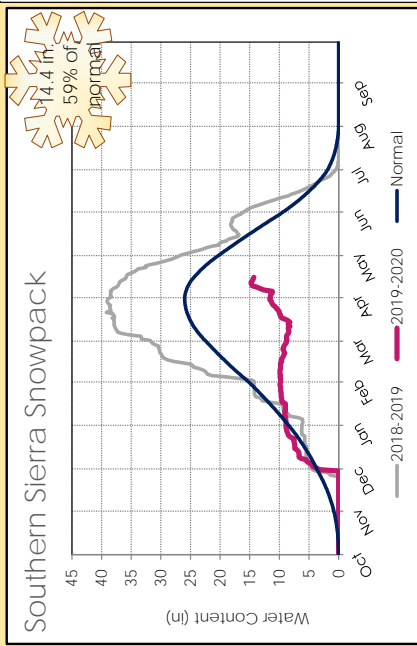
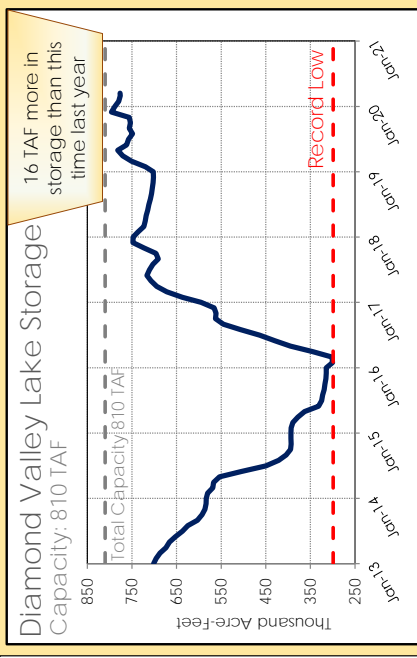
As of: 04/14/2020

As of: 04/14/2020



### Highlights

- Precipitation at the 8-Station is at 60% of normal
- Snow in the Northern Sierra is at 62% of normal
- Precipitation and snow in the Upper Colorado River Basin are respectively at 87% and 100% of normal



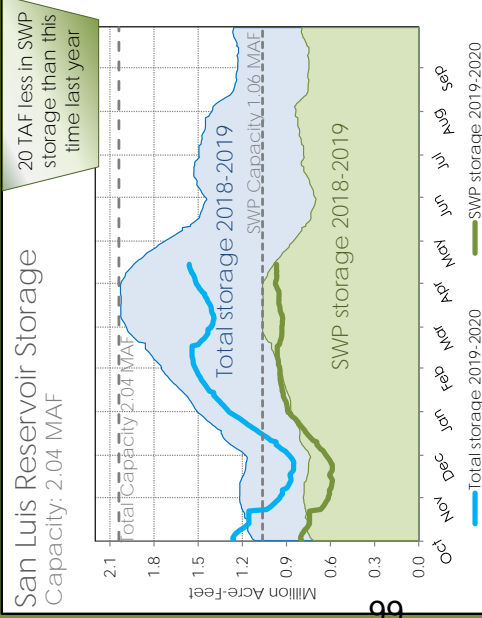
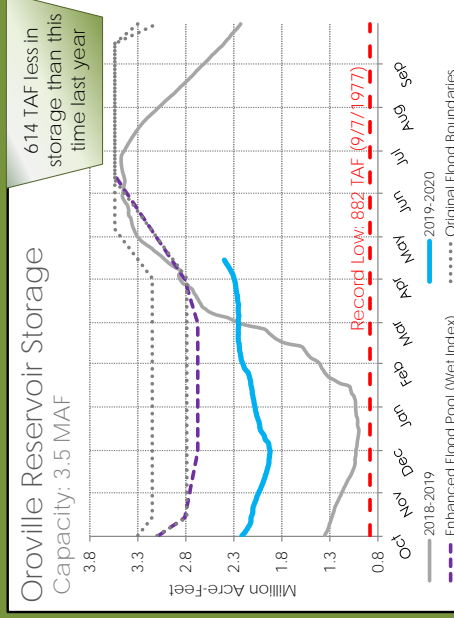
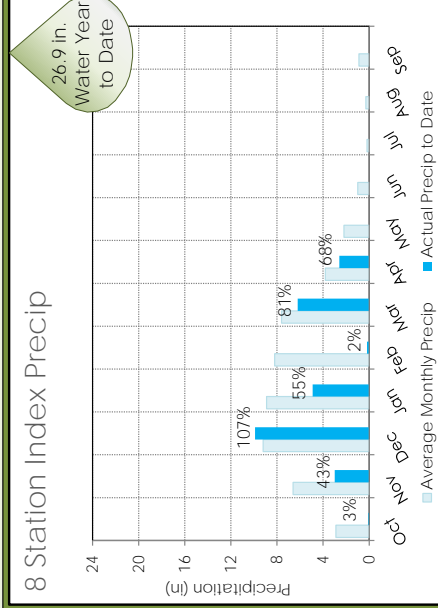
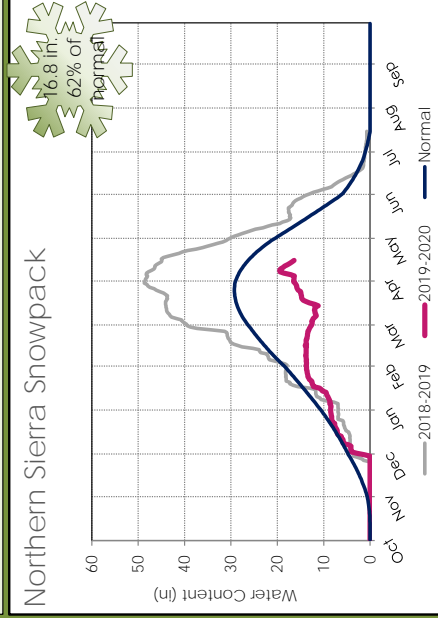
This report is produced by the Water Resource Management Group and contains information from various federal, state, and local agencies. The Metropolitan Water District of Southern California cannot guarantee the accuracy or completeness of this information. Readers should refer to the relevant state,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

<http://www.mwdh2o.com/WMSCR>

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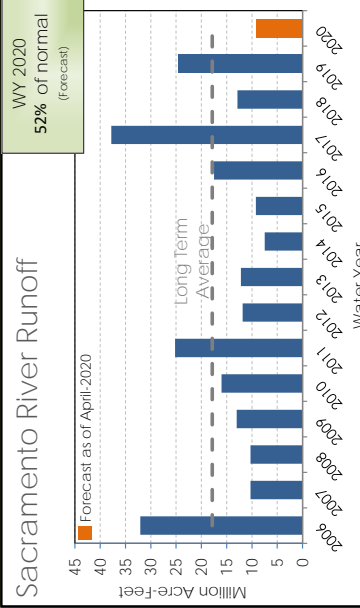
# State Water Project Resources

As of: 04/14/2020



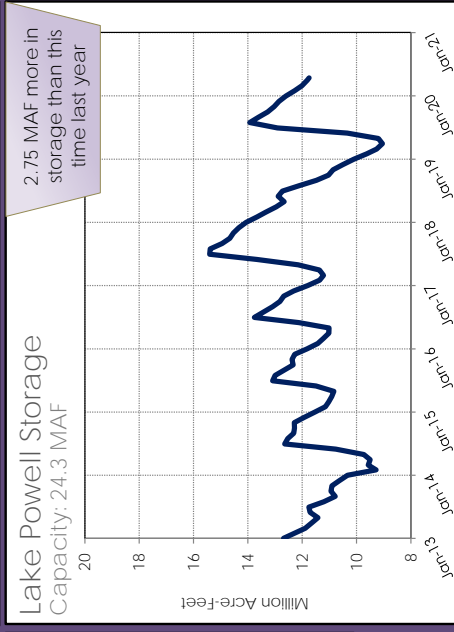
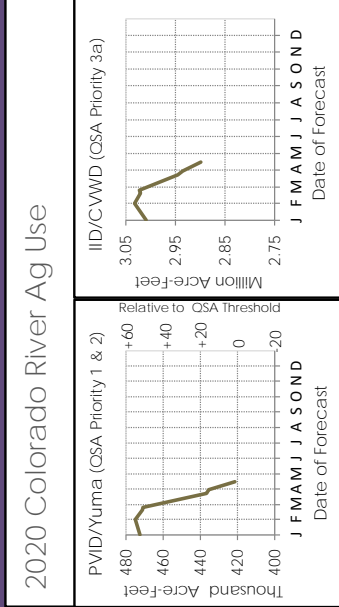
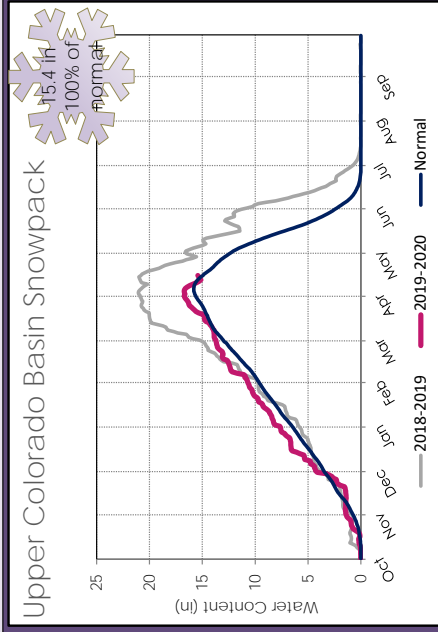
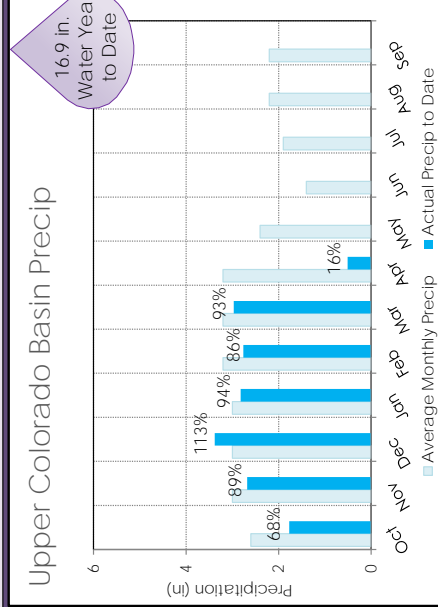
Other SWP Contract Supplies for 2020 (AF)

Carryover	330,766
Transfer Supplies	IBD



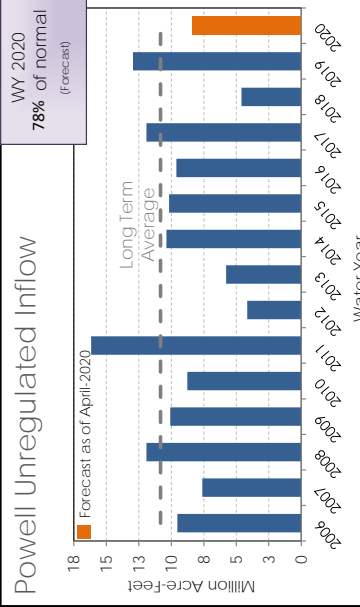
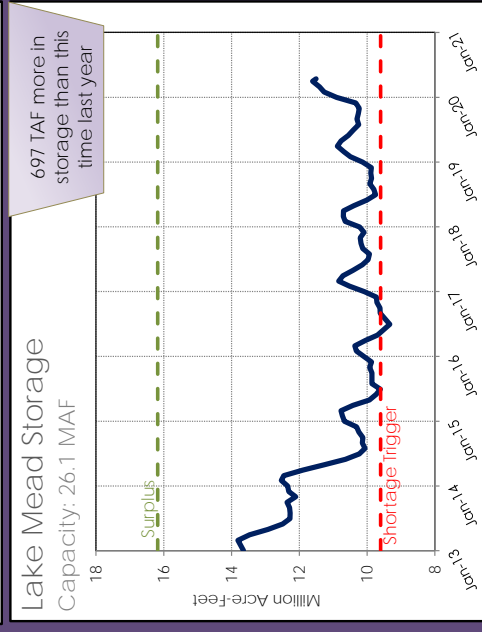
# Colorado River Resources

As of: 04/14/2020



Likelihood based on results from the February 2020 MTOM/CRSS model run. Includes DCP Contributions.

	2020	2021	2022	2023	2024
Shortage	0%	0%	11%	31%	37%
Surplus	0%	0%	2%	7%	11%





May 5, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

**Subject : Response to Coronavirus (COVID-19) Pandemic: Continuation of Emergency**

**SUMMARY:**

On March 24, 2020, the Board adopted Resolution No. 2572, declaring a state of emergency for the District's service area due to the coronavirus (COVID-19) pandemic and authorizing actions to support the response and recovery effort. Subsequently on April 21, 2020, the Board adopted Resolution No. 2574 amending and reenacting the declaration of a local state of emergency, and authorizing interest-free flexible payments plans for up to 24 months.

Section 2-6.402 of the Las Virgenes Municipal Water District Code requires that once the Board has declared an emergency, it must determine by a 4/5's vote at each subsequent regular Board meeting whether to continue or terminate the authorization for emergency. Staff recommends that the emergency declaration be continued.

**RECOMMENDATION(S):**

Approve the continuation of an emergency declaration for response to the coronavirus (COVID-19) pandemic.

**FISCAL IMPACT:**

No

**ITEM BUDGETED:**

No

**DISCUSSION:**

Resolution Nos. 2572 and 2574 authorized and directed the General Manager to temporarily grant relief to District customers, as follows:

- Avoid shutting off water service for non-payment;
- Discontinue the issuance of door tags and associated fees for non-payment;
- Waive late charges for past due water and wastewater bills; and
- Authorize interest-free flexible payment plans for up to 24 months.

At the Board meeting, staff will provide a comprehensive update on the District's response to the coronavirus (COVID-19) pandemic, including the following items:

- Response actions taken to-date;
- Effectiveness of the above-described actions;
- Feedback received from customers; and
- Billing and financial metrics.

**GOALS:**

Provide Safe and Quality Water with Reliable Services

Prepared by: David W. Pedersen, General Manager



May 5, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

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**Subject : Water Main and Asphalt Repair on Lake Shore Drive, Malibou Lake:  
Approval**

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**SUMMARY:**

On October 17, 2019, after a competitive informal bidding process, the General Manager awarded a purchase order to Toro Enterprises, Inc., in the amount of \$33,843, to repair a water main break and replace 80 feet of deteriorated asbestos cement pipe with PVC pipe on Lake Shore Drive in Malibu Lake (see attached Exhibit). Once the work commenced, it became evident that the majority of the asphalt in the affected area was significantly different than the standard 6-inch depth assumed in the scope of work for the proposal. In some areas, the existing asphalt was more than double the standard 6-inch thickness, resulting in significant additional work and materials to match. Based on the unit pricing in Toro's original proposal, the cost of the additional asphalt is \$12,365.

The initial proposal from Toro, in the amount of \$33,843, was within the General Manager's authority and a purchase order was issued accordingly. However, the additional cost of asphalt paving work, in the amount of \$12,365, increased the purchase order amount to \$46,208, and requires Board approval.

**RECOMMENDATION(S):**

Authorize the General Manager to approve an increase in the purchase order with Toro Enterprises, Inc., in the amount of \$12,365, from \$33,843 to \$46,208, for additional asphalt paving required for the water main repair on Lake Shore Drive, Malibou Lake.

**FISCAL IMPACT:**

Yes

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

Sufficient funds are available in the adopted Fiscal Year 2019-20 Budget for the work.

**DISCUSSION:**

On October 17, 2019, the District accepted a proposal from Toro Enterprises, Inc., in the amount of \$33,843, to repair a water main break and replace 80 feet of deteriorated asbestos cement pipe on Lake Shore Drive in Malibu Lake. The District selected Toro for the work after evaluating its proposal together with the following three additional proposals received: R.C. Becker & Son, in the amount of \$29,287.50; Blois Construction, Inc., in the amount of \$87,040; and, R-Help Construction, in the amount of \$55,555.55. Although not the lowest overall, Toro's proposal was deemed to be the most responsive due to their ability to commence the work immediately. R.C. Becker & Son was not able to commence immediately.

The main replacement repair work and additional asphalt work has been completed. Staff recommends authorization for the General Manager to approve an increase in the purchase order with Toro Enterprises, Inc., in the amount of \$12,365, from \$33,843 to \$46,208, to cover the additional cost of the asphalt paving.

Staff is formally bidding an emergency repair contract to address future emergency water main repair and replacement needs, along with the associated asphalt pavement repairs. Staff will bring the contract to the Board for award once the COVID-19 emergency is concluded.

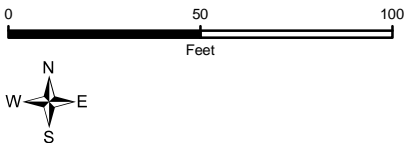
**GOALS:**

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

Prepared by: Mike Hand, Technical Services Support Supervisor

**ATTACHMENTS:**

Location Map for Lakeshore Drive Water Main and Asphalt Repair



## Lakeshore Dr Pipe replacement

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





May 5, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

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**Subject : Reclassification of Financial Analyst Position**

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**SUMMARY:**

With the recent retirement of the incumbent for the Financial Analyst position, staff took the opportunity to evaluate the organizational structure of the Finance Division of the Finance and Administration Department. The objective was to ensure accomplishment of the District's Strategic Plan initiatives including those associated with succession planning, attract highly skilled/qualified candidates (internally or externally) and provide opportunities for the selected individual to grow professionally. To that end, staff recommends reclassifying the existing Financial Analyst position to a flexibly-staffed Financial Analyst I/II position.

**RECOMMENDATION(S):**

Reclassify an existing Financial Analyst (M83) position to a flexibly-staffed Financial Analyst I/II (M63/M77) position.

**FISCAL IMPACT:**

Yes

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

The action would result in an annualized cost-savings of \$17,637.43.

**DISCUSSION:**

In October 2018, the District implemented its first-ever, formalized Succession Plan. The need for the Succession Plan was identified based on the District's demographics and attrition

rate. Since 2018, each Department has routinely reviewed its operations and organizational structure, particularly when positions become vacant. This proposed organizational change will improve overall operational efficiency, support future employee development and result in salary savings to the District.

With the recent retirement of the incumbent for the Financial Analyst position, staff took the opportunity to review the position and how it could best meet the future needs of the District. Previously, the Financial Analyst was responsible for the budget, JPA billing, capacity fee deposits and supervising payroll. Overseeing payroll is a unique function with specific requirements and knowledge necessary. Following retirement of the Financial Analyst, the Accounting Technician assigned to handle payroll was transitioned to report directly to the Finance Manager. Updating this reporting relationship allows for the future Financial Analyst I/II to focus on budget and other analytical needs of the Finance and Administration Department. This reclassification also aligns the position with other District analyst positions.

The recommended salary schedule for the flexibly-staffed position is Salary Grade M63 for Financial Analyst I and Salary Grade M77 for Financial Analyst II. Both salary schedules provide a cost-savings as compared to the placement of the current position at Salary Grade M83. The recommended salary grades are equivalent to those for Management Analyst I/II and Human Resources Analyst I/II and would align the position with internal salary relationships for other analyst positions.

**GOALS:**

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Angela Saccareccia, Finance Manager



May 5, 2020 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Engineering and External Affairs

**Subject : Rancho Las Virgenes Compost Facility Repairs: Approval of Change Order**

The Las Virgenes-Triunfo Joint Powers Authority (JPA) approved funding for this matter in the adopted Fiscal Year 2019-20 JPA Budget. This recommendation is before the LVMWD Board, acting as Administering Agent of the JPA, as authorized in the JPA Agreement.

**SUMMARY:**

On November 12, 2018, the Board declared a state of emergency due to the Woolsey Fire that broke out on the afternoon of Thursday, November 8, 2018, in Ventura County near the Santa Susana Field Laboratory. Mandatory evacuations were required for approximately 200,000 people in Ventura and Los Angeles counties and hundreds of homes were threatened and/or destroyed. The District's facilities experienced significant damage that required immediate action to restore normal water and wastewater service to the region's customers. The fire impacted 66% of the District's service area and damaged many key facilities including the Rancho Las Virgenes Composting Facility (Rancho).

By the end of Fiscal Year 2018-19, the District was able to resume all regular operations with the exception of those at Rancho where dewatered biosolids continue to be hauled off-site for disposal. The District continues the recovery effort and is seeking reimbursement for fire-related damages through its insurance carrier, the Governor's Office of Emergency Services (CalOES) and the Federal Emergency Management Agency (FEMA). As part of the process, staff solicited repair proposals for Rancho from companies with existing construction contracts for work at the facility: GSE Construction, Inc. (Digester No. 2 Rehabilitation Project) and Pacific Hydrotech Corporation (Amendment Bin and Conveyance System Modification Project). Staff recommends issuing a change order to Pacific Hydrotech Corporation for repairs to damages sustained to the Rancho Amendment Building.

**RECOMMENDATION(S):**

Authorize the General Manager to execute Change Order No. 2 to Pacific Hydrotech Corporation, in the amount of \$1,542,900, for mechanical and structural repairs to the Rancho Las Virgenes Composting Facility Amendment Building and release the retention, in the

amount of \$71,009.88, for the Amendment Bin and Conveyance Modification Project.

**FISCAL IMPACT:**

Yes

**ITEM BUDGETED:**

Yes

**FINANCIAL IMPACT:**

The total cost of the work is \$1,542,900. Sufficient funding for the work is available in the adopted Fiscal Year 2019-20 JPA Budget. The expense is eligible for full reimbursement by the District's insurance carrier, and the associated claim has already been submitted.

**DISCUSSION:**

As of November 9, 2018, the Rancho Las Virgenes Composting Facility has been out of service due to the impact and damages that occurred from the Woolsey Fire. Staff have been working with CalOES, FEMA and the District's insurance carrier to secure reimbursement for the cost of repairs to the facility. To expedite the completion of repairs and restore the operation of Rancho, staff determined that the best strategy is to issue change orders to the companies that currently hold construction contracts with the District for work at Rancho: Pacific Hydrotech Corporation and GSE Construction, Inc. The two contractors were provided the same scope of work, which included repair of the biofilter as well as structural and mechanical repairs to the Amendment Building.

Legal counsel advised staff to ensure that the work for any proposed change orders was related to the original scope of work described in the construction contract. Both contractors have been working on repairs and modifications to the composting processes; the work being performed by GSE Construction for the Digester No. 2 Rehabilitation Project is most closely related to the proposed biofilter repairs, while Pacific Hydrotech worked on the Amendment Bin and Conveyance System Modifications Project, which is most closely related to the required structural and mechanical repairs within the Amendment Building.

Staff proposed to complete the repairs at Rancho in two phases as additional funding is approved by the District's insurance carrier. Phase I consisted of repairs to the biofilter, which provides odor control for the composting process. Phase I work was approved by the LVMWD Board, acting as the Administering Agent of the JPA, on February 10, 2020. Phase I work commenced in late March 2020, and is anticipated to be completed by mid-May 2020. Once the biofilter is repaired, staff can manually load amendment to restart and test the composting process. This manual process is a temporary solution and will produce a lower yield of compost, though it allows for compost to be provided again to the public by late summer 2020.

Phase II of the repairs includes structural and mechanical repairs within the Amendment Building. The work consists of structural repairs to the Amendment Building, replacement of the dust collector and repair of damaged mechanical equipment. The work will eliminate the need for staff to manually load amendment, resulting in a greater compost yield and restoring

Rancho to its full operational capacity. Staff recommends Change Order No. 2 be awarded to Pacific Hydrotech Corporation, in the amount of \$1,542,900, to complete the Phase II repairs. Change Order No. 1, in the amount of \$11,497.63, was administratively approved as it was less than 1% of the original contract amount. The change order was for increased electrical wire size and vent piping. The Las Virgenes Municipal Water District Code establishes that a single change order equal to or greater than 5 percent of the original contract amount must be approved by the Board. While this change order will be processed as a change to the Amendment Bin and Conveyance System Modification Project (CIP No. 10608), funding for the work will be from the Rancho Compost Facility Woolsey Fire Repair Project (CIP No. 10689).

The original scope of work for the Amendment Bin and Conveyance System Modification Project has been completed, and staff recommends releasing the retention, in the amount of \$71,009.88, which is 5% of the original contract amount. A 5% retention will be held for the Change Order No. 2 to ensure that the contractor properly completes the scope of work.

**GOALS:**

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

Prepared by: Mercedes Acevedo, E.I.T, Assistant Engineer

**ATTACHMENTS:**

Proposed Change Order No. 2

## CONTRACT PROPOSAL

Date: April 1, 2020

**To: Las Virgenes Municipal Water District**  
**4232 Las Virgenes Road**  
**Calabasas, CA 91302**  
**Attn: Ms. Mercedes Acevedo**

**Proposal No. PH2020-0401**  
**License No. 518355**

**Project Name: Rancho Composting Facility**  
**Location: Calabasas, CA**  
**Engineer: NA**  
**Bid Date: October 31, 2019**  
**Addenda: None**

Pacific Hydrotech Corporation offers to do the following work, in accordance with the attached Cost Estimate Spreadsheet and this proposal. Pacific Hydrotech's Proposal is based on the conditions outlined hereunder.

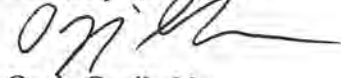
### **I. TOTAL BID Lump Sum \$ 1,542,900.00**

1. PHC will mobilize with Men and Equipment and perform the following work at your Rancho Composting Facility Amendment Building.
  - We will repair/replace the framing at the Truck Dump Hopper.
  - We will power wash and repaint 13,479 sf. of stucco and the exterior of the building per the quantities on the spreadsheet.
  - We will Replace Windows identified,
  - We will repaint 4 existing Fire Hydrants,
  - We will Replace 3 Electrical outlets and 4 Light Bollards.
  - We will power wash and repaint 13,479 sf of the interior walls.
  - We will replace the electrical wire and conduit identified on the attached spreadsheet.
  - We will replace the Truck Dump Hopper including the vibrators.
  - We will replace the Dust Conveyor.
  - We will replace 14,668 sf Roof decking
  - We will recoat 14,668 sf of new Roof Decking
  - We will replace roof framing as identified on the spreadsheet.
  - We will replace Prefabricated roof trusses as identified on spreadsheet.
  - Remove and replace 14 square yard stucco on roof eave.

## **II General Exclusions and Clarifications:**

1. Excludes flood, earthquake, and builder's risk insurance.
2. No overhead utility relocation.
3. We exclude any permits.
4. We take exception to any liquidated damages.
5. We exclude Bonds.
6. We exclude replacing structural steel within the conveyor/bin pit area.
7. We exclude any special testing or inspections.
8. We exclude any engineering design and calculations.
9. Final retention shall be paid by Owner 35 days after the completion of our work.
10. We exclude Survey.
11. We exclude SWPPP.
12. We exclude Temporary Power.
13. We have assumed in our bid that construction water will be available to us within 100' of the site and free of charge.
14. Our bid is based on performing our entire scope of work in 1 mobilization.
15. We exclude any repair of AC Paving, V-ditch, Concrete Gutter or Concrete Swales.
16. Our Proposal is valid for 60 days from date submitted.

Sincerely Yours,



**Ozzie Garibaldo**  
**Sr. Estimator**