

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

AGENDA
REGULAR MEETING
November 16, 2021, 9:00 AM

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

Pursuant to AB-361 (Government Code Section 54953(e)), the Las Virgenes Municipal Water District Board of Directors finds health concerns dictate offering the public and directors the opportunity to attend board meetings via teleconferencing.

PUBLIC PARTICIPATION: Pursuant to AB-361 and given the current health concerns, this meeting is being conducted via Zoom Webinar and all attendees are muted by default. To join via computer, please use the following Zoom Webinar ID:

Webinar ID: <https://us06web.zoom.us/j/88402164857>

To join by telephone, please dial (669) 900-6833 or (346) 248-7799 and enter Webinar ID: **884 0216 4857**

For members of the public wishing to address the Board during Public Comment or during a specific agenda item, please press "Raise Hand" if you are joining via computer, or press *9 if you are joining via phone.

Members of the public can also access and request to speak at meetings live on-line, with audio and limited video, at www.LVMWD.com/LiveStream. In addition, members of the public can submit written comments electronically for consideration at 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 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 other 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 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.

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: November 16, 2021 (Pg. 6)

Receive and File

B Minutes: Regular Meeting of November 2, 2021 (Pg. 34)

Approve

- C **Directors' Per Diem: October 2021 (Pg. 43)**
Ratify
- D **Resolution of Intent for Continuation of Potable Water Standby Charge (Pg. 50)**
Pass, approve and adopt proposed Resolution No. 2602, initiating proceedings for continuation of the Standby Charge pursuant to the Municipal Water District Law of 1911; ordering notification for those properties that changed ownership since the last Standby Charge assessment; ordering publication of a Notice of Public Hearing in a newspaper of general circulation once a week for a two-week period; and setting a public hearing on the matter for 9:00 a.m. on January 4, 2022.

RESOLUTION NO. 2602

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2022

(Reference is hereby made to Resolution No. 2602 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

- E **Fiscal Year 2022-23 Proposed Sanitation Rate for Consolidated Sewer Maintenance District: Topanga Tax Zone (Pg. 55)**
Approve a monthly billing rate of \$57.50 per Equivalent Residential Unit for the Consolidated Sewer Maintenance District, Topanga Tax Zone, for Fiscal Year 2022-23.

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

- A **MWD Representative Report (Pg. 60)**
- B **Legislative and Regulatory Updates**
- C **Drought and Water Supply Conditions Update (Pg. 70)**
- D **Coronavirus (COVID-19) Pandemic: Customer-Related Impacts**

6 **TREASURER**

7 **BOARD OF DIRECTORS**

- A **Review of Division Boundaries and Potential Redistricting Options (Pg. 75)**
Review the current division boundaries and provide feedback on potential redistricting options.
- B **Discussion of 2020 Water Shortage Contingency Plan (Pg. 84)**
Review and discuss the escalating stages of response outlined in the 2020 Water Shortage Contingency Plan.

8 **FINANCE AND ADMINISTRATION**

A **Wasteful Water Use Penalties during Declared Water Shortage Emergencies: Adoption (Pg. 101)**

Pass, approve and adopt proposed Resolution No. 2601, modifying wasteful water use penalties during water shortage emergencies.

RESOLUTION NO. 2601

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ADOPTING LAS VIRGENES MUNICIPAL WATER DISTRICT CODE TITLE 3, CHAPTER 3, ARTICLE 2 – USAGE – AND REPEALING CONFLICTING SECTIONS OF RESOLUTION NO. 2468

(Reference is hereby made to Resolution No. 2601 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

B **Wireless Backhaul Communications System Upgrade Project: Design and Installation Support Services (Pg. 111)**

Accept the proposal from The Rovisys Company and authorize the General Manager to execute a five-year professional services agreement, in the amount of \$374,062, for design and installation support services associated with the Wireless Backhaul Communications System Upgrade Project.

9 **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**

10 **FUTURE AGENDA ITEMS**

11 **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

12 **CLOSED SESSION**

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

George Kreider v. Las Virgenes Municipal Water District, et al.

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

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; and Sophia Crocker, Human Resources Manager

Employee Organizations: General and Office Units represented by the Service Employees International Union Local 721

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

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; and Sophia Crocker, Human Resources Manager

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

13 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 : November 16, 2021

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. 102509 through 102612 were issued in the total amount of **\$ 1,095,880.55**

Payments through wire transfers as follows:

Sub-Total Wires	\$ -
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Total Payments	\$ 1,095,880.55
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(Reference is hereby to these demands on file in the District's Check Register and by this reference the same is incorporated herein and made a part hereof.)

**CHECK LISTING FOR BOARD MEETING
11/16/21**

Company Name	Company No.	Check No.	Check No.	Total
		102509 thru 102562 11/02/21	102563 thru 102612 11/09/21	
		Amount	Amount	
Potable Water Operations	101	122,513.63	183,597.23	306,110.86
Recycled Water Operations	102		741.70	741.70
Sanitation Operations	130	405.87	4,872.02	5,277.89
Potable Water Construction	201			-
Water Conservation Construction	203			-
Sani- Construction	230			-
Potable Water Replacement	301		202,601.15	202,601.15
Reclaimed Water Replace	302			-
Sanitation Replacement	330		3,412.50	3,412.50
Internal Service	701	109,453.89	65,435.12	174,889.01
JPA Operations	751	128,984.19	225,291.99	354,276.18
JPA Construction	752			-
JPA Replacement	754	48,571.26		48,571.26
Total Printed		409,928.84	685,951.71	1,095,880.55
Net Total		409,928.84	685,951.71	1,095,880.55

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
102509	11/02/2021	PRTD	2317 ACORN NEWSPAPER	174048	10/08/2021		110221	670.60
						CHECK	102509 TOTAL:	670.60
102510	11/02/2021	PRTD	2869 AT&T	2150/102021	10/20/2021		110221	50.65
						CHECK	102510 TOTAL:	50.65
102511	11/02/2021	PRTD	9067 AUSTIN-MAC, INC.	31511	10/06/2021	22200003	110221	23,371.00
						CHECK	102511 TOTAL:	23,371.00
102512	11/02/2021	PRTD	7770 AUTOMATIONDIRECT.COM	12712288	10/08/2021		110221	912.14
						CHECK	102512 TOTAL:	912.14
102513	11/02/2021	PRTD	20491 BEST BEST & KRIEGER LLP	917585	10/15/2021		110221	7,500.00
			BEST BEST & KRIEGER LLP	917586	10/15/2021		110221	5,000.00
						CHECK	102513 TOTAL:	12,500.00
102514	11/02/2021	PRTD	30050 CANON FINANCIAL SERVICES, INC.	27499657	10/12/2021		110221	677.81
						CHECK	102514 TOTAL:	677.81
102515	11/02/2021	PRTD	18992 CDW GOVERNMENT	M194155	10/14/2021	22200053	110221	22,412.12
						CHECK	102515 TOTAL:	22,412.12
102516	11/02/2021	PRTD	16821 CLEAN SWEEP SUPPLY CO., INC	597586	10/06/2021	22200046	110221	102.49
			CLEAN SWEEP SUPPLY CO., INC	597585	10/06/2021	22200047	110221	1,742.67
						CHECK	102516 TOTAL:	1,845.16
102517	11/02/2021	PRTD	20685 DOCUMENT SYSTEMS INC	176684	10/11/2021		110221	154.24
						CHECK	102517 TOTAL:	154.24
102518	11/02/2021	PRTD	4748 E.S.R.I. INC.	9410006	10/08/2021		110221	25,000.00

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
							CHECK 102518 TOTAL:	25,000.00
102519	11/02/2021	PRTD	15907 ELY JR'S PUMPING	088074	10/19/2021		110221	677.45
							CHECK 102519 TOTAL:	677.45
102520	11/02/2021	PRTD	4943 ENVICOM CORPORATION	0016826	09/30/2021		110221	5,054.20
							CHECK 102520 TOTAL:	5,054.20
102521	11/02/2021	PRTD	2654 FAMCON PIPE	S100060657.002	10/07/2021	22200009	110221	800.54
			FAMCON PIPE	S100063218.002	10/07/2021	22200027	110221	1,083.06
							CHECK 102521 TOTAL:	1,883.60
102522	11/02/2021	PRTD	2655 FERGUSON ENTERPRISES	0776460	10/11/2021	22200052	110221	1,927.42
							CHECK 102522 TOTAL:	1,927.42
102523	11/02/2021	PRTD	19397 FIRST CHOICE SERVICES (DAIOHS USA 419308		10/11/2021		110221	229.74
			FIRST CHOICE SERVICES (DAIOHS USA 419309		10/11/2021		110221	80.00
			FIRST CHOICE SERVICES (DAIOHS USA 419310		10/11/2021		110221	80.58
			FIRST CHOICE SERVICES (DAIOHS USA 419311		10/11/2021		110221	40.23
			FIRST CHOICE SERVICES (DAIOHS USA 418319		10/08/2021		110221	27.00
							CHECK 102523 TOTAL:	457.55
102524	11/02/2021	PRTD	3810 GREATER CONEJO VALLEY CHAMBER OF 249325		10/07/2021		110221	1,000.00
			GREATER CONEJO VALLEY CHAMBER OF 249332		10/19/2021		110221	1,000.00
							CHECK 102524 TOTAL:	2,000.00
102525	11/02/2021	PRTD	30200 PATRICK HARRIOTT	077323	10/19/2021		110221	153.14
							CHECK 102525 TOTAL:	153.14

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
102526	11/02/2021	PRTD	10102 INFOSEND INC.	199739	09/30/2021		110221	9,510.94
						CHECK	102526 TOTAL:	9,510.94
102527	11/02/2021	PRTD	20856 INTERNATIONAL PRINTING & TYPESETT	22675	10/07/2021		110221	2,264.29
						CHECK	102527 TOTAL:	2,264.29
102528	11/02/2021	PRTD	4144 INTERSTATE BATTERY SYSTEMS	50002015	10/05/2021		110221	149.14
			INTERSTATE BATTERY SYSTEMS	100002950	10/05/2021		110221	371.55
						CHECK	102528 TOTAL:	520.69
102529	11/02/2021	PRTD	30196 JS INNOVATIVE SYSTEMS INC	087667	10/19/2021		110221	64.89
						CHECK	102529 TOTAL:	64.89
102530	11/02/2021	PRTD	2547 LOS ANGELES COUNTY SANITATION DIS	48892/093021	09/30/2021		110221	654.53
						CHECK	102530 TOTAL:	654.53
102531	11/02/2021	PRTD	2611 LA DWP	851260/102621	10/26/2021		110221	43.68
						CHECK	102531 TOTAL:	43.68
102532	11/02/2021	PRTD	30199 HANG LAUDERBACH	050588	10/19/2021		110221	42.67
						CHECK	102532 TOTAL:	42.67
102533	11/02/2021	PRTD	30197 CHRISTOPHER C. MELCHER	087765	10/19/2021		110221	620.93
						CHECK	102533 TOTAL:	620.93
102534	11/02/2021	PRTD	3605 MITCHELL INSTRUMENT CO.	8004749718	10/14/2021		110221	344.55
						CHECK	102534 TOTAL:	344.55
102535	11/02/2021	PRTD	30201 MOSSER PLUMBING & HEATING INC	087738	10/19/2021		110221	129.76

A/P CASH DISBURSEMENTS JOURNAL

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
							CHECK 102535 TOTAL:	129.76
102536	11/02/2021	PRTD	2839 MOTION INDUSTRIES, INC.	CA22-713595	10/05/2021		110221	1,743.48
							CHECK 102536 TOTAL:	1,743.48
102537	11/02/2021	PRTD	30014 ONYX PAVING COMPANY	853330	10/19/2021		110221	379.94
							CHECK 102537 TOTAL:	379.94
102538	11/02/2021	PRTD	3110 GLEN PETERSON	34	10/11/2021		110221	2,200.00
							CHECK 102538 TOTAL:	2,200.00
102539	11/02/2021	PRTD	30203 PK CONSTRUCTIION	086949	10/19/2021		110221	881.05
							CHECK 102539 TOTAL:	881.05
102540	11/02/2021	PRTD	30162 PRECISION PAINTING	101921	10/19/2021		110221	2,900.00
							CHECK 102540 TOTAL:	2,900.00
102541	11/02/2021	PRTD	17334 QAIR CALIFORNIA	61299	10/06/2021		110221	832.50
			QAIR CALIFORNIA	103487-CM	06/22/2021		110221	-39.89
							CHECK 102541 TOTAL:	792.61
102542	11/02/2021	PRTD	2902 QUINN POWER SYSTEM	PC010408456	09/02/2021		110221	502.59
			QUINN POWER SYSTEM	WON10016225	08/27/2021		110221	1,006.14
			QUINN POWER SYSTEM	WON10016226	08/27/2021		110221	1,006.14
			QUINN POWER SYSTEM	WON10016229	08/27/2021		110221	980.25
			QUINN POWER SYSTEM	WON10016230	08/27/2021		110221	984.25
							CHECK 102542 TOTAL:	4,479.37
102543	11/02/2021	PRTD	17326 RINCON CONSULTANTS, INC.	32651	08/16/2021		110221	9,967.16
			RINCON CONSULTANTS, INC.	33331	09/16/2021		110221	28,982.15

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
			RINCON CONSULTANTS, INC.	34424	10/27/2021		110221	4,567.75
						CHECK	102543 TOTAL:	43,517.06
102544	11/02/2021	PRTD	30202 JOSHUA DAVID ROTHMAN	069815	10/19/2021		110221	907.36
						CHECK	102544 TOTAL:	907.36
102545	11/02/2021	PRTD	20779 SAND MATERIALS & AGGREGATE SALES,	79538	10/04/2021		110221	552.04
						CHECK	102545 TOTAL:	552.04
102546	11/02/2021	PRTD	21057 SIMI VALLEY FORD	C58434	10/05/2021		110221	891.53
						CHECK	102546 TOTAL:	891.53
102547	11/02/2021	PRTD	16120 SOIL CONTROL LAB	1090377	10/07/2021		110221	349.00
						CHECK	102547 TOTAL:	349.00
102548	11/02/2021	PRTD	30020 SOUTHERN CA EDISON	1884-102121-55	10/21/2021		110221	1,595.29
						CHECK	102548 TOTAL:	1,595.29
102549	11/02/2021	PRTD	2957 SOUTHERN CALIFORNIA EDISON (M-BIL 857161/102221		10/22/2021		110221	33,991.24
						CHECK	102549 TOTAL:	33,991.24
102550	11/02/2021	PRTD	2957 SOUTHERN CALIFORNIA EDISON (M-BIL 790504/102121		10/21/2021		110221	1,014.47
						CHECK	102550 TOTAL:	1,014.47
102551	11/02/2021	PRTD	2957 SOUTHERN CALIFORNIA EDISON (M-BIL 775690/102621		10/26/2021		110221	1,925.76
						CHECK	102551 TOTAL:	1,925.76
102552	11/02/2021	PRTD	2957 SOUTHERN CALIFORNIA EDISON (M-BIL 777683/102621		10/26/2021		110221	17.54
						CHECK	102552 TOTAL:	17.54

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
102553	11/02/2021	PRTD	2958 SOUTHERN CALIFORNIA GAS CO (M-bil	8400/102521	10/25/2021		110221	16.91
						CHECK	102553 TOTAL:	16.91
102554	11/02/2021	PRTD	16164 TECHNIQUE DATA SYSTEMS	057075	10/05/2021		110221	52.63
						CHECK	102554 TOTAL:	52.63
102555	11/02/2021	PRTD	17645 TORO ENTERPRISES INC.	15016	09/30/2021		110221	32,833.73
			TORO ENTERPRISES INC.	14997	09/30/2021		110221	16,211.77
			TORO ENTERPRISES INC.	14985	09/30/2021		110221	21,899.16
			TORO ENTERPRISES INC.	14980	09/30/2021		110221	43,444.65
			TORO ENTERPRISES INC.	14986	09/30/2021		110221	2,934.06
			TORO ENTERPRISES INC.	15013	09/30/2021		110221	11,145.63
			TORO ENTERPRISES INC.	15014	09/30/2021		110221	13,061.00
						CHECK	102555 TOTAL:	141,530.00
102556	11/02/2021	PRTD	20880 TPX COMMUNICATIONS	148990501-0	10/16/2021		110221	8,193.96
						CHECK	102556 TOTAL:	8,193.96
102557	11/02/2021	PRTD	30159 TRILLIUM HOLDCO LLC	1118155	10/18/2021		110221	37,486.75
						CHECK	102557 TOTAL:	37,486.75
102558	11/02/2021	PRTD	3429 UNITED PARCEL SERVICE	000025w020411	10/09/2021		110221	7.23
						CHECK	102558 TOTAL:	7.23
102559	11/02/2021	PRTD	21295 VERTICAL ELEVATOR SOLUTIONS, INC.	9910	10/13/2021		110221	1,900.00
						CHECK	102559 TOTAL:	1,900.00
102560	11/02/2021	PRTD	30198 BARBARA WARNER	067334	10/19/2021		110221	47.00

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
							CHECK 102560 TOTAL:	47.00
102561	11/02/2021	PRTD	8510 WORK BOOT WAREHOUSE	2-2-1007745	10/01/2021		110221	125.93
							CHECK 102561 TOTAL:	125.93
102562	11/02/2021	PRTD	19524 XYLEM WATER SOLUTIONS USA, INC	3556B94256	10/13/2021	22200001	110221	8,486.68
							CHECK 102562 TOTAL:	8,486.68
NUMBER OF CHECKS					54	*** CASH ACCOUNT TOTAL ***		409,928.84
TOTAL PRINTED CHECKS						COUNT	AMOUNT	
						54	409,928.84	
							*** GRAND TOTAL ***	409,928.84

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296brichie

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2022	5	15											
APP	701-200000				11/02/2021	110221	110221			Accounts Payable AP CASH DISBURSEMENTS JOURNAL		109,453.89	
APP	999-100100				11/02/2021	110221	110221			Cash-General AP CASH DISBURSEMENTS JOURNAL			409,928.84
APP	101-200000				11/02/2021	110221	110221			Accounts Payable AP CASH DISBURSEMENTS JOURNAL		122,513.63	
APP	751-200000				11/02/2021	110221	110221			Accounts Payable AP CASH DISBURSEMENTS JOURNAL		128,984.19	
APP	754-200000				11/02/2021	110221	110221			Accounts Payable AP CASH DISBURSEMENTS JOURNAL		48,571.26	
APP	130-200000				11/02/2021	110221	110221			Accounts Payable AP CASH DISBURSEMENTS JOURNAL		405.87	
GENERAL LEDGER TOTAL												409,928.84	409,928.84
APP	999-207010				11/02/2021	110221	110221			Due to/Due FromInternal Svs		109,453.89	
APP	701-100100				11/02/2021	110221	110221			Cash-General			109,453.89
APP	999-201010				11/02/2021	110221	110221			Due to/Due Frm Potable Wtr Ops		122,513.63	
APP	101-100100				11/02/2021	110221	110221			Cash-General			122,513.63
APP	999-207510				11/02/2021	110221	110221			Due to/Due FromJPA Operations		128,984.19	
APP	751-100100				11/02/2021	110221	110221			Cash-General			128,984.19
APP	999-207540				11/02/2021	110221	110221			Due to/Due FromJPA Replacement		48,571.26	
APP	754-100100				11/02/2021	110221	110221			Cash-General			48,571.26
APP	999-201300				11/02/2021	110221	110221			Due to/Due FrmSanitation Ops		405.87	
APP	130-100100				11/02/2021	110221	110221			Cash-General			405.87
SYSTEM GENERATED ENTRIES TOTAL												409,928.84	409,928.84
JOURNAL 2022/05/15											TOTAL	819,857.68	819,857.68

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101 Potable Water Operations 101-100100 101-200000	2022 5	15	11/02/2021	Cash-General		122,513.63
				Accounts Payable	122,513.63	
				FUND TOTAL	122,513.63	122,513.63
130 Sanitation Operations 130-100100 130-200000	2022 5	15	11/02/2021	Cash-General		405.87
				Accounts Payable	405.87	
				FUND TOTAL	405.87	405.87
701 Internal Service Fund 701-100100 701-200000	2022 5	15	11/02/2021	Cash-General		109,453.89
				Accounts Payable	109,453.89	
				FUND TOTAL	109,453.89	109,453.89
751 JPA Operations 751-100100 751-200000	2022 5	15	11/02/2021	Cash-General		128,984.19
				Accounts Payable	128,984.19	
				FUND TOTAL	128,984.19	128,984.19
754 JPA Replacement 754-100100 754-200000	2022 5	15	11/02/2021	Cash-General		48,571.26
				Accounts Payable	48,571.26	
				FUND TOTAL	48,571.26	48,571.26
999 Pooled Cash 999-100100 999-201010 999-201300 999-207010 999-207510 999-207540	2022 5	15	11/02/2021	Cash-General		409,928.84
				Due to/Due Frm Potable Wtr Ops	122,513.63	
				Due to/Due Frm Sanitation Ops	405.87	
				Due to/Due From Internal Svs	109,453.89	
				Due to/Due From JPA Operations	128,984.19	
				Due to/Due From JPA Replacement	48,571.26	
				FUND TOTAL	409,928.84	409,928.84

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		122,513.63
130	Sanitation Operations		405.87
701	Internal Service Fund		109,453.89
751	JPA Operations		128,984.19
754	JPA Replacement		48,571.26
999	Pooled Cash		
		409,928.84	
	TOTAL	409,928.84	409,928.84

** END OF REPORT - Generated by Brian Richie **

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
102563	11/09/2021	PRTD	19269 ACC BUSINESS	212885638	10/27/2021		110921	1,872.20
						CHECK	102563 TOTAL:	1,872.20
102564	11/09/2021	PRTD	30112 ADVANCED CONSERVATION MANAGEMENT	1004	10/27/2021	22200035	110921	624.08
						CHECK	102564 TOTAL:	624.08
102565	11/09/2021	PRTD	16224 ASBURY ENVIRONMENTAL SERVICES	I500-00765653	10/25/2021		110921	563.97
			ASBURY ENVIRONMENTAL SERVICES	I500-00761854	10/12/2021		110921	85.00
			ASBURY ENVIRONMENTAL SERVICES	I500-00762066	10/13/2021		110921	386.66
			ASBURY ENVIRONMENTAL SERVICES	I500-00762241	10/13/2021		110921	85.00
			ASBURY ENVIRONMENTAL SERVICES	I500-00761985	10/13/2021		110921	386.66
			ASBURY ENVIRONMENTAL SERVICES	I500-00762067	10/13/2021		110921	228.56
						CHECK	102565 TOTAL:	1,735.85
102566	11/09/2021	PRTD	2869 AT&T	2430/102321	10/23/2021		110921	52.21
			AT&T	7426/102321	10/23/2021		110921	50.60
						CHECK	102566 TOTAL:	102.81
102567	11/09/2021	PRTD	21141 CAVANAUGH & ASSOCIATES, P.A.	WE.19.050-3	09/28/2021		110921	2,500.00
						CHECK	102567 TOTAL:	2,500.00
102568	11/09/2021	PRTD	16821 CLEAN SWEEP SUPPLY CO., INC	597993	10/19/2021	22200047	110921	490.56
						CHECK	102568 TOTAL:	490.56
102569	11/09/2021	PRTD	15755 CORE & MAIN LP	P707638	10/14/2021	22200040	110921	2,499.95
						CHECK	102569 TOTAL:	2,499.95
102570	11/09/2021	PRTD	16364 D&H WATER SYSTEMS INC.	I 2021-1002	09/07/2021		110921	148.83
						CHECK	102570 TOTAL:	148.83

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
102571	11/09/2021	PRTD	9884 DICALITE MINERALS CORP.	451377	09/02/2021		110921	12,187.34
							CHECK 102571 TOTAL:	12,187.34
102572	11/09/2021	PRTD	2654 FAMCON PIPE	S100064759.001	10/13/2021	22200056	110921	330.69
			FAMCON PIPE	S100064515.001	10/13/2021	22200042	110921	1,704.48
							CHECK 102572 TOTAL:	2,035.17
102573	11/09/2021	PRTD	2655 FERGUSON ENTERPRISES	0776460.01	10/19/2021	22200052	110921	2,419.90
			FERGUSON ENTERPRISES	0769969-3	10/18/2021	22200012	110921	1,423.77
							CHECK 102573 TOTAL:	3,843.67
102574	11/09/2021	PRTD	21055 FIRESTONE COMPLETE AUTO CARE BRID	201176	10/15/2021		110921	237.75
							CHECK 102574 TOTAL:	237.75
102575	11/09/2021	PRTD	6770 G.I. INDUSTRIES	3003235-0283-5	11/01/2021		110921	96.64
			G.I. INDUSTRIES	3003236-0283-3	11/01/2021		110921	96.64
							CHECK 102575 TOTAL:	193.28
102576	11/09/2021	PRTD	20970 GARDA CL WEST, INC.	20500323	09/30/2021		110921	49.99
							CHECK 102576 TOTAL:	49.99
102577	11/09/2021	PRTD	2701 GRAINGER	9072043301	09/30/2021		110921	403.69
			GRAINGER	9072513444	10/01/2021		110921	100.54
			GRAINGER	9074792129	10/04/2021		110921	306.58
			GRAINGER	9076646828	10/06/2021		110921	53.42
			GRAINGER	9077586742	10/06/2021		110921	1,428.37
			GRAINGER	9077753813	10/06/2021		110921	218.61
			GRAINGER	9078664415	10/07/2021		110921	125.99
			GRAINGER	9081890700	10/11/2021		110921	546.38

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
			GRAINGER	9082024820	10/11/2021		110921	47.49
			GRAINGER	9085144310	10/13/2021		110921	62.73
			GRAINGER	9086762193	10/14/2021		110921	75.92
			GRAINGER	9091131681	10/19/2021		110921	21.80
			GRAINGER	9091642661	10/19/2021		110921	32.65
			GRAINGER	9093748599	10/20/2021		110921	269.81
			GRAINGER	9094033702	10/20/2021		110921	121.47
			GRAINGER	9094071033	10/20/2021		110921	15.20
						CHECK	102577 TOTAL:	3,830.65
102578	11/09/2021	PRTD	4409 HARRIS & ASSOCIATES, INC.	50129	10/14/2021		110921	187.50
						CHECK	102578 TOTAL:	187.50
102579	11/09/2021	PRTD	20584 KAMBRIAN CORPORATION	21040	10/19/2021	22200043	110921	1,580.94
						CHECK	102579 TOTAL:	1,580.94
102580	11/09/2021	PRTD	17447 KONECRANES INC.	154561451	10/15/2021		110921	3,107.17
						CHECK	102580 TOTAL:	3,107.17
102581	11/09/2021	PRTD	3352 LAS VIRGENES MUNICIPAL WATER DIST	1775/102021	10/20/2021		110921	58.14
			LAS VIRGENES MUNICIPAL WATER DIST	0570/102021	10/20/2021		110921	65.46
			LAS VIRGENES MUNICIPAL WATER DIST	2080/102021	10/20/2021		110921	195.30
			LAS VIRGENES MUNICIPAL WATER DIST	0254/102021	10/20/2021		110921	58.14
			LAS VIRGENES MUNICIPAL WATER DIST	1760/102021	10/20/2021		110921	455.16
			LAS VIRGENES MUNICIPAL WATER DIST	2090/102021	10/20/2021		110921	772.31
			LAS VIRGENES MUNICIPAL WATER DIST	2620/102021	10/20/2021		110921	356.21
			LAS VIRGENES MUNICIPAL WATER DIST	2650/102021	10/20/2021		110921	7.50
			LAS VIRGENES MUNICIPAL WATER DIST	2647/102021	10/20/2021		110921	337.91

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
			LAS VIRGENES MUNICIPAL WATER DIST	2654/102021	10/20/2021		110921	7.50
			LAS VIRGENES MUNICIPAL WATER DIST	2656/102021	10/20/2021		110921	868.69
			LAS VIRGENES MUNICIPAL WATER DIST	2658/102021	10/20/2021		110921	376.78
			LAS VIRGENES MUNICIPAL WATER DIST	2120/102021	10/20/2021		110921	139.79
						CHECK	102581 TOTAL:	3,698.89
102582	11/09/2021	PRTD	2814 MCMaster-CARR SUPPLY CO	66478538	10/12/2021		110921	95.59
			MCMaster-CARR SUPPLY CO	66505160	10/12/2012		110921	58.87
			MCMaster-CARR SUPPLY CO	66492325	10/12/2021		110921	188.44
						CHECK	102582 TOTAL:	342.90
102583	11/09/2021	PRTD	21574 METERSYS	INV-000632	10/18/2021		110921	16,766.50
						CHECK	102583 TOTAL:	16,766.50
102584	11/09/2021	PRTD	14322 MILES CHEMICAL COMPANY, INC	639656	10/15/2021		110921	217.94
						CHECK	102584 TOTAL:	217.94
102585	11/09/2021	PRTD	5736 MISCO WATER	16575SW	10/18/2021		110921	769.54
						CHECK	102585 TOTAL:	769.54
102586	11/09/2021	PRTD	2302 OFFICE DEPOT	204154007001	10/11/2021		110921	597.46
			OFFICE DEPOT	204179324001	10/11/2021		110921	179.57
						CHECK	102586 TOTAL:	777.03
102587	11/09/2021	PRTD	16372 OLIN CORPORATION	3000030372	10/12/2021		110921	4,233.83
			OLIN CORPORATION	3000031406	10/14/2021		110921	4,226.85
			OLIN CORPORATION	3000032959	10/19/2021		110921	4,237.32
			OLIN CORPORATION	3000033861	10/21/2021		110921	4,246.05
			OLIN CORPORATION	3000035622	10/26/2021		110921	4,308.91

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
							CHECK 102587 TOTAL:	21,252.96
102588	11/09/2021	PRTD	2871 PACIFIC COAST BOLT	2088308	10/08/2021	22200041	110921	660.51
							CHECK 102588 TOTAL:	660.51
102589	11/09/2021	PRTD	30155 LEN POLAN	110221	11/02/2021		110921	14.00
							CHECK 102589 TOTAL:	14.00
102590	11/09/2021	PRTD	2585 PURETEC	1927057	10/20/2021		110921	22.70
							CHECK 102590 TOTAL:	22.70
102591	11/09/2021	PRTD	2902 QUINN POWER SYSTEM	WON10016478	10/14/2021		110921	437.50
			QUINN POWER SYSTEM	WON10016477	10/14/2021		110921	260.00
							CHECK 102591 TOTAL:	697.50
102592	11/09/2021	PRTD	21594 RECYCLED WOOD PRODUCTS	216373	10/13/2021		110921	1,820.00
			RECYCLED WOOD PRODUCTS	216584	10/18/2021		110921	3,640.00
			RECYCLED WOOD PRODUCTS	216667	10/20/2021		110921	1,820.00
			RECYCLED WOOD PRODUCTS	216781	10/22/2021		110921	1,820.00
			RECYCLED WOOD PRODUCTS	216894	10/25/2021		110921	1,820.00
			RECYCLED WOOD PRODUCTS	216960	10/27/2021		110921	3,640.00
			RECYCLED WOOD PRODUCTS	217013	10/28/2021		110921	1,820.00
			RECYCLED WOOD PRODUCTS	217078	10/29/2021		110921	1,820.00
							CHECK 102592 TOTAL:	18,200.00
102593	11/09/2021	PRTD	9259 ROCK N ROLL-OFF, INC	452137	10/14/2021		110921	792.52
							CHECK 102593 TOTAL:	792.52

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
102594	11/09/2021	PRTD	20124 RON'S PORTABLE WELDING	6799	10/07/2021		110921	240.00
						CHECK	102594 TOTAL:	240.00
102595	11/09/2021	PRTD	4586 ROYAL INDUSTRIAL SOLUTIONS	9009-1011788	10/04/2021		110921	446.80
			ROYAL INDUSTRIAL SOLUTIONS	9009-1012582	10/20/2021		110921	722.78
			ROYAL INDUSTRIAL SOLUTIONS	9009-1012290	10/14/2021		110921	64.67
			ROYAL INDUSTRIAL SOLUTIONS	9009-1012496	10/19/2021		110921	258.01
			ROYAL INDUSTRIAL SOLUTIONS	9009-1012583	10/20/2021		110921	250.35
						CHECK	102595 TOTAL:	1,742.61
102596	11/09/2021	PRTD	20583 RT LAWRENCE CORPORATION	45101	10/19/2021		110921	2,651.80
						CHECK	102596 TOTAL:	2,651.80
102597	11/09/2021	PRTD	30120 SBS CORPORATION	10690/PMT#5	10/18/2021		110921	185,647.15
						CHECK	102597 TOTAL:	185,647.15
102598	11/09/2021	PRTD	20898 SDI PRESENCE LLC	7300	08/31/2021		110921	3,412.50
						CHECK	102598 TOTAL:	3,412.50
102599	11/09/2021	PRTD	2952 SHI INTERNATIONAL CORP	B14235546	10/20/2021	22200061	110921	36,583.78
						CHECK	102599 TOTAL:	36,583.78
102600	11/09/2021	PRTD	2956 SOUTH COAST AIR QUALITY MGMT DIST	3869071	10/19/2021		110921	1,760.60
			SOUTH COAST AIR QUALITY MGMT DIST	3869070	10/19/2021		110921	440.15
			SOUTH COAST AIR QUALITY MGMT DIST	3869069	10/19/2021		110921	440.15
			SOUTH COAST AIR QUALITY MGMT DIST	3870536	10/19/2021		110921	149.72
			SOUTH COAST AIR QUALITY MGMT DIST	3870535	10/19/2021		110921	149.72
			SOUTH COAST AIR QUALITY MGMT DIST	3870534	10/19/2021		110921	149.72
			SOUTH COAST AIR QUALITY MGMT DIST	3869017	08/17/2021		110921	8,258.91

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
			SOUTH COAST AIR QUALITY MGMT DIST	3870322	08/17/2021		110921	142.59
			SOUTH COAST AIR QUALITY MGMT DIST	3890688	10/01/2021		110921	440.15
			SOUTH COAST AIR QUALITY MGMT DIST	3893002	10/01/2021		110921	142.59
							CHECK 102600 TOTAL:	12,074.30
102601	11/09/2021	PRTD	30020 SOUTHERN CA EDISON	1884-102121-1	10/21/2021		110921	3,780.89
			SOUTHERN CA EDISON	1884-102121-2	10/21/2021		110921	-944.69
			SOUTHERN CA EDISON	1884-102121-3	10/21/2021		110921	103.08
			SOUTHERN CA EDISON	1884-102121-4	10/21/2021		110921	678.49
			SOUTHERN CA EDISON	1884-102121-5	10/21/2021		110921	13.71
			SOUTHERN CA EDISON	1884-102121-6	10/21/2021		110921	18.08
			SOUTHERN CA EDISON	1884-102121-7	10/21/2021		110921	15.59
			SOUTHERN CA EDISON	1884-102121-8	10/21/2021		110921	8,886.42
			SOUTHERN CA EDISON	1884-102121-9	10/21/2021		110921	226.91
			SOUTHERN CA EDISON	1884-102121-10	10/21/2021		110921	5,692.73
			SOUTHERN CA EDISON	1884-102121-11	10/21/2021		110921	-1,384.32
			SOUTHERN CA EDISON	1884-102121-12	10/21/2021		110921	4,565.90
			SOUTHERN CA EDISON	1884-102121-13	10/21/2021		110921	15.77
			SOUTHERN CA EDISON	1884-102121-14	10/21/2021		110921	247.56
			SOUTHERN CA EDISON	1884-102121-15	10/21/2021		110921	16.83
			SOUTHERN CA EDISON	1884-102121-16	10/21/2021		110921	782.66
			SOUTHERN CA EDISON	1884-102121-17	10/21/2021		110921	1,533.29
			SOUTHERN CA EDISON	1884-102121-18	10/21/2021		110921	-3,607.35
			SOUTHERN CA EDISON	1884-102121-19	10/21/2021		110921	8,636.39
			SOUTHERN CA EDISON	1884-102121-20	10/21/2021		110921	411.26
			SOUTHERN CA EDISON	1884-102121-21	10/21/2021		110921	1,276.80

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
			SOUTHERN CA EDISON	1884-102121-22	10/21/2021		110921	18.27
			SOUTHERN CA EDISON	1884-102121-23	10/21/2021		110921	2,344.16
			SOUTHERN CA EDISON	1884-102121-24	10/21/2021		110921	19.78
			SOUTHERN CA EDISON	1884-102121-25	10/21/2021		110921	677.24
			SOUTHERN CA EDISON	1884-102121-26	10/21/2021		110921	17.54
			SOUTHERN CA EDISON	1884-102121-27	10/21/2021		110921	-5,111.45
			SOUTHERN CA EDISON	1884-102121-28	10/21/2021		110921	29,128.93
			SOUTHERN CA EDISON	1884-102121-29	10/21/2021		110921	3,725.96
			SOUTHERN CA EDISON	1884-102121-30	10/21/2021		110921	-2,327.09
			SOUTHERN CA EDISON	1884-102121-31	10/21/2021		110921	5,770.08
			SOUTHERN CA EDISON	1884-102121-32	10/21/2021		110921	18,772.05
			SOUTHERN CA EDISON	1884-102121-33	10/21/2021		110921	7,745.64
			SOUTHERN CA EDISON	1884-102121-34	10/21/2021		110921	113.80
			SOUTHERN CA EDISON	1884-102121-35	10/21/2021		110921	637.26
			SOUTHERN CA EDISON	1884-102121-36	10/21/2021		110921	15.61
			SOUTHERN CA EDISON	1884-102121-37	10/21/2021		110921	39.46
			SOUTHERN CA EDISON	1884-102121-38	10/21/2021		110921	1,098.01
			SOUTHERN CA EDISON	1884-102121-39	10/21/2021		110921	-738.12
			SOUTHERN CA EDISON	1884-102121-40	10/21/2021		110921	4,495.29
			SOUTHERN CA EDISON	1884-102121-41	10/21/2021		110921	3,897.10
			SOUTHERN CA EDISON	1884-102121-42	10/21/2021		110921	13.71
			SOUTHERN CA EDISON	1884-102121-43	10/21/2021		110921	19.22
			SOUTHERN CA EDISON	1884-102121-44	10/21/2021		110921	16.83
			SOUTHERN CA EDISON	1884-102121-45	10/21/2021		110921	371.92
			SOUTHERN CA EDISON	1884-102121-46	10/21/2021		110921	25.02
			SOUTHERN CA EDISON	1884-102121-47	10/21/2021		110921	1,153.20

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
			SOUTHERN CA EDISON	1884-102121-48	10/21/2021		110921	741.70
			SOUTHERN CA EDISON	1884-102121-49	10/21/2021		110921	34.09
			SOUTHERN CA EDISON	1884-102121-50	10/21/2021		110921	521.84
			SOUTHERN CA EDISON	1884-102121-51	10/21/2021		110921	1,899.70
			SOUTHERN CA EDISON	1884-102121-52	10/21/2021		110921	-681.56
			SOUTHERN CA EDISON	1884-102121-53	10/21/2021		110921	-340.73
			SOUTHERN CA EDISON	1884-102121-54	10/21/2021		110921	3,191.06
			SOUTHERN CA EDISON	1884-102221-1	10/22/2021		110921	53,713.27
			SOUTHERN CA EDISON	1884-102221-2	10/22/2021		110921	80,569.90
			SOUTHERN CA EDISON	1884-102221-3	10/22/2021		110921	-16,859.25
			SOUTHERN CA EDISON	1884-102221-4	10/22/2021		110921	-25,288.87
						CHECK	102601 TOTAL:	200,406.57
102602	11/09/2021	PRTD	2957 SOUTHERN CALIFORNIA EDISON (M-BIL	445743/110121	11/01/2021		110921	54,355.68
						CHECK	102602 TOTAL:	54,355.68
102603	11/09/2021	PRTD	20648 STANTEC CONSULTING SERVICES INC.	1845630	10/14/2021		110921	1,440.00
						CHECK	102603 TOTAL:	1,440.00
102604	11/09/2021	PRTD	17645 TORO ENTERPRISES INC.	15051	09/30/2021		110921	44,308.47
						CHECK	102604 TOTAL:	44,308.47
102605	11/09/2021	PRTD	3026 VENTURA COUNTY STAR	0004108836	09/30/2021		110921	444.57
						CHECK	102605 TOTAL:	444.57
102606	11/09/2021	PRTD	3662 VENTURA COUNTY TAX COLLECTOR	3393820	10/18/2021		110921	19.46
						CHECK	102606 TOTAL:	19.46

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999 100100 Cash-General
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
102607	11/09/2021	PRTD	18604 VENTURA PEST CONTROL	790143	10/20/2021		110921	55.00
						CHECK	102607 TOTAL:	55.00
102608	11/09/2021	PRTD	30056 VERIZON WIRELESS	9891541483	10/26/2021		110921	456.12
						CHECK	102608 TOTAL:	456.12
102609	11/09/2021	PRTD	3035 VWR SCIENTIFIC	8806494490	10/22/2021		110921	497.46
			VWR SCIENTIFIC	8806395247	10/13/2021		110921	708.28
						CHECK	102609 TOTAL:	1,205.74
102610	11/09/2021	PRTD	19685 W. LITTEN INC.	21043	10/17/2021		110921	6,151.90
			W. LITTEN INC.	21044	10/18/2021		110921	4,836.00
						CHECK	102610 TOTAL:	10,987.90
102611	11/09/2021	PRTD	3025 WATER & SANITATION SRV./VENTURA C	2280750	10/27/2021		110921	25,865.33
						CHECK	102611 TOTAL:	25,865.33
102612	11/09/2021	PRTD	18914 WECK LABORATORIES, INC.	W1J1210-LV	10/19/2021		110921	33.00
			WECK LABORATORIES, INC.	W1J1215-LV	10/19/2021		110921	33.00
			WECK LABORATORIES, INC.	W1J1218-LV	10/19/2021		110921	2,013.00
			WECK LABORATORIES, INC.	W1J1219-LV	10/19/2021		110921	535.00
						CHECK	102612 TOTAL:	2,614.00

A/P CASH DISBURSEMENTS JOURNAL

NUMBER OF CHECKS 50 *** CASH ACCOUNT TOTAL *** 685,951.71

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	50	685,951.71

*** GRAND TOTAL *** 685,951.71

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296brichie

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2022	5	55													
APP	101-200000			11/09/2021	110921		110921				Accounts Payable			183,597.23	
											AP CASH DISBURSEMENTS JOURNAL				
APP	999-100100			11/09/2021	110921		110921				Cash-General				685,951.71
											AP CASH DISBURSEMENTS JOURNAL				
APP	751-200000			11/09/2021	110921		110921				Accounts Payable			225,291.99	
											AP CASH DISBURSEMENTS JOURNAL				
APP	701-200000			11/09/2021	110921		110921				Accounts Payable			65,435.12	
											AP CASH DISBURSEMENTS JOURNAL				
APP	301-200000			11/09/2021	110921		110921				Accounts Payable			202,601.15	
											AP CASH DISBURSEMENTS JOURNAL				
APP	130-200000			11/09/2021	110921		110921				Accounts Payable			4,872.02	
											AP CASH DISBURSEMENTS JOURNAL				
APP	330-200000			11/09/2021	110921		110921				Accounts Payable			3,412.50	
											AP CASH DISBURSEMENTS JOURNAL				
APP	102-200000			11/09/2021	110921		110921				Accounts Payable			741.70	
											AP CASH DISBURSEMENTS JOURNAL				
											GENERAL LEDGER TOTAL			685,951.71	685,951.71
APP	999-201010			11/09/2021	110921		110921				Due to/Due Frm Potable Wtr Ops			183,597.23	
											Cash-General				183,597.23
APP	101-100100			11/09/2021	110921		110921				Due to/Due FromJPA Operations			225,291.99	
											Cash-General				225,291.99
APP	751-100100			11/09/2021	110921		110921				Due to/Due FromInternal Svs			65,435.12	
											Cash-General				65,435.12
APP	999-207010			11/09/2021	110921		110921				Due to/Due FrmPotable Wtr Repl			202,601.15	
											Cash-General				202,601.15
APP	301-100100			11/09/2021	110921		110921				Due to/Due FrmSanitation Ops			4,872.02	
											Cash-General				4,872.02
APP	999-203300			11/09/2021	110921		110921				Due to/Due FrmSanitat Replace			3,412.50	
											Cash-General				3,412.50
APP	330-100100			11/09/2021	110921		110921				Due to/Due Frm Recl Wtr Ops			741.70	
											Cash-General				741.70

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL				ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
	11/09/2021	110921	110921						
SYSTEM GENERATED ENTRIES TOTAL								685,951.71	685,951.71
JOURNAL 2022/05/55						TOTAL		1,371,903.42	1,371,903.42

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101 Potable Water Operations 101-100100 101-200000	2022 5	55	11/09/2021	Cash-General		183,597.23
				Accounts Payable	183,597.23	
				FUND TOTAL	183,597.23	183,597.23
102 Reclaimed Water Operations 102-100100 102-200000	2022 5	55	11/09/2021	Cash-General		741.70
				Accounts Payable	741.70	
				FUND TOTAL	741.70	741.70
130 Sanitation Operations 130-100100 130-200000	2022 5	55	11/09/2021	Cash-General		4,872.02
				Accounts Payable	4,872.02	
				FUND TOTAL	4,872.02	4,872.02
301 Potable Wtr Replacement Fund 301-100100 301-200000	2022 5	55	11/09/2021	Cash-General		202,601.15
				Accounts Payable	202,601.15	
				FUND TOTAL	202,601.15	202,601.15
330 Sanitation Replacement 330-100100 330-200000	2022 5	55	11/09/2021	Cash-General		3,412.50
				Accounts Payable	3,412.50	
				FUND TOTAL	3,412.50	3,412.50
701 Internal Service Fund 701-100100 701-200000	2022 5	55	11/09/2021	Cash-General		65,435.12
				Accounts Payable	65,435.12	
				FUND TOTAL	65,435.12	65,435.12
751 JPA Operations 751-100100 751-200000	2022 5	55	11/09/2021	Cash-General		225,291.99
				Accounts Payable	225,291.99	
				FUND TOTAL	225,291.99	225,291.99
999 Pooled Cash 999-100100 999-201010 999-201020 999-201300 999-203010 999-203300	2022 5	55	11/09/2021	Cash-General		685,951.71
				Due to/Due Frm Potable Wtr Ops	183,597.23	
				Due to/Due Frm Recl Wtr Ops	741.70	
				Due to/Due Frm Sanitation Ops	4,872.02	
				Due to/Due Frm Potable Wtr Repl	202,601.15	
				Due to/Due Frm Sanitat Replace	3,412.50	

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
999-207010				Due to/Due FromInternal Sys	65,435.12	
999-207510				Due to/Due FromJPA Operations	225,291.99	
				FUND TOTAL	685,951.71	685,951.71

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		183,597.23
102	Reclaimed Water Operations		741.70
130	Sanitation Operations		4,872.02
301	Potable wtr Replacement Fund		202,601.15
330	Sanitation Replacement		3,412.50
701	Internal Service Fund		65,435.12
751	JPA Operations		225,291.99
999	Pooled Cash		
		685,951.71	
TOTAL		685,951.71	685,951.71

** END OF REPORT - Generated by Brian Richie **



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

MINUTES
REGULAR MEETING

9:00 AM

November 2, 2021

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Susan Brown.

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 Assembly Bill 361, which exempts certain requirements of the Ralph M. Brown Act to support social distancing guidelines associated with response to the coronavirus (COVID-19) outbreak. Susan Brown, Administrative Assistant, 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
Susan Brown, Administrative Assistant
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA AND APPROVAL OF FINDINGS OF RESOLUTION NO. 2598 (AB 361) REGARDING USE OF TELECONFERENCING

Director Renger moved to approve the agenda and findings of Resolution No. 2598 (AB 361) regarding use of teleconferencing. Motion seconded by Director Polan. Motion carried unanimously.

3. PUBLIC COMMENTS

There were no public comments.

John Zhao, Director of Facilities and Operations, introduced new employee Chris Boddy, Water Reclamation Plant Operator, and Brian Lopez, Electrician.

Joe McDermott, Director of Engineering and External Affairs, introduced Angela Lima, Office Customer Service Representative, and Francisco “Frank” Palos, Field Customer Service Representative.

Don Patterson, Director of Finance and Administration, introduced Tiffany Armstead, Administrative Specialist – Risk Management, and Brian Richie, Finance Manager.

The Board welcomed all of the new employees to the District.

4. CONSENT CALENDAR

- A List of Demands: November 2, 2021: Receive and file**
- B Minutes Regular Meeting of October 19, 2021: Approve**
- C Water Supply Conditions Update: Receive and file**
- D Claim by Glenda Grant**

Deny the claim by Glenda Grant.

Director Caspary moved to approve the Consent Calendar. Motion seconded by Director Renger. Motion carried unanimously.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

Joe McDermott, Director of Engineering and External Affairs, provided an update regarding the state’s arrearages program, which would distribute funds to pay for customers’ past due accounts due to the COVID-19 pandemic. He noted that approximately \$336 million was available for past due potable water accounts for the eligibility period of March 4, 2020 through June 15, 2021, and the District was eligible to receive approximately \$200,000 to apply credits towards past due accounts. He also noted that the State Water Resources Control Board (SWRCB) did not establish a screening process for determining funding eligibility. He stated that the District

established a program for installation of flow restriction devices for delinquent accounts; however, the program was paused in order to coordinate with the arrearages program. He noted that staff had initially begun a process to screen customers with a focus on providing relief to those who truly experienced a hardship; however, after conferring with the SWRCB, staff was informed that a screening process could not be established, therefore credits would be applied evenly to past due accounts regardless of hardship. He also reported that a program to assist with wastewater arrearages would come in early 2022, and the District would be eligible to receive approximately \$100,000 from this program. He noted that approximately \$300,000 would likely remain in uncollected accounts after the arrearages funding is applied towards water and wastewater past due accounts. He also noted that historically the District averaged \$100,000 to \$200,000 in past due accounts. He stated that the District could reinstate the installation of flow restriction devices and begin disconnecting water service for non-payment after December 31, 2021.

General Manager David Pedersen added that eligible customers who did not pay their water and wastewater bills during the time period of March 4, 2020 through June 15, 2021 would have a credit applied for the eligible portion of their unpaid amount, and they would be required to enter into a payment agreement for the ineligible portion.

6. TREASURER

Director Lo-Hill stated that the Treasurer's report was in order. She noted that interviews for auditing services would be held on November 8th, and the MWD Finance and Insurance Committee would hold a Demand Management Cost Recovery and Rate Refinement Workshop on November 8th.

7. BOARD OF DIRECTORS

A Declaration of a State of Emergency due to Drought and Activation of Water Shortage Contingency Plan at Stage 3 – Water Shortage Emergency

Pass, approve, and adopt proposed Resolution No. 2599, declaring a state of emergency due to water shortage from drought conditions in the State of California and activating the Water Shortage Contingency Plan at Stage 3 – Water Shortage Emergency.

RESOLUTION NO. 2599

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT DECLARING A STATE OF EMERGENCY DUE TO WATER SHORTAGE FROM DROUGHT CONDITIONS IN THE STATE OF CALIFORNIA AND ACTIVATING THE WATER SHORTAGE CONTINGENCY PLAN AT STAGE 3 – WATER SHORTAGE EMERGENCY

(Reference is hereby made to Resolution No. 2599 on file in the LVMWD's Resolution Book and by this reference the same is incorporated herein.)

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

A discussion ensued regarding amending the penalty structure after November 30, 2021, following the activation of the Stage 3 Water Shortage Emergency.

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

A discussion ensued regarding spending penalty funds on water conservation messaging efforts, prioritizing infrastructure projects to obtain water from the Colorado River, and preparing a training video on how to adjust weather-based irrigation controllers.

Dave Roberts, Resource Conservation Manager, noted that a workshop would be held that evening to instruct customers on the use of the Rachio weather-based irrigation controller and how to adjust the settings to achieve a 25 percent reduction in outdoor water usage. He also noted that the workshop would be recorded and uploaded to the District's website. He stated that staff sent emails to customers with the Rachio controller to inform them that staff would be available to assist them in adjusting their controllers to be more efficient with outdoor water use.

A discussion ensued regarding conducting outreach to customers with Automatic Meter Reading/Advanced Metering Infrastructure (AMR/AMI) meters and encouraging them to enroll in the WaterSmart portal; using visuals when conducting outreach to customers; asking customers to not plant grass at this time; asking customer to decrease indoor water use; asking customer to allow their lawn to go dormant; educating customers on types of ground cover; and conducting outreach to homeowners' associations.

Mike McNutt, Public Affairs and Communications Manager, addressed the various types of messaging that would be used to conduct outreach to customers.

A discussion ensued regarding the use of Caltrans and school electronic message boards and posting yard signs on prime corners in the District's neighborhoods.

Motion carried unanimously.

8. FACILITIES AND OPERATIONS

A Communication Facilities License Program: Approval and Implementation

Approve the proposed Communication Facilities License Program; and authorize the General Manager to execute an initial two-year professional services agreement with ATS Communications, including three one-year renewal options, to administer and implement the Communication Facilities License Program.

Doug Anders, Administrative Services Coordinator, presented the report.

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

Tony Ingegnere, representing ATS Communications, provided an overview of their services, and responded to questions regarding the rate structure.

A discussion ensued regarding ensuring that any communication licenses with cell site companies be maintained properly and not to allow a third party to acquire these licenses.

Motion carried unanimously.

B On-Call Pipeline Repair and Paving Services: Scope Change No. 1

Authorize the General Manager to approve Scope Change No. 1 to Toro Enterprises, Inc., in the amount of \$600,000, for additional on-call pipeline repair and paving services.

Jim Korkosz, Facilities Manager, presented the report.

Director Polan moved to approve Item 8B. Motion seconded by Director Lo-Hill.

Director Renger stepped out of the Board Room at 10:53 a.m.

John Zhao, Director of Facilities and Operations, responded to questions regarding the current unit price per square foot for paving based on standard design.

Motion carried by the following vote:

AYES: Caspary, Lewitt, Lo-Hill, Polan

NOES: None

ABSTAIN: None

ABSENT: Renger

9. ENGINEERING AND EXTERNAL AFFAIRS

A Cornell Pump Station Improvements Project: Award of Design and Engineering Services during Construction

Accept the proposal from Cannon Corporation; and authorize the General Manager to execute a professional services agreement, in the amount of \$326,582.40, for design and engineering services during construction for the Cornell Pump Station Improvements Project.

Veronica Hurtado, Assistant Engineer, presented the report.

Director Renger returned to the Board Room at 10:57 a.m.

Director Polan moved to approve Item 9A. Motion seconded by Director Renger.

A discussion ensued regarding concerns with the cost of the design work; the possibility

of replacing the original natural gas-powered engine rather than having it upgraded; contacting the Waukesha engine supplier to ask for the price of a new engine; the importance of the pump station in conveying water from the west side of the system to the east during planned or unplanned outages; having staff bring back additional detail of all of the specific elements of the project; and coordinating with the City of Agoura Hills on its Linear Park Project.

Motion carried by the following vote:

AYES: Lewitt, Lo-Hill, Polan, Renger

NOES: Caspary

ABSTAIN: None

ABSENT: None

B Application for U.S. Bureau of Reclamation WaterSMART: Water and Energy Efficiency Grant for Large Meter Advanced Metering Infrastructure Project

Pass, approve, and adopt Resolution No. 2600, authorizing submittal of a grant funding application and execution of a grant funding agreement, if awarded.

RESOLUTION NO. 2600

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AUTHORIZING THE GENERAL MANAGER, OR DESIGNEE, TO APPLY FOR, RECEIVE FUNDS, ENTER INTO A COOPERATIVE AGREEMENT AND ADMINISTER A GRANT FOR THE 2022 BUREAU OF RECLAMATION WATER AND ENERGY EFFICIENCY GRANT

(Reference is hereby made to Resolution No. 2600 on file in the LVMWD's Resolution Book and by this reference the same is incorporated herein.)

Craig Jones, Management Analyst II, presented the report.

Director Polan moved to approve Item 9B. Motion seconded by Director Lo-Hill.

A discussion ensued regarding the life span of large meters, technology improvements, and changes to usage.

Motion carried unanimously.

10. INFORMATION ITEMS

A GFOA Award of Financial Reporting Achievement

Board President Lewitt acknowledged Don Patterson, Director of Finance and Administration, on achieving the GFOA award. Mr. Patterson acknowledged Angela Saccareccia, Finance Manager, and staff on their efforts.

11. NON-ACTION ITEMS

A Organization Reports

None.

B Director's Reports on Outside Meetings

Director Polan reported that he attended a local event where he spoke with several customers regarding their water usage. He noted that one resident expressed concern with the requirement by the Three Springs Homeowners Association to maintain a green lawn.

C General Manager Reports

(1) General Business

General Manager David Pedersen reported that staff was working with MWD regarding the drought and developing short and long-term solutions to address the State Water Project exclusive areas. He noted that MWD was proposing significant investment in outreach and communications related to the drought. He addressed the costs for the Cornell Pump Station Improvements Project and stated that the scope of work would include design and engineering support during construction. He noted that the engineering costs prior to construction would be approximately \$157,000, which would include \$44,000 for permitting costs.

Board President Lewitt asked staff to communicate to the ratepayers that by using less water the District could place more water back in the reservoirs. He also asked staff to share water conservation efforts by Calleguas Municipal Water District and the Los Angeles Department of Water and Power.

(2) Follow-Up Items

General Manager David Pedersen noted that a report regarding District vehicle branding would be included on a future agenda.

D Directors' Comments

None.

12. FUTURE AGENDA ITEMS

Board President Lewitt requested a future agenda item to review and discuss the four stages of escalating response to a water shortage caused by drought and emergencies.

13. PUBLIC COMMENTS

None.

14. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **11:25 a.m.**

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

ATTEST:

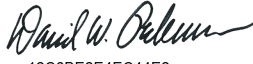
Lee Renger, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)

November 2, 2021

To: Payroll

From: David W. Pedersen
General Manager

DocuSigned by:

12C6BE2E4EC44E2...

RE: Per Diem Request – October 2021

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

On April 25, 2017, the Board adopted Resolution No. 2513, amending the per diem rate to \$220.

	<u>Director</u>	<u>No. of Meetings</u>	<u>Rate</u>	<u>Total</u>
8014	Charles Caspary	5	\$220.00	\$1,100.00
19447	Jay Lewitt	5	\$220.00	\$1,100.00
21169	Lynda Lo-Hill	7	\$220.00	\$1,540.00
18856	Leonard Polan	6	\$220.00	\$1,320.00
14702	Lee Renger	3	\$220.00	\$660.00

*LVMWD Code Section 2-2.106(a): “not exceeding a total of ten (10) days in any calendar month”

**LVMWD Code Section 2-2.106(b): MWD director “not exceeding a total of ten (10) additional days in any calendar month.”

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT



To: Josie Guzman, Clerk of the Board Director's Name: Charles Caspary
 Month of: Oct-21 Division: 1

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

Date(s)	# of Days Claimed			Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹	Total		MWD	LVMWD	
10/5/2021	1		1	N		X	LVMWD REG. BOARD MEETING
10/14/2021	1		1	N		X	LV-TWSD BOARD MEETING
10/19/2021	1		1	N		X	LVMWD REG. BOARD MEETING
10/21/2021	1		1	N		X	SMBRC GOVERNING BOARD MEETING
10/29/2021	1		1	N		X	ACWA - STATE LEGISLATIVE COMMITTEE
TOTAL			5				

Date Submitted: 1-Nov-21

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

Director Signature: Charles Caspary via email

LAS VIRGENES MUNICIPAL WATER DISTRICT - PER DIEM REPORT



To: Josie Guzman, Clerk of the Board Director's Name: LEE RENGER

Month of: OCTOBER 2021 Division: 3

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

Date(s)	# of Days Claimed			Reimbursible Expenses ² (Y/N)	Check One		Event Title
	Event	Travel ¹	Total		MWD	LVMWD	
10/5/2021	1		1	N		X	LVMWD BOARD MEETING
10/14/2021	1		1	N		X	JPA SPECIAL WORKSHOP
10/19/2021	1		1	N		X	LVMWD BOARD MEETING
TOTAL			3				

DATE SIGNED 10_24_2021
 Director Signature: Lee Renger

Glen Peterson, Director

Metropolitan Water District of Southern California

2936 Triunfo Canyon Rd

Agoura, CA. 91301

email: glenpsop@icloud.com

INVOICE

DATE: 11/01/21
INVOICE # 35
FOR: Director fees

Bill To:

Las Virgenes Municipal Water District

4232 Las Virgenes Canyon Rd

Calabasas, CA. 91302

attn: Josie Guzman, Clerk of the Board

818-251-2100

Date	Description	fee
10/5/2021	Report September MWD board to LV Board	\$220.00
10/6/2021	Real Property October meeting review	\$220.00
10/8/2021	Northern Caucus	\$220.00
10/11/2021	Comittees Meetings	\$220.00
10/12/2021	Committee and Board Meeting	\$220.00
10/19/2021	Report to Las Virgenes Board	\$220.00
10/21/2021	Engineering and Operations Inspection (virtual)	\$220.00
10/26/2021	Committee and Special Board meeting	\$220.00
TOTAL		\$1,760.00

Make Check payable to Glen Peterson

Thank you for the opportunity to serve



November 16, 2021 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Resolution of Intent for Continuation of Potable Water Standby Charge

SUMMARY:

The District proposes to continue its Potable Water Standby Charge to support its Potable Water Replacement Program (Program). Prior to Fiscal Year (FY) 1995-96, the Program was funded entirely through the District's potable water rate structure. However, in June 1995, the District implemented a "Standby Charge," pursuant to the Municipal Water District Law of 1911, to augment the Potable Water Replacement Fund with a steady source of alternate income. The Potable Water Standby Charge is assessed on both improved and vacant properties, recognizing that the funded improvements benefit both current and future customers. The Standby Charge has been renewed each year since FY 1995-96, and staff recommends its continuation for FY 2022-23. No change is proposed for the FY 2022-23 Standby Charge; it would continue to be ten dollars (\$10.00) per parcel per year for parcels of one acre and less, and ten dollars (\$10.00) per acre and each portion thereof per year for parcels greater than one acre.

RECOMMENDATION(S):

Pass, approve and adopt proposed Resolution No. 2602, initiating proceedings for continuation of the Standby Charge pursuant to the Municipal Water District Law of 1911; ordering notification for those properties that changed ownership since the last Standby Charge assessment; ordering publication of a Notice of Public Hearing in a newspaper of general circulation once a week for a two-week period; and setting a public hearing on the matter for 9:00 a.m. on January 4, 2022.

RESOLUTION NO. 2602

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2022

(Reference is hereby made to Resolution No. 2602 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Continuation of the standby charge would generate approximately \$512,000 for Fiscal Year 2022-23.

DISCUSSION:

For the first three years of assessing the Standby Charge, the District notified all landowners within the District by postcard of the public hearing to initiate or continue the Standby Charge. In conjunction with the mass mailing, a notice of the time, place and purpose of the public hearing was published in a newspaper of general circulation once a week for a two-week period. As this procedure was followed for three consecutive years, state law allows for an alternative procedure to provide notification to only those properties that have changed ownership since the last Standby Charge assessment. The alternative procedure has been used since 1998 and is recommended for the FY 2022-23 notification. In addition, a publication of the Notice of Public Hearing will be placed in a newspaper of general circulation once a week for a two-week period.

A Standby Charge Deferral Program is available for property owners who receive little or no benefit from the District's water system. The deferral, once executed, remains in effect until:

- The property owner receives a benefit from the District's water system;
- The Standby Charge is discontinued; or
- The property owner terminates the deferral in writing and pays the deferred charges due to the District for up to a 10-year maximum.

Staff recommends continuance of the Standby Charge to provide a fixed source of income that will supplement the Potable Water Replacement Fund and provide an equitable means of assessing existing and future customers for a portion of costs of replacing the potable water system.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Brian Richie, Finance Manager

ATTACHMENTS:

RESOLUTION NO. 2602

RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILITY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING JULY 1, 2022

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

Section 1. Purpose and Scope

This Resolution initiates proceedings to continue to levy a water standby charge for the fiscal year commencing July 1, 2022, to finance water replacement programs of the District. The standby charge is based upon an engineering report that is on file with the District.

Section 2. Affected Lands

Lands within the Las Virgenes Municipal Water District service boundaries are affected by this Resolution.

Section 3. Proposed Charge

- (a) The proposed standby charge shall not exceed \$10.00 per acre per year or \$10.00 per parcel of less than one acre per year for each parcel of affected land.
- (b) It is also proposed that variances to the above charges be granted for unusual circumstances.

Section 4. Public Hearing

- (a) The Board shall conduct a public hearing at Las Virgenes Municipal Water District, 4232 Las Virgenes Road, Calabasas, California, on January 4, 2022, at the hour of 9:00 a.m., or as soon thereafter as the matter can be heard, to consider the continuation of the standby charges described herein. The Board will hear and consider all objections or protests, if any, to the proposed charges.
- (b) The Notice of Public Hearing shall be in the form required by law. The notice shall be mailed at least twenty-one days prior to the date set for the hearing to each owner of land for which ownership has changed since the last standby assessment or availability charge was fixed as shown on the last equalized assessment roll, or known to the Secretary of the District. The notice shall also be published at least once a week for two weeks prior to the date set for the hearing in a newspaper of general circulation printed and published within the District, if there is one, and if not, then in a newspaper of general circulation printed and published in Los Angeles County.

PASSED, APPROVED AND ADOPTED this 16th day of November 2021.

Jay Lewitt, President

ATTEST:

Lee Renger, Secretary

APPROVED AS TO FORM:

W. Keith Lemieux, District Counsel

(SEAL)



□ November 16, 2021 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Fiscal Year 2022-23 Proposed Sanitation Rate for Consolidated Sewer Maintenance District: Topanga Tax Zone

SUMMARY:

The District provides sanitation service to 355 residential customers of the Consolidated Sewer Maintenance District, Topanga Tax Zone, pursuant to an October 3, 1978 Agreement. The District bills the County of Los Angeles quarterly for the service provided to the Topanga Tax Zone and may amend the rate annually with written notice provided for new rates to be effective the following fiscal year. The calculation for Fiscal Year 2022-23 shows that the monthly billing rate for the Topanga Tax Zone should be increased from \$54.50 to \$57.50 per Equivalent Residential Unit (ERU).

RECOMMENDATION(S):

Approve a monthly billing rate of \$57.50 per Equivalent Residential Unit for the Consolidated Sewer Maintenance District, Topanga Tax Zone, for Fiscal Year 2022-23.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The new rate will more closely align the charges for the Topanga Tax Zone with the cost of service.

DISCUSSION:

Background:

The District provides sanitation service to 355 residential customers of the Consolidated Sewer Maintenance District, Topanga Tax Zone, pursuant to an October 3, 1978 Agreement. The customers reside outside the District's service area in unincorporated Los Angeles County (see Exhibit A). The wastewater flows are conveyed to the Tapia Water Reclamation Facility via a Consolidated Maintenance District force main and the District's Lift Stations Nos. 1 and 2.

October 3, 1978 Agreement:

The Agreement provides for the District to directly bill the County of Los Angeles for the Topanga Tax Zone on a quarterly basis for the prorated operation and maintenance expenses of the District's facilities utilized to provide service to the area. The proration is based upon the District's cost to provide sewer service to the Sanitation Improvement District No. U-2. The County of Los Angeles, Topanga Tax Zone, receives its funding through an assessment on the County tax roll. Additionally, the Agreement establishes that the District may amend the charge for service to the Topanga Tax Zone annually with written notification to be effective the following fiscal year, commencing on July 1st.

Accounting of Charges to the Topanga Tax Zone:

To ensure accurate billing to the Topanga Tax Zone, staff maintains an annual accounting of the actual charges to the Topanga Tax Zone versus the same for District customers within Sanitation Improvement District No. U-2 (see Exhibit B). Because of the advance notice required to set and/or update the rate for the Topanga Tax Zone, there is occasionally a period of time when the rate differs from that charged to the District's customers. Staff accrues these differences on an annual basis and maintains a cumulative overage or underage for accounting purposes. When rate changes for the Topanga Tax Zone are proposed, staff takes into account any cumulative overage or underage.

Proposed Fiscal Year 2022-23 Rate:

Staff recommends the monthly billing rate be increased from \$54.50 to \$57.50 for the Topanga Tax Zone. The proposed increase will align with the current monthly service fees. Calculations show proposed billing rate will more closely align the charges for the Topanga Tax Zone with the cost of service.

Five-Year History of Billing Rate:

Following is a five-year history of the monthly rate billing rate for the Topanga Tax Zone per ERU.

FY 2021-22 \$54.50

FY 2020-21 \$53.50

FY 2019-20 \$50.00

FY 2018-19 \$50.00

FY 2017-18 \$50.00

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

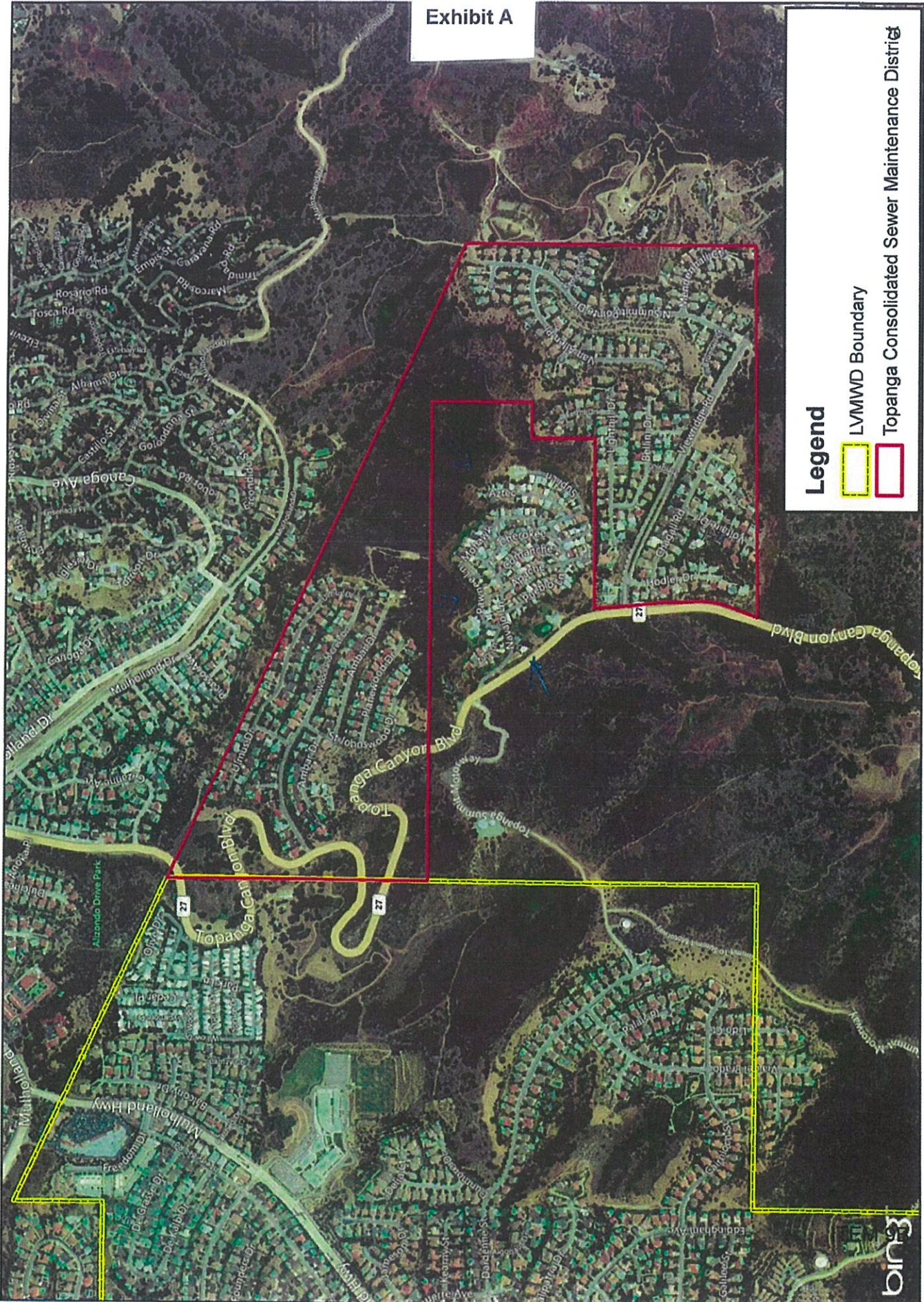
Prepared by: Brian Richie, Finance Manager

ATTACHMENTS:



Exhibit A - Map of Topanga Tax Zone

Exhibit B - Accounting of Charges to Topanga Tax Zone

Exhibit A



Legend

-  LVMWD Boundary
-  Topanga Consolidated Sewer Maintenance District



Topanga Consolidated Sewer Maintenance District



LAS VIRGENES MUNICIPAL WATER DISTRICT
 COMPARISON OF CUSTOMER CHARGES BETWEEN LVMWD U-2 SANI DISTRICT
 AND CONSOLIDATED SEWER MAINT DISTRICT, TOPANGA TAX ZONE
September 30, 2021

LAS VIRGENES MWD U-2 SANITATION DISTRICT			CONSOLIDATED SEWER MAINT DISTRICT, TOPANGA ZONE					DIFFERENCE BETWEEN AMOUNT COLLECTED FROM TOPANGA ZONE AND EQUIVALENT U-2 AMOUNT	
EFFECTIVE DATES OF U-2 MONTHLY SEWER CHARGES			MONTHLY RATE PER ERU COLLECTED FROM TOPANGA	COLLECTION PER ERU ON ANNUAL BASIS	ERU'S REPORTED BY TOPANGA	TOTAL COLLECTION FROM TOPANGA ON ANNUAL BASIS	TOTAL AMOUNT AT U-2 EQUIV. RATE (TOPANGA ERU X U-2 ANNUAL RATE)	TOPANGA ZONE ANNUAL OVER OR (UNDER)	TOPANGA ZONE CUMULATIVE OVER OR (UNDER)
PERIOD	MONTHLY SERVICE FEE	ANNUAL RATE BASIS							
2009-10	51.00	612.00	55.00	660.00	354	233,640.00	216,648.00	16,992.00	16,988.57
2010-11	54.00	648.00	51.00	612.00	354	216,651.00	229,392.00	(12,741.00)	4,247.57
2011-12	54.00	648.00	54.00	648.00	355	230,040.00	230,040.00	0.00	4,247.57
2012-13	54.14	649.68	54.00	648.00	355	230,040.00	230,636.40	(596.40)	3,651.17
2013-14	54.28	651.36	54.00	648.00	355	230,040.00	231,232.80	(1,192.80)	2,458.37
2014-15	54.83	657.96	54.50	654.00	355	232,170.00	233,575.80	(1,405.80)	1,052.57
2015-16	52.75	648.72	55.40	664.80	355	236,004.00	230,295.60	5,708.40	6,760.97
2016-17	50.67	607.98	55.40	664.80	355	236,004.00	215,832.90	20,171.10	26,932.07
2017-18	50.67	607.98	50.00	600.00	355	213,000.00	215,832.90	(2,832.90)	24,099.17
2018-19	51.74	620.82	50.00	600.00	355	213,000.00	220,391.10	(7,391.10)	16,708.07
2019-20	52.81	633.72	50.00	600.00	355	213,000.00	224,970.60	(11,970.60)	4,737.47
2020-21	53.89	646.68	53.50	642.00	355	227,910.00	229,571.40	(1,661.40)	3,076.07
2021-22	53.85	646.23	54.50	654.00	355	232,170.00	229,411.65	2,758.35	5,834.42
2022-23	58.52	702.24	57.50	690.00	355	244,950.00	249,295.20	(4,345.20)	1,489.22



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

MWD MEETING AGENDA

Board of Directors Workshop

November 8, 2021

9:00 AM

Monday, November 8, 2021 Meeting Schedule
09:00 a.m. - BOD Workshop 11:00 a.m. - Break 11:30 a.m. - E&O 01:00 p.m. - C&L 02:00 p.m. - WP&S

Teleconference meetings will continue through the end of the year. Live streaming is available for all board and committee meetings on mwdh2o.com ([Click Here](#))

A listen only phone line is also available at 1-800-603-9516; enter code: 2176868#. Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via teleconference only. To participate call (404) 400-0335 and enter Code: 9601962.

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

1. **Call to Order**
2. **Roll Call**
3. **Determination of a Quorum**
4. **Opportunity for members of the public to address the Board on matters within the Board's jurisdiction. (As required by Gov. Code § 54954.3(a))**
5. **WORKSHOP ITEMS**
 - a. Demand Management Cost Recovery and Rate Refinement Workshop [21-594](#)
6. **FOLLOW-UP ITEMS**

None
7. **FUTURE AGENDA ITEMS**
8. **ADJOURNMENT**

NOTE:

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

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

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 Secretary in advance of the meeting to ensure availability of the requested service or accommodation.



**Regular Board of Directors Meeting - Final -
Revised 2**

November 9, 2021

12:00 PM

Tuesday, November 9, 2021 Meeting Schedule
09:00 a.m. - L&C
10:00 a.m. - OP&T
11:30 a.m. - Break
12:00 p.m. - BOD

Teleconference meetings will continue through the end of the year. Live streaming is available for all board and committee meetings on mwdh2o.com ([Click Here](#))

A listen only phone line is also available at 1-800-603-9516; enter code: 2176868#. Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via teleconference only. To participate call (404) 400-0335 and enter Code: 9601962.

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

1. Call to Order

- 1.1 Invocation: Kenneth R. Morphis Jr., O&M Tech IV, Water System Operations
- 1.2 Pledge of Allegiance: Director Williams, West Basin MWD

2. Roll Call

3. Determination of a Quorum

4. Opportunity for members of the public to address the Board on matters within the Board's jurisdiction. (As required by Gov. Code § 54954.3(a))

5. OTHER MATTERS AND REPORTS

- A. Report on Director's events attended at Metropolitan expense [21-612](#)
Attachments: [11092021 BOD 5A Report](#)
- B. Chairwoman's Monthly Activity Report [21-613](#)
Attachments: [11092021 BOD 5B Report](#)
- C. General Manager's summary of activities [21-614](#)
Attachments: [11092021 BOD 5C Report](#)

- D. General Counsel's summary of activities [21-615](#)
Attachments: [11092021 BOD 5D Report](#)
- E. General Auditor's summary of activities [21-616](#)
Attachments: [11092021 BOD 5E Report](#)
- F. Ethics Officer's summary of activities [21-617](#)
Attachments: [11092021 BOD 5F Report](#)

**** CONSENT CALENDAR OTHER ITEMS -- ACTION ****

6. CONSENT CALENDAR OTHER ITEMS - ACTION

- A. Approval of the Minutes of the Meeting for October 12, 2021 [21-593](#)
 (Copies have been submitted to each Director) Any additions, corrections, or omissions
Attachments: [11092021 BOD 6A Minutes](#)
- B. Adopt resolution to continue remote teleconference meetings [21-601](#)
 pursuant to the Brown Act Section 54953(e) for meetings of Metropolitan's legislative bodies for a period of 30 days; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA
Attachments: [11092021 BOD 6B Resolution](#)
- C. Induction of new Director Nancy Sutley from the city of Los Angeles (Item Added 11/4/2021) [21-649](#)
 (a) Receive credentials
 (b) Report on credentials by General Counsel
 (c) File credentials
 (d) Administer Oath of Office
 (e) File Oath
- D. Approve Committee Assignments

**** END OF CONSENT CALENDAR ITEMS ****

7. CONSENT CALENDAR ITEMS - ACTION

- 7-1** Recommend that the Board approve proposed ethics-related amendments to the Administrative Code; the General Manager has determined that the proposed action is not subject to CEQA. [Posting Separately] (AE) [21-568](#)
- Attachments:** [11092021 AE 7-1 B-L.pdf](#)
[10262021 AE 7-1 Presentation.pdf](#)
- 7-2** Award a \$1,477,000 contract to Minako America Corporation (dba Minco Construction) for replacement of ozone power supply units at the Joseph Jensen Water Treatment Plant and authorize an agreement with CDM Smith Inc. in an amount not to exceed \$800,000 for engineering services to support the Jensen ozone generation system rehabilitation; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EO) [21-595](#)
- Attachments:** [11092021 EO 7-2 B-L](#)
[11092021 EO 7-2 Presentation.pdf](#)
- 7-3** Award a \$9.2 million contract to CSI Electrical Contractors, Inc. for Stage 2 electrical upgrades at the Henry J. Mills Water Treatment Plant; authorize: (1) granting of a permanent easement to Riverside Public Utilities; and (2) an increase of \$830,000 to an agreement with Lee & Ro, Inc., for a new not-to-exceed amount of \$1,927,000 for engineering support; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EO) [21-597](#)
- Attachments:** [11092021 EO 7-3 B-L](#)
[11092021 EO 7-3 Presentation.pdf](#)
- 7-4** Adopt the CEQA determination that the proposed action has been previously addressed in the certified 2015 Final EIR and related CEQA documents; and award a \$6,044,896.76 procurement contract to Northwest Pipe Company for steel pipe to rehabilitate a portion of the Etiwanda Pipeline (EO) [21-598](#)
- Attachments:** [11092021 EO 7-4 B-L](#)
[11092021 EO 7-4 Presentation.pdf](#)

- 7-5** Award a \$3,280,920 contract to J.F. Shea, Construction, Inc. for lining of the Cholla Wash cut-and-cover conduit at Mile Marker 126 on the Colorado River Aqueduct; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EO) [21-599](#)
- Attachments:** [11092021 EO 7-5 B-La REVISED redlined.pdf](#)
[11092021 EO 7-5 Presentation.pdf](#)
- 7-6** Adopt Legislative Priorities and Principles for 2022; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (CL) [21-600](#)
- Attachments:** [11092021 CL 7-6 B-L REVISED](#)
[11092021 CL 7-6 Presentation.pdf](#)
- 7-7** Approve Metropolitan’s annual membership in the North American Transmission Forum and authorize a one-time payment of \$5,000 and annual dues payment of \$28,500; the General Manager determined that the proposed action is exempt or otherwise not subject to CEQA (CL) [21-608](#)
- Attachments:** [11092021 CL 7-7 B-L](#)
[11092021 CL 7-7 Presentation.pdf](#)
- 7-8** Adopt resolution declaring a Regional Drought Emergency, calling on Member Agencies to reduce use of State Water Project supplies, and granting the General Manager certain additional authorities; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. (SUBJECT REVISED 11/3/2021) (WPS) [21-640](#)
- Attachments:** [11092021 WPS 7-8 B-L](#)
[11082021 WPS 7-8 Presentation.pdf](#)
- 7-9** Authorize implementation of modifications to the Turf Replacement Program, the Member Agency Administered Funds Program, the Pre-1994 Multi-Family Property Toilet Replacement Program, and the Southern California Gas Company Direct Install Program; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA (WPS) [21-603](#)
- Attachments:** [11092021 WPS 7-9 B-L](#)
[11082021 WPS 7-9 Presentation.pdf](#)

- 7-10** Authorize implementation of a new Municipal Leak Detection and Repair Grant Pilot Program; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA (WPS) [21-604](#)

Attachments: [11092021 WPS 7-10 B-L](#)
[11092021 WPS 7-10 Presentation.pdf](#)

- 7-11** Adopt resolution to support Metropolitan's application for the United States Bureau of Reclamation's Water and Energy Efficiency FY 2022 Grant Program of \$2 million to supplement funding for public agency landscapes within the Turf Replacement Program; authorize the General Manager to accept grant funds, if awarded; and authorize the General Manager to enter into a contract with United States Bureau of Reclamation for the grant funds, if awarded; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA (WPS) [21-606](#)

Attachments: [11092021 WPS 7-11 B-L](#)
[11082021 WPS 7-11 Presentation.pdf](#)

- 7-12** Authorize the General Manager to enter into agreements with the Quechan Tribe of the Fort Yuma Indian Reservation and farmers within Quechan tribal land to provide incentives for land fallowing related to the Metropolitan/Quechan Tribe Seasonal Fallowing Pilot Program, for up to \$1.6 million in 2022 and 2023; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (WPS) [21-605](#)

Attachments: [11092021 WPS 7-12 B-L](#)
[11092021 WPS 7-12 Presentation.pdf](#)

7-13 (1) Rescind the Board's June 8, 2021 action authorizing the General Manager to enter into a Local Resources Program (LRP) agreement with the Municipal Water District of Orange County (MWDOC) and Santa Margarita Water District (SMWD) for the Las Flores Recycled Water Expansion Project (Las Flores Project); review and consider SMWD's approved Final Mitigated Negative Declaration and Addendum for the Las Flores Project and take related CEQA actions; and, after the disclosure of a remote financial interest under Government Code Section 1090 (Section 1090) and director recusal, consider and authorize an LRP agreement with MWDOC and SMWD for the Las Flores Project. [21-648](#)

(2) Rescind the Board's December 13, 2016 actions authorizing the General Manager to enter into LRP agreements with MWDOC and SMWD for the Lake Mission Viejo Advanced Purification Water Treatment Facilities (Lake Mission Viejo Facilities) and with MWDOC and the El Toro Water District (ETWD) for the El Toro Recycled Water System Expansion Phase II Project (El Toro Project); after the disclosure of a remote financial interest under section 1090 and director recusal, consider and authorize LRP agreements with MWDOC and SMWD for the Lake Mission Viejo Facilities and with MWDOC and ETWD for the El Toro Project; and authorize retroactive LRP payments in the amounts of \$522,000 and \$110,000 for the Lake Mission Viejo Facilities and El Toro Project, respectively, as credit against returned payments in the same amount; the General Manager has determined these proposed actions are exempt or otherwise not subject to CEQA. (SUBJECT REVISED 11/3/2021) (WPS)

Attachments: [11092021 WPS 7-13 A-4 EIR](#)
[11092021 WPS 7-13 B-L](#)
[11092021 WPS 7-13 Presentation.pdf](#)
[11082021 WPS 7-13 Chair Memo to Board.pdf](#)
[11082021 WPS 7-13 Ramos Memo to A&E Committee.pdf](#)

7-14 Authorize an increase of \$985,000 to an agreement with PlanNet, LLC for a new not-to-exceed amount of \$2.885 million for professional services in support of the Datacenter Modernization Relocation project; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (OPT) [21-602](#)

Attachments: [11092021 OPT 7-14 B-L](#)
[11092021 OPT 7-14 Presentation.pdf](#)

- 7-15 Authorize an increase of \$150,000, to a maximum amount not to exceed \$250,000 for the workers' compensation legal services contract with the law firm Kegel, Tobin & Truce A.P.C.; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. (ITEM ADDED 11/3/2021) (LC) [21-647](#)

Attachments: [11092021 LC 7-15 B-L](#)

8. OTHER BOARD ITEMS - ACTION

None

9. BOARD INFORMATION ITEMS

- 9-1 Report on Conservation [21-611](#)

Attachments: [11092021 BOD 9-1 Report](#)

10. OTHER MATTERS

- 10-1 Department Head Performance Evaluations [Public Employees' performance evaluations; General Counsel, General Auditor and Ethics Officer; to be heard in closed session pursuant to Gov. Code 54957.] [21-609](#)

- 10-2 Report on Department Head 2020 Salary Survey [21-610](#)

Attachments: [11092021 BOD 10-2 Presentation.pdf](#)

- 10-3 Discuss and Approve Compensation Recommendations for General Counsel, General Auditor, and Ethics Officer [21-423](#)

11. FOLLOW-UP ITEMS

None

12. FUTURE AGENDA ITEMS

13. ADJOURNMENT

NOTE:

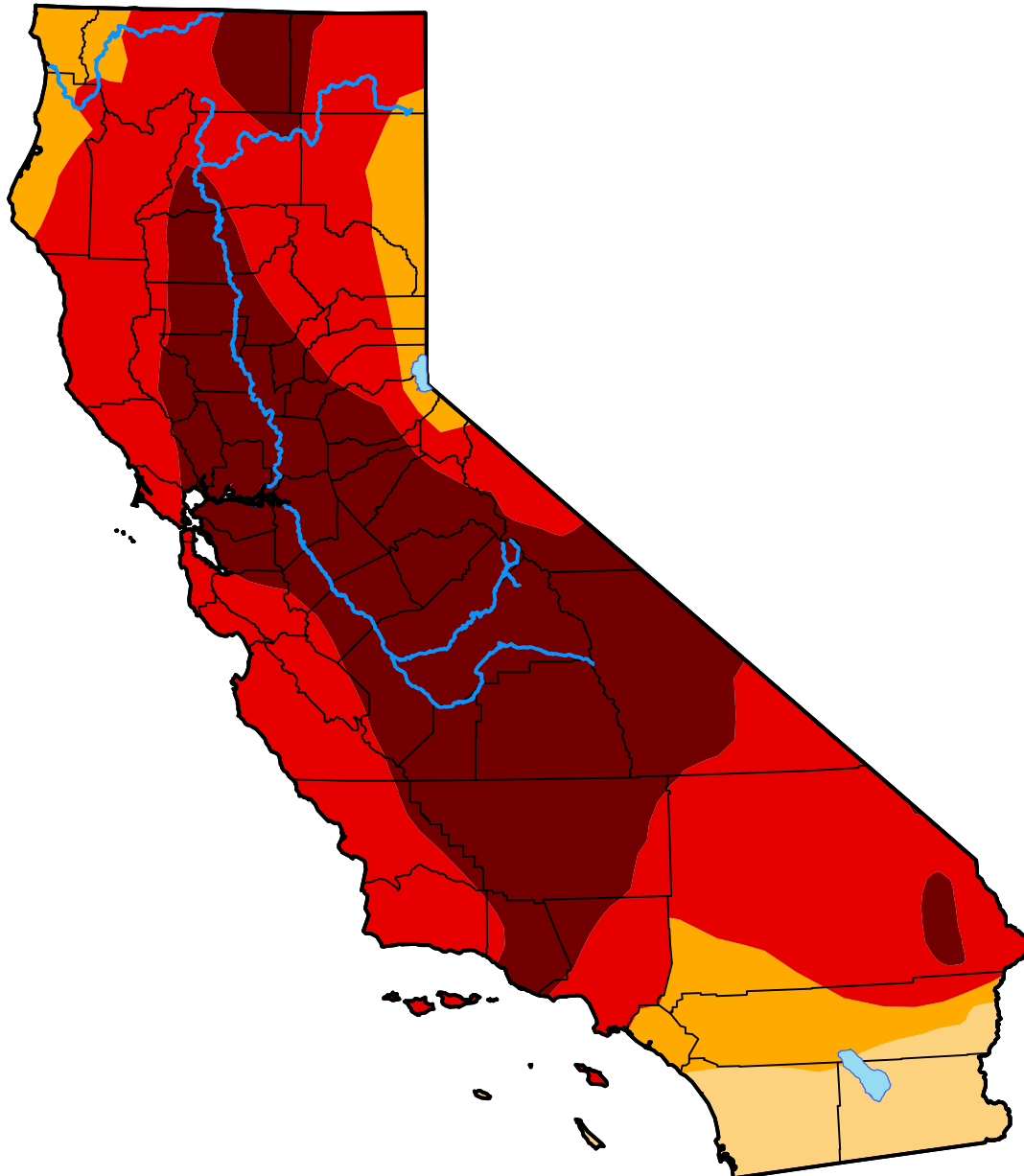
At the discretion of the Board, all items appearing on this agenda and all committee agendas, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

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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 Secretary in advance of the meeting to ensure availability of the requested service or accommodation.

U.S. Drought Monitor California

November 2, 2021
(Released Thursday, Nov. 4, 2021)
Valid 8 a.m. EDT



Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.00	100.00	100.00	93.81	83.33	38.74
Last Week <i>10-26-2021</i>	0.00	100.00	100.00	93.81	83.33	38.74
3 Months Ago <i>08-03-2021</i>	0.00	100.00	100.00	95.07	88.37	46.45
Start of Calendar Year <i>12-29-2020</i>	0.00	100.00	95.17	74.34	33.75	1.19
Start of Water Year <i>09-28-2021</i>	0.00	100.00	100.00	93.93	87.88	45.66
One Year Ago <i>11-03-2020</i>	15.48	84.52	67.54	35.61	12.74	0.00

Intensity:

- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Adam Hartman
NOAA/NWS/NCEP/CPC





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Nov. 9, 2021

METROPOLITAN DECLARES DROUGHT EMERGENCY

Metropolitan Board of Directors calls for increased conservation and expands water-efficiency programs

With record dry conditions straining Southern California’s water supplies, Metropolitan Water District’s Board of Directors today [declared a Drought Emergency](#) and called for increased efforts to maximize conservation, especially in communities facing the greatest challenges.

The declaration comes as California grapples with unprecedented conditions on state water resources. Water years 2020 and 2021 were the driest two-year sequence on record for precipitation in the state. And in August, Lake Oroville – the main reservoir on the State Water Project – reached its lowest point ever since being filled in the 1970s.

As part of today’s emergency declaration, Metropolitan’s board called on its member agencies dependent on state project water to use increased conservation measures or other means to reduce their use of these limited supplies.

To help the region save water, the board also approved a series of measures to expand various rebate and water-efficiency programs.

“We need immediate action to preserve and stretch our limited State Water Project supplies,” board Chairwoman Gloria D. Gray said. “Southern California on average gets about one-third of its water from Northern California via the state project. Next year, we’ll be lucky to get a small fraction of that.”

The California Department of Water Resources has indicated its initial SWP allocation next month will be zero. And if drought conditions continue, the state could do something it has never done before – provide only enough water as deemed necessary to protect the health and safety of Californians. Under this never-before-used provision of the SWP contract, the state has indicated it would constrain water deliveries to a level that may prevent any outdoor watering.

“We’re reaching uncharted territory here and we need all Southern Californians to be part of the solution,” Metropolitan General Manager Adel Hagekhalil said. “We need everyone to take action to reduce their water use immediately. This drought emergency declaration helps us all move in the same direction.”

While the region's SWP supplies are particularly stressed this year, much of Southern California can turn to the Colorado River, local supplies and Metropolitan's stored water in the Colorado River system. This year, Metropolitan has taken extraordinary actions to preserve SWP supplies by instead delivering Colorado River water to as much of the region as possible. Metropolitan has rehabilitated the Greg Avenue Pump station, allowing Colorado River water to be pumped further west than it ever has before, into the San Fernando Valley and Southern Ventura County. Metropolitan member agencies, including Los Angeles Department of Water and Power, Three Valley Municipal Water District and West Basin Municipal Water District, have [agreed to take deliveries](#) of Metropolitan's treated Colorado River water, rather than the untreated water from the SWP they would normally receive. Metropolitan is negotiating similar arrangements with other member agencies.

Still, some areas of Southern California remain dependent on SWP supplies, including some communities in Los Angeles, Ventura and San Bernardino counties served by Los Angeles Department of Water and Power, Calleguas Municipal Water District, Las Virgenes Municipal Water District, Upper San Gabriel Valley Municipal Water District, Three Valleys Municipal Water District, and Inland Empire Utilities Agency.

"Our Colorado River supplies are finite as well – there is a drought on that system, too – so we need everyone to use water wisely. But the urgency now is on the State Water Project. That's why we're calling for increased conservation in those dependent areas," Gray said.

Today's declaration marks the latest in a series of actions Metropolitan has taken to ramp up conservation in the Southern California. In August, Metropolitan's board [declared a Water Supply Alert](#) for the region, calling for consumers and businesses to voluntarily reduce their water use and help preserve the region's storage reserves. Some of Metropolitan's member agencies have already gone a step further by implementing new mandatory conservation measures or maintaining past ones.

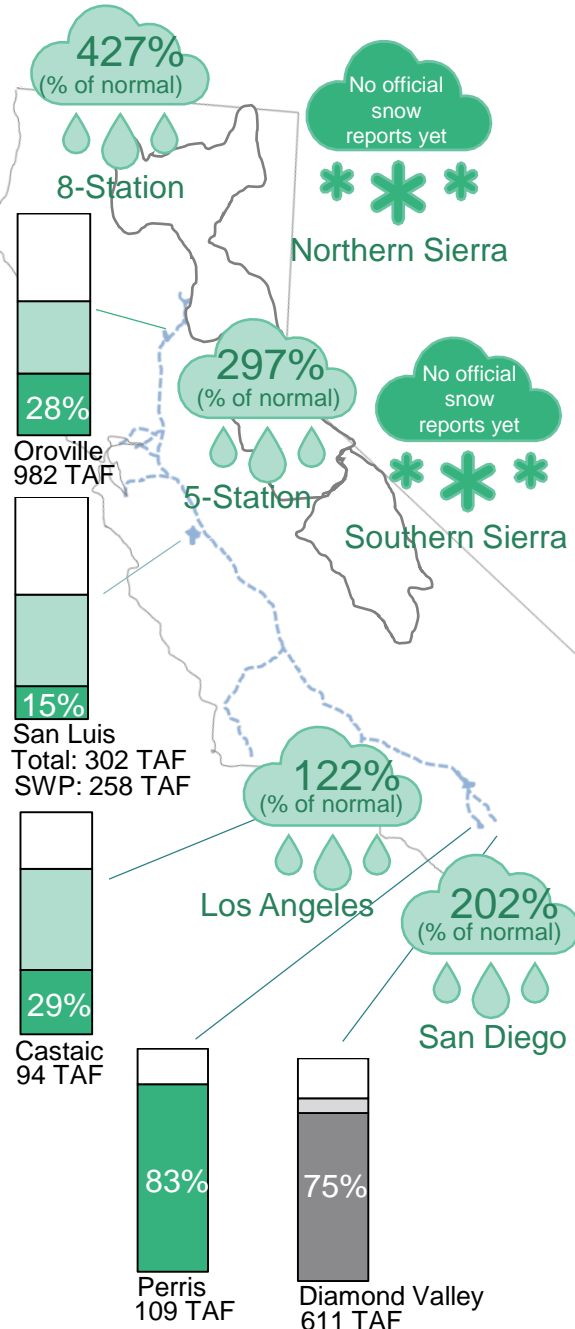
Under the [expanded conservation programs](#) approved today, Metropolitan will provide an additional \$5.5 million to install high-efficiency toilets in older apartment buildings; increase its turf replacement program rebate from \$2 to \$3 a square foot for public agencies that replace grass with more water-efficient landscaping; and provide an additional \$1.5 million for its program to directly install water-efficient devices for income-qualified customers. In addition, the board approved a new [\\$2.6 million grant program](#) to help public agencies detect and repair leaks in their distribution systems.

###

The Metropolitan Water District of Southern California is a state-established cooperative that, along with its 26 cities and retail suppliers, provide water for 19 million people in six counties. The district imports water from the Colorado River and Northern California to supplement local supplies, and helps its members to develop increased water conservation, recycling, storage and other resource-management programs.



SWP Table A – 5% - 95,575 AF

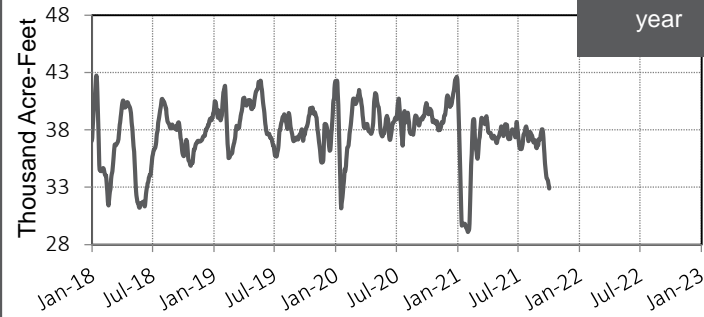


Metropolitan Resources

Lake Skinner Storage

Capacity: 43.8 TAF

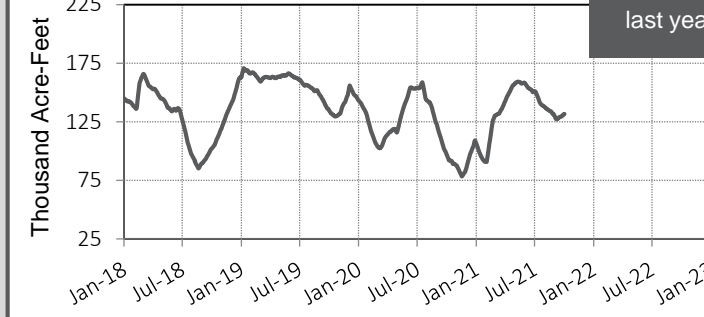
7 TAF less than last year



Lake Mathews Storage

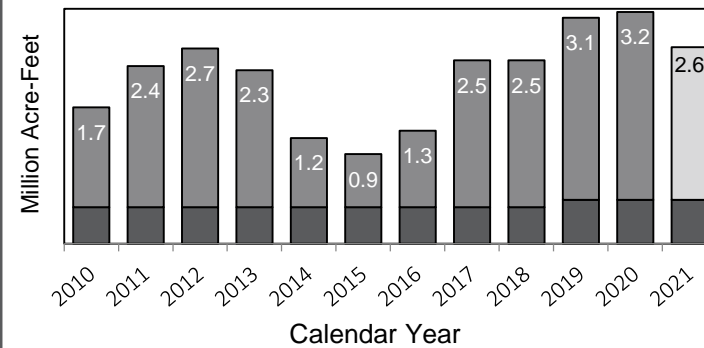
Capacity: 182 TAF

36 TAF more than last year



MWD Storage Reserve Levels

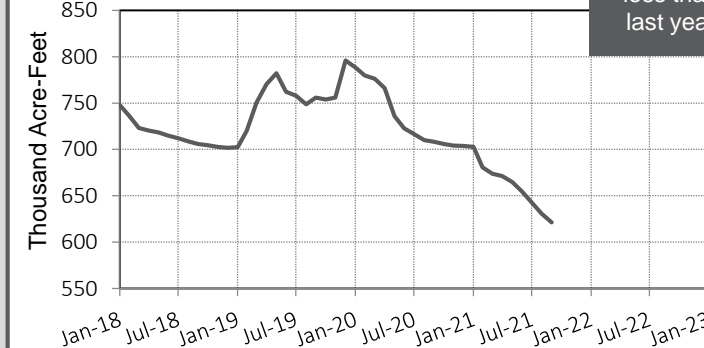
□ Potential Balance ■ Storage Balance ■ Emergency Storage



Diamond Valley Lake Storage

Capacity: 810 TAF

95 TAF less than last year



Highlights

- Water Year 2021-2022 started on October 1, 2021
- Lake Mead Surplus/Shortage table now includes average Metropolitan DCP expected contribution along with the probability of DCP contribution
- Percentage values for precipitation and snow might look exaggerated this early in the water year
- Period of “normal” is changing to 1991-2020.



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. Questions? Email mferreira@mwdh2o.com

Projected CRA Diversions – 1,076,000 AF

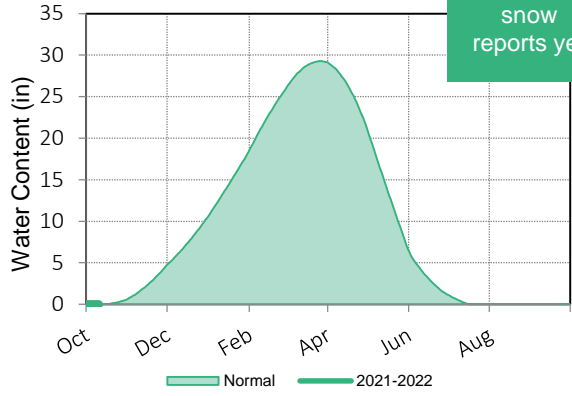


State Water Project Resources

As of: 11/01/2021

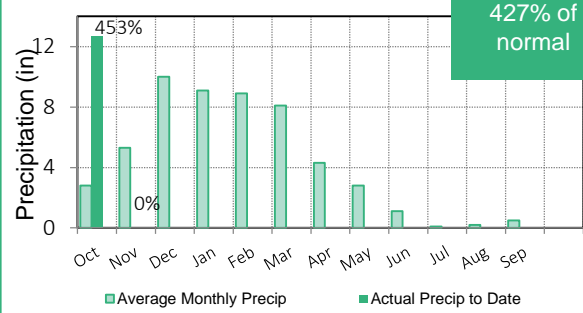
Northern Sierra Snowpack

No official snow reports yet



8 Station Index Precipitation

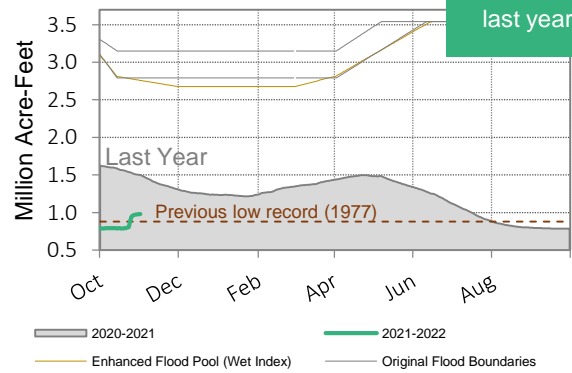
12.7 in
427% of normal



Oroville Reservoir Storage

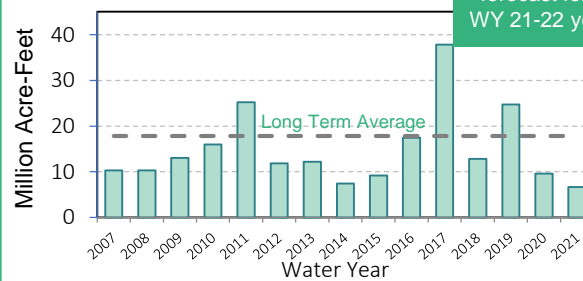
Capacity: 3.54 MAF

519 TAF less than last year



Sacramento River Runoff

No official forecast for WY 21-22 yet



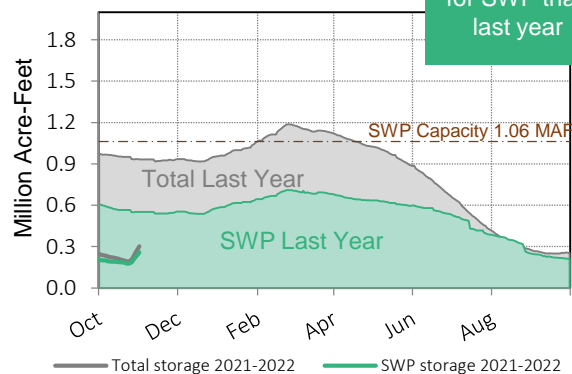
Other SWP Supplies Calendar Year 2021

Carryover 207,000 AF
Transfer 30,000 AF (Est.)

San Luis Reservoir Storage

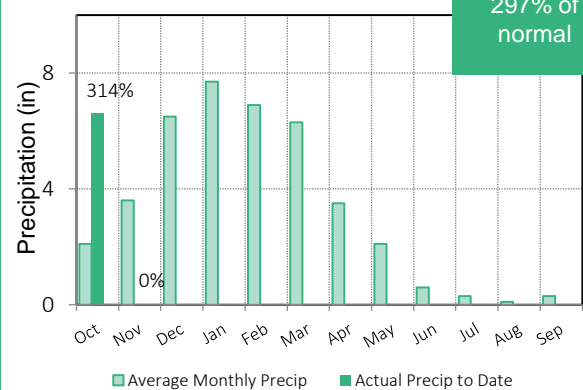
Capacity: 2.04 MAF

294 TAF less for SWP than last year



5 Station Index Precipitation

6.6 in
297% of normal

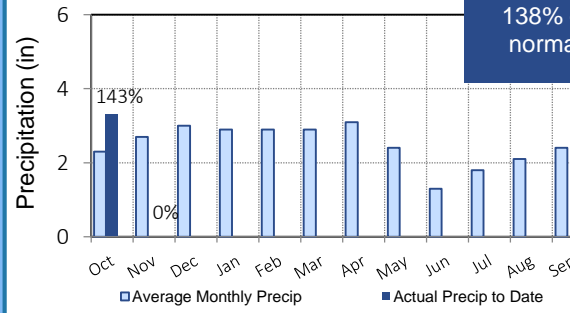


Colorado River Resources

As of: 11/01/2021

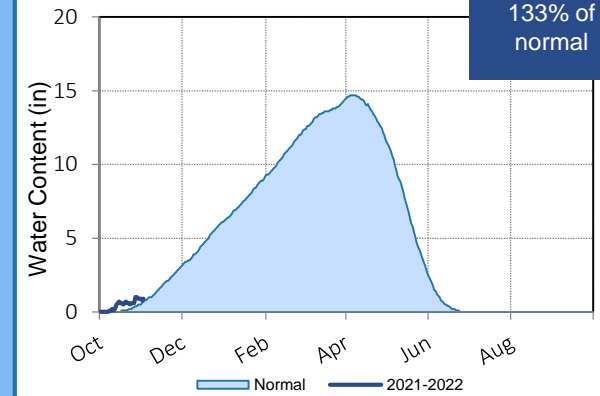
Upper Colorado Precipitation

3.3 in
138% of normal



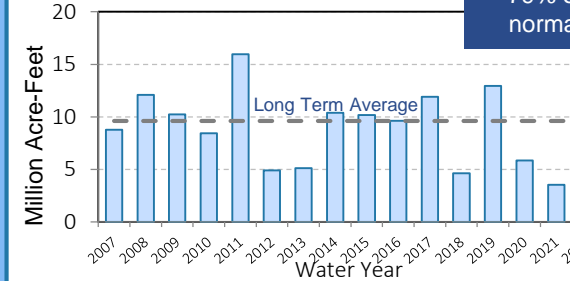
Upper Colorado Snowpack

0.9 in
133% of normal



Powell Unregulated Inflow

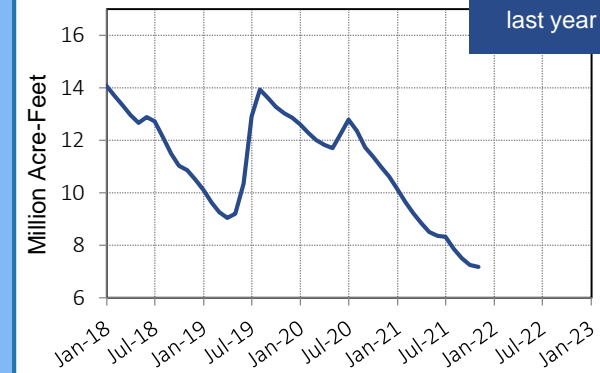
Forecast: 79% of normal



Lake Powell Storage

Capacity: 24.3 MAF

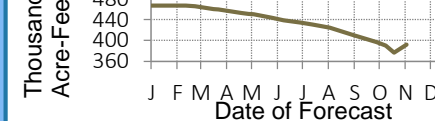
3.79 MAF less than last year



PVID/Yuma Agricultural Use

Annual Forecast for 2021

Current Annual Forecast: 392 TAF



Projected Lake Mead ICS

Calendar Year 2021

Put (+) / Take (-)
-11,000 AF

Lake Mead Surplus/Shortage Outlook

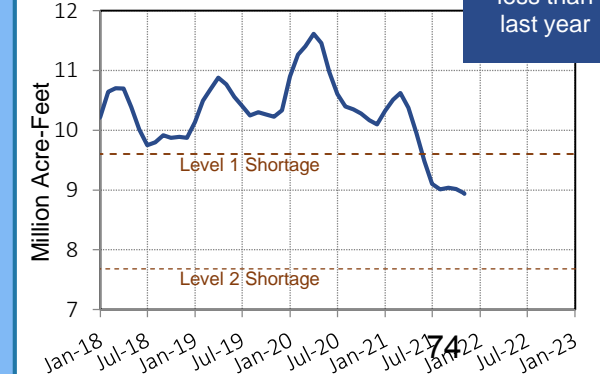
	2022	2023	2024	2025	2026
Surplus	0%	0%	0%	0%	0%
Shortage	100%	94%	97%	100%	91%
Metropolitan DCP*		3% 180 TAF	66% 259 TAF	72% 282 TAF	63% 308 TAF

Likelihood based on results from the corrected August 2021 CRMM5 in Ensemble Mode/CRSS model run. Includes DCP Contributions.
* Chance of required DCP contribution by Metropolitan with average contribution when needed

Lake Mead Storage

Capacity: 26.1 MAF

1.23 MAF less than last year





November 16, 2021 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : Review of Division Boundaries and Potential Redistricting Options

SUMMARY:

The District is divided into five divisions with one director representing each division. The terms of office for the directors representing Divisions 2, 3 and 5 will expire in December 2022, so an election will be for these offices on November 8, 2022. Prior to the election, the District must verify that the population of each division is reasonably equivalent based on results of the United States 2020 Census. Due to the impacts of the COVID-19 pandemic, the U.S. Census Bureau was delayed in completing its constitutional mandate to provide the census data to state and local government agencies, and the data was only recently released in September 2021. As a result, the Legislature passed SB 594 (Glazer), which was signed by Governor Gavin Newsom on September 27, 2021, to provide state and local government agencies with additional time to complete the redistricting process. At the meeting, staff plans to review the current division boundaries with the Board and present two potential redistricting options. Staff seeks feedback on the matter; no action is proposed at this time.

RECOMMENDATION(S):

Review the current division boundaries and provide feedback on potential redistricting options.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with this item.

DISCUSSION:

The District is divided into five divisions with one director representing each division. The terms of office for the directors representing Divisions 2, 3 and 5 will expire in December 2022, so an election will be for these offices on November 8, 2022. Prior to the election, the District must verify that the population of each division is reasonably equivalent based on results of the United States 2020 Census. Due to the impacts of the COVID-19 pandemic, the U.S. Census Bureau was delayed in completing its constitutional mandate to provide the census data to state and local government agencies, and the data was only recently released in September 2021. As a result, the Legislature passed SB 594 (Glazer), which was signed by Governor Gavin Newsom on September 27, 2021, to provide state and local government agencies with additional time to complete the redistricting process.

Pursuant to California Elections Code Section 22000(a), each special district is required to adjust its division boundaries by resolution after each federal decennial census such that the divisions are, as far as practicable, equal in population. The Board may consider the following factors: (1) topography; (2) geography; (3) cohesiveness, contiguity, integrity and compactness of territory; and (4) community of interests of the division. District Counsel from Olivarez Madruga Lemieux O'Neill, LLP, provided the attached legal opinion regarding population equality requirements during the redistricting process, particularly as to acceptable variances. The District should strive for exact population equality as its basis for redistricting, but it may also consider the factors allowed under California Elections Code Section 22000(a).

Staff compared the 2020 Census data and identified an imbalance in the populations for Divisions 2 and 4. Two potential options for redistricting will be presented, along with census block data, to better balance the populations for Divisions 2 and 4. Any changes to the division boundaries must be approved by the Board and submitted to the Los Angeles County Registrar-Recorder/County Clerk. Currently, the Registrar-Recorder/County Clerk is focusing on special districts that consolidate their election with the June 7, 2022 Primary Election. The District consolidates its election with the November 8, 2022 General Election and will be informed of the timeline for its redistricting submittal in the near future.

Attached for reference are maps that depict the current division boundaries and two options for redistricting (Option No. 1 and 2).

GOALS:

Sustain Community Awareness and Support

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

ATTACHMENTS:

OMLO Redistricting Legal Opinion

Current Division Boundaries

Redistricting Option No. 1

Redistricting Option No. 2

ATTORNEYS AT LAW



OLIVAREZ MADRUGA LEMIEUX O'NEILL, LLP

A LIMITED LIABILITY PARTNERSHIP

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PHONE 213.744.0099 ■ FAX 213.744.0093

MEMORANDUM

To: LVMWD

From: Nathan Chen

Date: November 5, 2021

Subject: Redistricting Equal Population Requirements

SUMMARY

The District's 2020 population per division shows a 4% deviation in Division 2 and 8% deviation in Division 4. The District has requested an opinion regarding population equality requirements during the redistricting process, particularly as to acceptable variances.

A review of the Water Code, Elections Code, and related caselaw, finds that the courts are reluctant to establish such 'acceptable variance'. Instead, population equality for special districts such as LVMWD must be as near "as practicable". This evaluation is limited, however, on the lack of caselaw specifically discussing the requirements for special districts. Cases interpreting population equality requirements focus only on cities, counties, and broader state legislative and congressional districts.

The lack of caselaw interpreting this "as practicable" metric leads to the following recommendation: If the District can achieve more equal distributions amongst its divisions, it should do so. If the District is unable to further equalize those divisions, it should be prepared to

respond to any challenges by pointing to legitimate policy reasons, as allowed by Elections Code 22000.

ANALYSIS

The California Constitution requires different population equality standards within its congressional districts than within its state legislative districts (*ie*, counties and cities). Congressional districts must be “as nearly of equal population as is practicable”. State legislative districts enjoy a more lenient standard of “reasonably equal” population, giving rise to the commonly accepted 10% variation. (Cal. Constitution Art. XXI, Sec. 2.) Unlike counties and cities, Special Districts are statutorily held to the stricter population equality standard found for congressional districts. (Elections Code § 22000, “...adjust the boundaries of any divisions so that the divisions are, as far as practicable, equal in population”.) Despite this notable difference, there is an absence of caselaw interpreting the significance of Special Districts being held to the stricter congressional standard as opposed to the county and city standard.

The California Supreme Court appears to have dealt with this vagueness, albeit from only a broader perspective (*ie*, it did not discuss Special Districts specifically, only state legislative and congressional districts in general.) In that case, the Court acknowledged the differing standards but then ultimately concluded that there was no practical difference between the two, citing to various US Supreme Court cases. (*Calderon v. City of Los Angeles* (1971) 4 Cal.3d 251, 267 [93 Cal.Rptr. 361, 372, 481 P.2d 489, 500] [“Despite the different constitutional bases and the varying formulae, however, ‘it has never been apparent that the Court sees these two clauses as producing different yardsticks for districting matters’...Thus, the Court clearly seems to imply that decisions concerning state legislatures are interchangeable with those involving congressional districts so far as the constitutionally required standard of mathematical uniformity is concerned”].)

After finding the two standards effectively equal, the California Supreme Court then rejected the use of “any mathematical formula which purports to establish an ‘acceptable’ variance from ideal equality.” (*Calderon v. City of Los Angeles* (1971) 4 Cal.3d 251.) The Court held that it was impossible to effectively choose a cutoff point for population deviations, and that

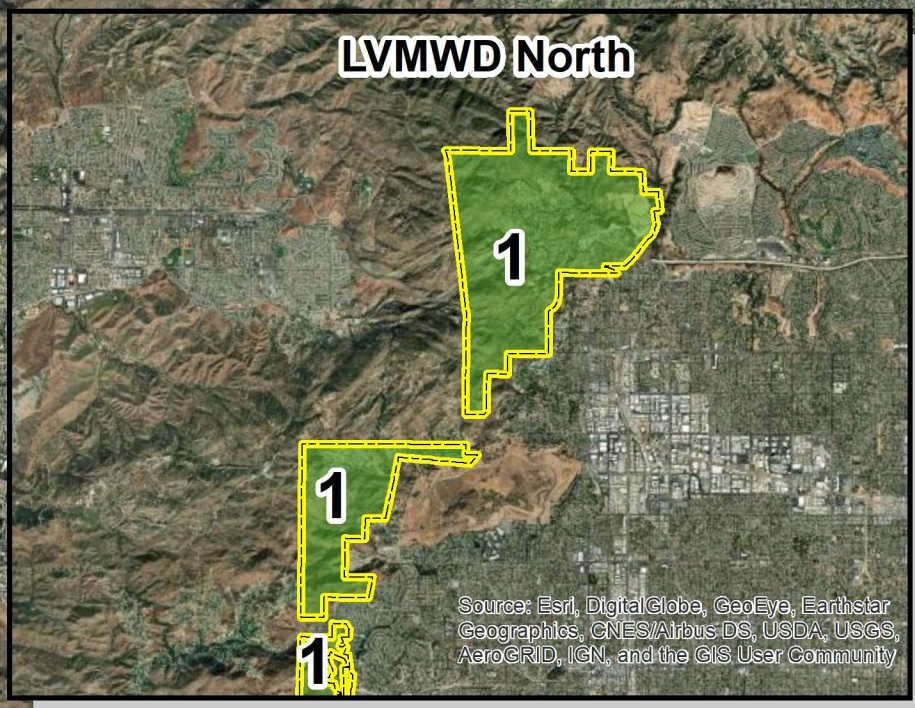
attempting to do so would only “encourage drafters of apportionment plans to employ the ‘acceptable’ variations as a starting point, instead of striving for equality.” (*Calderon*, at 270.) In doing so, the Court acknowledged that it was now straying from past cases it had decided wherein it had allowed variances as high as 15%. The Court attributed its new holding to more recent cases of its own as well as US Supreme Court rulings that rejected “any mathematical formula which purports to establish an ‘acceptable’ variance from ideal equality” and instead insisted that “**any** such deviation be justified by the governmental unit involved on the basis of ‘legitimate considerations incident to the effectuation of a rational state policy’”. (*Calderon*, at 269, citing to US Supreme Court case *Reynolds v. Sims*, 377 U.S. 533, 579 and *Silver v. Reagan* (1967) 67 Cal.2d 452, 457, 62 Cal.Rptr. 424, 432 P.2d 26 (*emphasis added*).) The holding in *Calderon* has not been overturned, and subsequent California cases have refrained from further interpreting the meaning of the “as far as practicable, equal in population” metric.

Given the lack of other case authority, the District should follow the holding in *Calderon*. While the District may well find established support for population deviations as high as 10% in other U.S. Supreme Court cases, it would be best to minimize any risk of litigation by dispelling the notion of numerical ‘acceptable variances’ and instead relying on whatever population equality that can be proven to be “as far as practicable”. (*Calderon*, at 266, “in recent years the [US] Supreme Court has shown a steadfast determination to tolerate progressively smaller deviations from numerical equality in apportionment plans”.)

As California Elections Code § 22000 allows the Board to consider other factors such as topography, geography, cohesiveness, contiguity, integrity, compactness of territory, and community of interests of the division, any variance should be upheld by the courts so long as they are tied to these factors (the so-called ‘legitimate considerations incident to rational state policy’.) This is of course conditioned by the unchallenged and long supported US Supreme Court requirements that population equality be the primary focus and foundation of all redistricting. The District must use population equality as its basis for redistricting, but it may also consider those other factors.

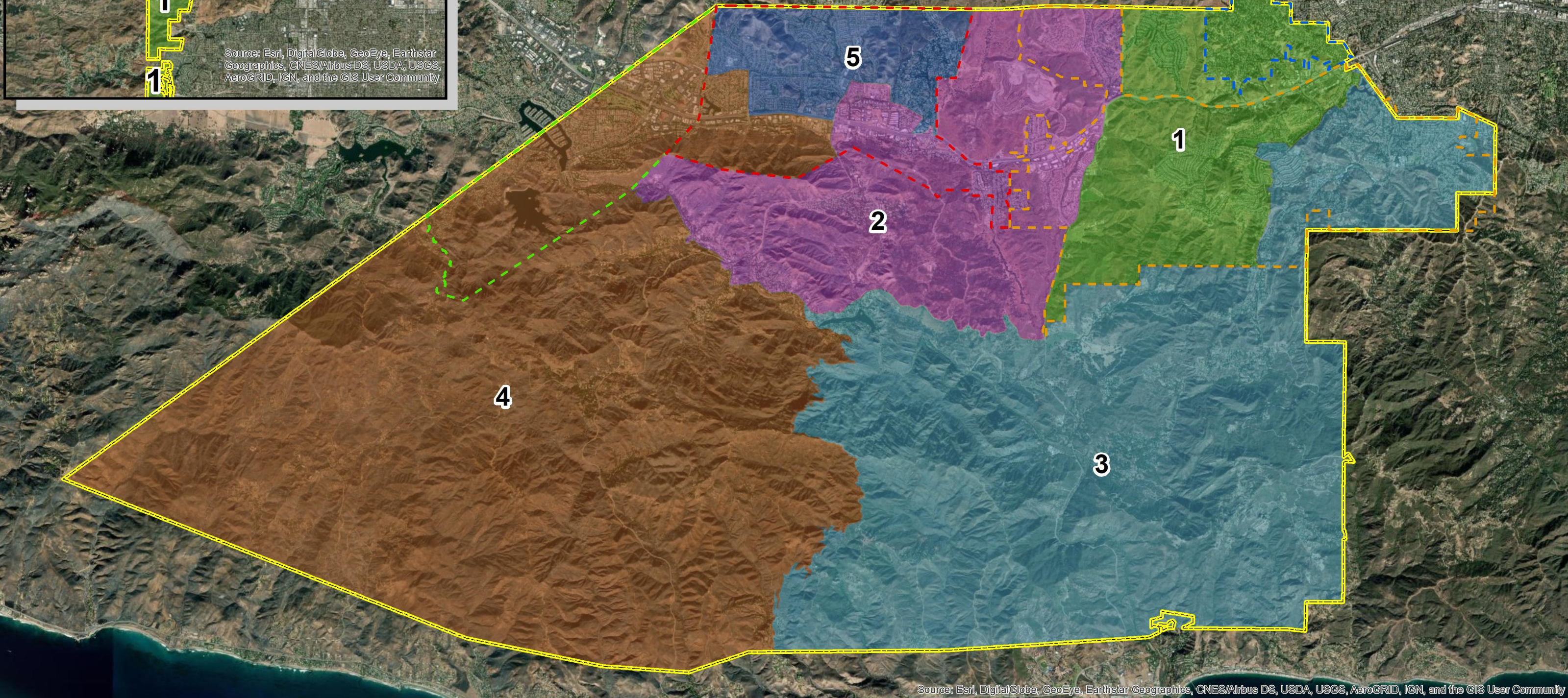
CONCLUSION

To summarize, the District should strive for exact population equality within its divisions to the extent this is “practicable”. Minor deviations can be justified by pointing to legitimate policy reasons as provided in Elections Code 22000. However, to be safe, in no event should the District exceed a 10% deviation, as this would then be in direct conflict with historic US Supreme Court decisions that expressly limited any allowed deviations to this amount.



Census 2010 Population

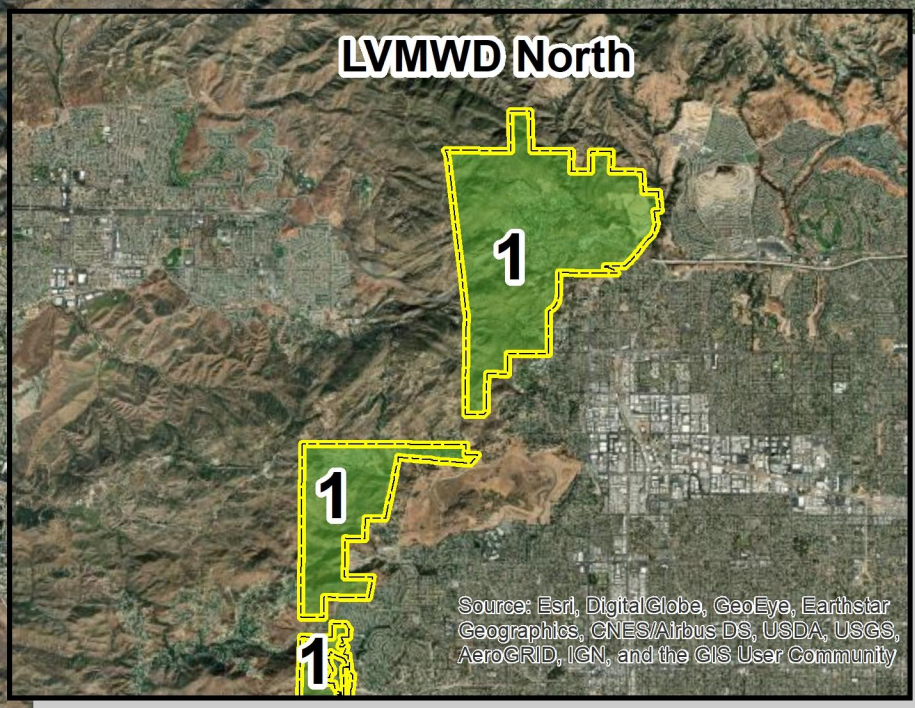
Division	Population	% Average
1	13262	98%
2	13706	101%
3	13609	101%
4	13379	99%
5	13672	101%
Total	67628	



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



LVMWD Director Divisions - Current



Census 2020 Population		
Option 1		
Division	Population	% Average
1	13405	101%
2	13754	104%
3	13396	101%
4	12185	92%
5	13493	102%
Total	66233	
Average	13,246.60	

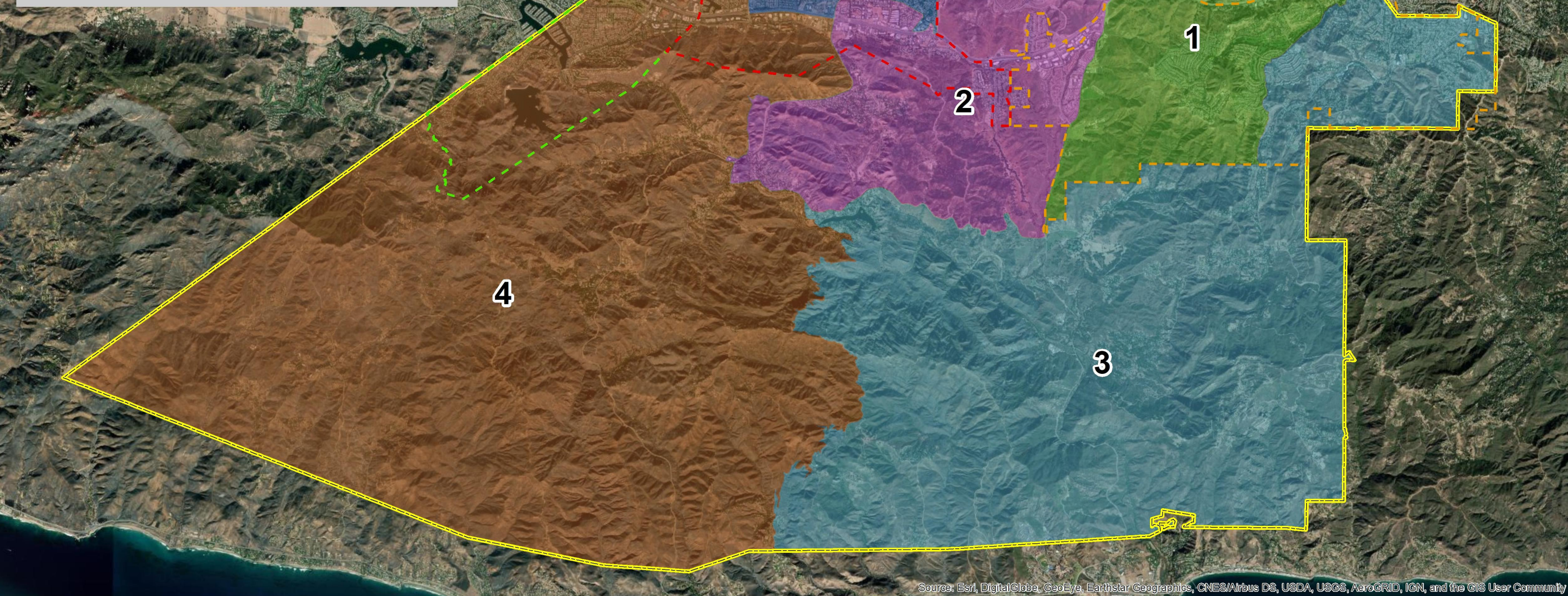
Legend

- LVMWD Boundary
- Westlake Village
- Hidden Hills
- Calabasas
- Agoura Hills

LVMWD Director Divisions - Option 1

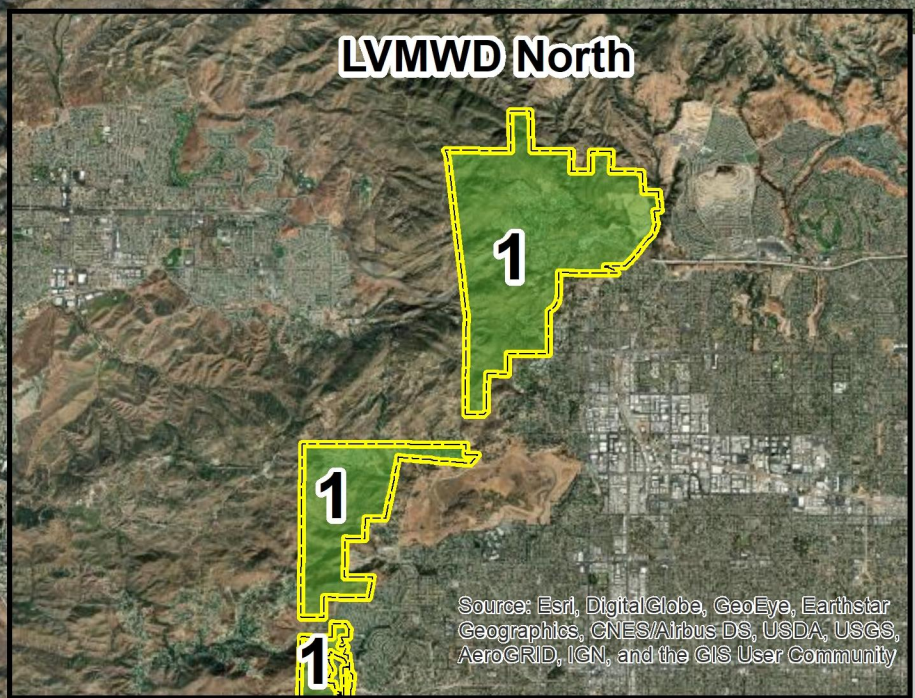
Division

- 1 - Caspary
- 2 - Lo-Hill
- 3 - Renger
- 4 - Polan
- 5 - Lewitt



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community





Census 2020 Population		
Option 2		
Division	Population	% Average
1	13405	101%
2	13051	99%
3	13396	101%
4	12888	97%
5	13493	102%
Total	66233	
Average	13,246.60	

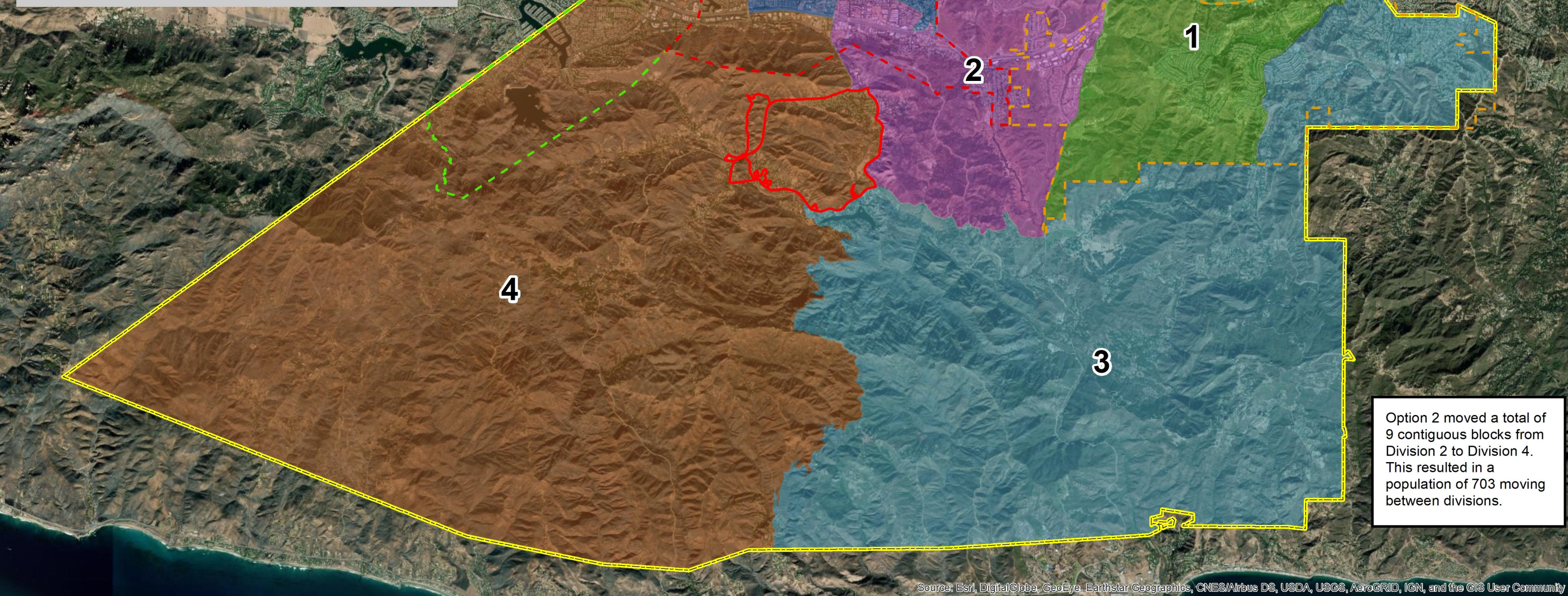
Legend

- LVMWD Boundary
- Westlake Village
- Hidden Hills
- Calabasas
- Agoura Hills
- Option 2 Blocks - Division 2 to Division 4

LVMWD Director Divisions - Option 2

Division

- 1 - Caspary
- 2 - Lo-Hill
- 3 - Renger
- 4 - Polan
- 5 - Lewitt



Option 2 moved a total of 9 contiguous blocks from Division 2 to Division 4. This resulted in a population of 703 moving between divisions.

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community





□ November 16, 2021 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : Discussion of 2020 Water Shortage Contingency Plan

SUMMARY:

On November 2, 2021, Board President Lewitt requested a future agenda item to review and discuss the escalating stages of response outlined in the District's 2020 Water Shortage Contingency Plan. Pursuant to Water Code Section 10632, urban water suppliers are required to prepare a Water Shortage Contingency Plan as a key component of their Urban Water Management Plan. On June 1, 2021, the Board approved the attached 2020 Water Shortage Contingency Plan, which is included as Chapter 8 of the District's Urban Water Management Plan.

RECOMMENDATION(S):

Review and discuss the escalating stages of response outlined in the 2020 Water Shortage Contingency Plan.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with this action.

DISCUSSION:

Background and Statutory Requirements:

Water Code Section 10632 requires that urban water suppliers prepare and adopt a Water Shortage Contingency Plan (WSCP) as part of their Urban Water Management Plan. The WSC is a strategic planning document that guides water agencies in responding to critical water supply shortages that may occur due to drought, natural disasters such as earthquakes or wildfire, regional power outages or other potential emergency events. Specific and escalating actions are identified in the WSCP to respond to various levels or stages of shortage.

In 2018, the Legislature and Governor approved Senate Bill 606 (Hertzberg) that established new water management planning standards for urban retail water suppliers, including a requirement for WSCPs to have six standard shortage levels. Based on Water Code Section 10632(3)(A), the six standard water shortage levels must correspond to progressive ranges of up to 10%, 20%, 30%, 40%, 50% and greater than 50% shortages. However, Water Code Section 10632(3)(B) clarified that urban water suppliers that use different water shortage levels may comply with the statutory requirement by developing a cross-reference relating its existing categories to the six standard water shortage levels. The District exercised this option and prepared the cross-reference that is provided on page 3 of the WSCP.

District's 2020 Water Shortage Contingency Plan:

On June 1, 2021, the Board approved the District's 2020 Water Shortage Contingency Plan, which is included as Chapter 8 of the District's Urban Water Management Plan. The WSCP consists of four stages of water shortage that may be triggered by a declaration from federal or state authorities, Metropolitan Water District of Southern California or the District to address events that result or may result in a water shortage. Consistent with Water Code Section 10632(3)(B), the District prepared a cross-reference that correlates the state's six standardized shortage levels with the District's four stages. The primary difference is that the District's Stage 3 – Water Shortage Emergency correlates to state's standardized Shortage Levels 3, 4 and 5. The District's Stage 4 – Critical Water Shortage Emergency correlates to the state's standardized Shortage Level 6.

Following is a summary of the four stages outlined in the District's WSCP.

Stage 1 – Water Shortage Alert:

Stage 1 is a condition resulting in a 0 to 10% water shortage necessitating a voluntary water use reduction. The District will initiate a public information campaign to increase awareness of water conservation measures specified in Section 3-4.404. Customers are expected to perform voluntary water use reductions and adhere to on-going water conservation measures.

Stage 2 – Water Shortage Warning:

Stage 2 is a condition resulting in a 10 to 20% water shortage necessitating a higher level of voluntary water use reduction. The District will expand the public information campaign and step up enforcement of water conservation measures. Customers are expected to re-double voluntary water use reductions and strictly adhere to water conservation measures.

Stage 3 – Water Shortage Emergency:

Stage 3 is a condition resulting in a 20 to 50% water shortage necessitating mandatory water use reductions. Depending on the severity of the shortage, the District will intensify the public information campaign and expand enforcement of water conservation measures. Additionally, the Board will determine the appropriate drought factor for water budgets, if necessary.

Stage 4 – Critical Water Shortage Emergency:

Stage 4 is a condition resulting in a 50% or higher water shortage necessitating prohibition of outdoor water use for irrigation, pools and fountains. The District will implement crisis communications and activate its Emergency Operations Center. Customers shall be required to terminate all outdoor use except as necessary to protect public health and safety. Additionally, the Board will determine reduction in indoor water budgets, if necessary.

GOALS:

Provide Safe and Quality Water with Reliable Services

Prepared by: David W. Pedersen, General Manager

ATTACHMENTS:

2020 Water Shortage Contingency Plan

Water Shortage Contingency Plan

Final

June 1, 2021

Prepared for:

Las Virgenes Municipal Water
District

Prepared by:

Stantec Consulting Services Inc.

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

As part of the Urban Water Management Plan (UWMP), Water Code Section 10632 requires Suppliers to prepare and adopt a Water Shortage Contingency Plan (WSCP). The Las Virgenes Municipal Water District (LVMWD) WSCP aligns with the Metropolitan Water District of Southern California (MWD) WSCP to ensure continuity, collaboration, and efficiency. The WSCP also draws upon lessons learned from the 2012-2016 drought, California's driest period on record. The following discussion presents the various stages and basis for implementation.

Water Supply Reliability Analysis

The primary source of water supply for LVMWD has been water imported from MWD. The imported water is primarily treated water from the Sacramento-San Joaquin River Delta in Northern California, which is conveyed via State Water Project (SWP) facilities. In 2020, LVMWD supplied a total of 20,533 AF from imported water purchased from MWD, which was 78 percent of the total water supply including recycled water. Groundwater and recycled water are discussed further in the UWMP Chapter 4.

Annual Water Supply and Demand Assessment Procedures

As an urban water supplier, LVMWD must prepare and submit an Annual Water Supply and Demand Assessment (Annual Assessment). The following information provides the procedures LVMWD will undertake to complete and approve the Annual Assessment.

Decision-Making Process

MWD will prepare their Annual Assessment by June of each year and present to their Board of Director's. This presentation will also include appropriate triggers for recommendations regarding specific shortage response actions as a result of the assessment. LVMWD will utilize the information provided by MWD to prepare their Annual Assessment to be presented to LVMWD's Board of Directors for approval and submission to DWR by July 1.

Data and Methodologies

The following provides a description of the key data inputs and methodologies that will be used in the Annual Assessment.

Evaluation Criteria

LVMWD will utilize the MWD Annual Assessment process and monthly Water Surplus and Drought Management reporting to evaluate their annual assessment for imported water supplies. MWD will monitor emerging supply and demand conditions throughout the year and take appropriate actions consistent with the flexibility and adaptability inherent to the WSCP.

Water Supply

LVMWD receives approximately 78 percent of their water supply from MWD. LVMWD will rely upon MWD's evaluation of water supply sources as part of their annual water supply and demand assessment procedures for imported water supplies.

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

Unconstrained Customer Demand

LVMWD will need to evaluate expected water needs for the coming year or “unconstrained demand” per the Water Code Section 10632. It is anticipated customer water use will be evaluated based on billing records as used in the UWMP Chapter 4 analysis.

Planned Water Use for Current Year Considering Dry Subsequent Year

LVMWD will evaluate anticipated supplies for the coming year, while anticipating that the following year will be dry. LVMWD will continue to review MWD’s planned water supplies for making decisions involving water shortage responses.

Infrastructure Consideration

Throughout each year, LVMWD and MWD regularly carry out preventive and corrective maintenance of facilities. MWD plans and performs shutdowns to inspect and repair pipelines and facilities and support capital improvement projects. These shutdowns involve a high level of planning and coordination within MWD, as well as with member agencies, other affected organizations, contractors, and the community. For LVMWD planned outages, they will bring Westlake Filtration Plant online to supply the west end of the District’s service area and connect to LADWP (Kittridge + Germain) to supply the east end during planned maintenance periods.

Six Standard Water Shortage Stages

As required by California Water Code (CWC) §10632(a)(3)(A), the WSCP is framed around six standard water shortage levels corresponding to progressive ranges of up to 10, 20, 30, 40, and 50 percent shortages and greater than 50 percent shortage. Urban water suppliers shall define these shortage levels based on the suppliers’ water supply conditions, including percentage reductions in water supply, changes in groundwater levels, changes in surface elevation or level of subsidence, or other changes in hydrological or other local conditions indicative of the water supply available for use. Shortage levels shall also apply to catastrophic interruption of water supplies, including, but not limited to, a regional power outage, an earthquake, and other potential emergency events.

In 2016, LVMWD created a WSCP that established four stages of escalating response to a water shortage caused by droughts and/or emergencies. Each stage may be triggered by a declaration from federal or state authorities, MWD, or LVMWD to address events that result in a water shortage. The stages and description are summarized in Table 1 and matched to the six standard UWMP shortage levels.

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

Table 1. Water Shortage Contingency Plan Comparison

**State “Standardized”
Stages**

LVMWD Stages

Shortage Level	Percent Shortage Range	Shortage Level	Percent Supply Reduction	Water Supply Condition
1	Up to 10%	1 Water Shortage Alert	0 to 10%	Stage 1 is a condition resulting in a 0 to 10% water shortage necessitating a voluntary water use reduction. The District will initiate a public information campaign to increase awareness of water conservation measures specified in the Administrative Code Section 3-4.404. Customers are expected to perform voluntary water use reductions and adhere to on-going water conservation measures.
2	Up to 20%	2 Water Shortage Warning	10-20%	Stage 2 is a condition resulting in a 10 to 20% water shortage necessitating a higher level of voluntary water use reduction. The District will expand the public information campaign and step up enforcement of water conservation measures. Customers are expected to re-double voluntary water use reductions and strictly adhere to water conservation measures
3	Up to 30%	3 Water Shortage Emergency	20-50%	Stage 3 is a condition resulting in a 20 to 50% water shortage necessitating mandatory water use reductions. Depending on the severity of the shortage, the District will intensify the public information campaign and expand enforcement of water conservation measures. Additionally, the Board will determine the appropriate drought factor for water budgets if necessary.
4	Up to 40%	4 Critical Water Shortage Emergency	>50%	Stage 4 is a condition resulting in a 50% or higher water shortage necessitating prohibition of outdoor water use for irrigation, pools and fountains. The District will implement crisis communications and activate its Emergency Operations Center. Customers shall be required to terminate all outdoor use except as necessary to protect public health and safety. Additionally, the Board will determine reduction in indoor water budgets if necessary.
5	Up to 50%			
6	>50%			

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

Shortage Response Actions

The following section specifies the types of shortage response actions that may be undertaken before and during a shortage declaration. Note that shortage response actions will align with and are in part dictated by MWD. Table 2 below provides a summary of the shortage stage and the suite of response actions MWD and LVMWD may take.

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

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Table 2. Shortage Stages and Response Actions

Shortage Stage	Shortage Percentage	Response Actions		
		Trigger	Actions	Shortage Met
1	Up to 10%	<ul style="list-style-type: none"> Federal, state or local disaster declaration that may impact water supplies State or MWD declaration due to drought or system maintenance LVMWD Board of Directors determination Unplanned LVMWD water system maintenance 	<p><u>MWD</u></p> <ul style="list-style-type: none"> Take from storage Execute Flexible Supplies Implement Water Supply Allocation Plan (WSAP) <p><u>LVMWD</u></p> <ul style="list-style-type: none"> Initiate public information campaign with large water users, cities, and County Commence enforcement of conservation measures 	<p><u>MWD</u></p> <ul style="list-style-type: none"> 0 to 100% met by storage 0 to 100% met by Flexible Supplies 0 to 50% of total base demand met by WSAP implementation <p><u>LVMWD</u></p> <ul style="list-style-type: none"> 0 to 20% met by demand reduction 0 to 50% met by water shortage allocation
2	Up to 20%	See Stage 1 triggers. The difference is the severity and/or maintenance repair time.	<p><u>MWD</u></p> <ul style="list-style-type: none"> Take from storage Execute Flexible Supplies Implement Water Supply Allocation Plan <p><u>LVMWD</u></p> <ul style="list-style-type: none"> Initiate public information campaign with large water users, cities, and County Commence enforcement of conservation measures 	<p><u>MWD</u></p> <ul style="list-style-type: none"> 0 to 100% met by storage 0 to 100% met by Flexible Supplies 0 to 50% of total base demand met by WSAP implementation <p><u>LVMWD</u></p> <ul style="list-style-type: none"> 0 to 20% met by demand reduction 0 to 50% met by water shortage allocation
3	Up to 50%	<ul style="list-style-type: none"> Federal, state or local disaster declaration that may impact water supplies State or MWD determination due to drought or significant system failure State outdoor irrigation restriction; and/or MWD Water Supply Allocation Plan (5-50% of baseline allocation) LVMWD Board of Directors determination Unplanned LVMWD water system failure or emergency (Westlake Filtration Plant, Dam and/or Backbone System) 	<p><u>MWD</u></p> <ul style="list-style-type: none"> Take from storage Execute Flexible Supplies Implement Water Supply Allocation Plan <p><u>LVMWD</u></p> <ul style="list-style-type: none"> Take from storage Intensify public information campaign Expand enforcement of conservation measures Implement State and MWD required reductions Provide regular media, city councils, and County briefings Activate emergency connections with mutual aid agencies 	<p><u>MWD</u></p> <ul style="list-style-type: none"> 0 to 100% met by storage 0 to 100% met by Flexible Supplies 0 to 50% of total base demand met by WSAP implementation <p><u>LVMWD</u></p> <ul style="list-style-type: none"> 0 to 100% met by short-term storage (3 months max.) 0 to 20% met by demand reduction 0 to 50% met by water shortage allocation
4	>50%	<ul style="list-style-type: none"> Federal, state or local disaster declaration that may impact water supplies Sacramento to Delta/SWP failure State or MWD determination due to drought or significant system failure LVMWD Board of Directors determination Natural or human-caused catastrophe disrupting delivery of water to, or within the service area Severe LVMWD water system failure (Westlake Filtration Plant, Dam and Backbone System) 	<p><u>MWD</u></p> <ul style="list-style-type: none"> Take from storage Execute Flexible Supplies Implement Water Supply Allocation Plan <p><u>LVMWD</u></p> <ul style="list-style-type: none"> Take from storage Activate Emergency Operations Center and implement crisis plan Implement State and MWD required reductions Install flow restrictors on meters as necessary Terminate potable water supplement to the recycled water system Recall all temporary meters and activate water fill stations 	<p><u>MWD</u></p> <ul style="list-style-type: none"> 0 to 100% met by storage 0 to 100% met by Flexible Supplies 0 to 50% of total base demand met by WSAP implementation <p><u>LVMWD</u></p> <ul style="list-style-type: none"> 0 to 100% met by short-term storage (3 months max.) 0 to 20% met by demand reduction 0 to 50% met by water shortage allocation

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

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Demand Reduction

LVMWD implements many conservation programs and initiatives annually including public outreach. LVMWD's demand reduction actions are listed in Table 3 and discussed in more detail below. Taken collectively, LVMWD expects these demand reduction measures to reduce the shortage gap by 0 to 20 percent.

Landscape Demand Reductions

The LVMWD Board has adopted the following water conservation measures as it relates to landscape demand reduction:

- Irrigation is not allowed between the hours of 10 a.m. and 5 p.m.
- Irrigation may not occur during periods of rain or in the 48 hours following measurable rainfall.
- Irrigation may not run off the property into streets, gutters or onto adjacent properties.
- Using potable water to wash down sidewalks, parking areas and driveways is not permitted.
- A trigger nozzle is required on hoses used for home car washing.

These actions listed above are water use restrictions as of April 2021. All of these measures would be in effect under Stages 1 through 4. As the water shortage increases, so would LVMWD patrol and enforcement of these measures. There is one landscape measure that only applies to Stage 4 though and that is the prohibition of all landscape water use except in the case of public health and safety purposes.

Commercial Demand Reductions

The LVMWD Board has adopted the following water conservation measures as it relates to commercial demand reduction:

- Hotels and motels must give multi-night guests the option to retain towels and linens during their stay.
- Restaurants may only serve water upon request.

All of these measures would be in effect under Stages 1-4. As the water shortage increases, so would LVMWD patrol and enforcement of these measures.

Special Water Features Demand Reductions

The LVMWD Board has adopted a water conservation measure as it relates to special water features demand reductions: terminate filling or refilling of pools and fountains. The first measure only applies to Stage 4.

Other Demand Reductions

LVMWD's primary method for demand reduction is through a variety of water conservation programs such as the weather based irrigation controller giveaway program and the rain barrel giveaway program. Based on the LVMWD Comprehensive Water Conservation Plan Fiscal Years 2018-2020, LVMWD was able to report water savings of 34 percent when compared to water usages in 2013. More information on these programs can be found in UWMP Chapter 9 or on the District's website.

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

Table 3: Demand Reduction Actions				
Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap?	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
1 - 4	Landscape - Limit landscape irrigation to specific times	0-20%*	Between hours of 10 AM and 5 PM	Yes
1 - 4	Landscape - Restrict or prohibit runoff from landscape irrigation	0-20%*		Yes
1 - 4	Landscape – Irrigation may not occur during periods of rain or in the 48 hours following measurable rainfall	0-20%*		Yes
1 - 4	Landscape – Restrict potable water to wash off hard surfaces	0-20%*		Yes
1 - 4	Landscape – Trigger nozzle is required	0-20%*	For car washing	Yes
4	Landscape – Prohibit all landscape irrigation	0-20%*	Outdoor water use only allowed for public health and safety purposes	Yes
1 - 4	Commercial – Only serve water upon request	0-20%*		Yes
1 - 4	Commercial – Hotels & Motels must give option to refuse linen service	0-20%*		Yes
4	Other – Water feature or swimming pool restriction	0-20%*	Outdoor water use only allowed for public health and safety purposes	Yes
1-4	Other	0-20%*	Water conservation programs	No
NOTES: * When taken collectively, the demand reduction measures will reduce the shortage gap up to 20 percent. LVMWD has not assessed these actions on an individual basis but as a whole.				

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

Supply Augmentation

LVMWD has the following supply augmentation measures as listed in Table 4 and described below.

Table 4: Supply Augmentation Actions			
Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap?	Additional Explanation or Reference
3-4	Stored Emergency Supply	0 to 100%	Short-term action (3 month max.) from Las Virgenes Reservoir
NOTES: N/A			

Stored Emergency Supply

LVMWD can supply up to 100 percent of their customer demands from Las Virgenes Reservoir. However, this is a short-term action (a maximum of 3 months) and would only be used during a Stage 3 or 4 shortage.

Operational Changes

During all water shortage stages, LVMWD would decrease line flushing to reduce water demand. In addition, LVMWD would implement the following under a Stage 4 Critical Water Shortage Emergency:

- Terminate potable water supplement to the recycled water system
- Install flow restrictors on meters as necessary
- Recall all temporary meters and active water fill stations

Additional Mandatory Restrictions

LVMWD does not have additional mandatory restrictions outside of those listed in the Demand Reduction Measures section.

Emergency Response Plan

LVMWD maintains an active emergency preparedness program, last published in October 2019 and to be updated in summer 2021, that includes an emergency plan that will help manage the District's critical functions during any emergency and protect the safety of staff. The District will coordinate the emergency plan, function, and response with those responders from other public and private entities and organizations charged with emergency duties.

The Emergency Response Plan (ERP) defines an emergency and has plans, procedures, policies, and agreements for various emergencies. These include water contamination, power outage, earthquake, and water supply interruption, among others and may trigger a Level 4 Water Shortage. Metropolitan Water District of Southern California is a prime contact when issues of potable water quality are in question and

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

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LVMWD can utilize their emergency intertie with them. In addition, MWD is the primary contact during a major emergency throughout Southern California. If the MWD intertie is not available, LVMWD has two interties with LADWP that can be used in emergency situations.

Seismic Risk Assessment and Mitigation Plan

The Malibu Coast fault system includes the Malibu Coast, Santa Monica, and Hollywood faults. The system begins in the Hollywood area, extends along the southern base of the Santa Monica Mountains, and passes offshore a few miles west of Point Dume.

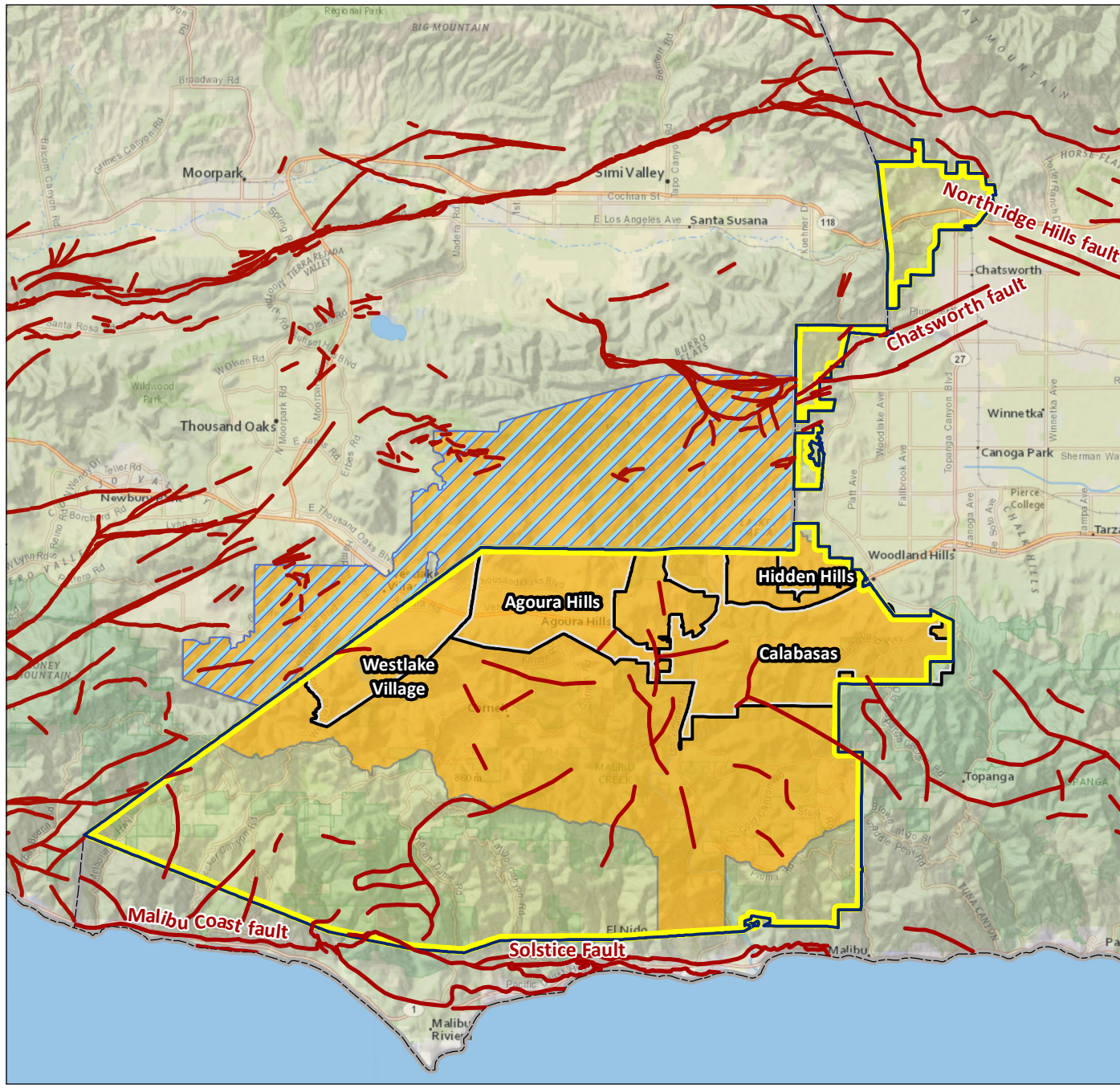
The Malibu Coast fault system runs south of the LVMWD service area while the Northridge Hills fault and the Chatsworth fault run north of the LVMWD service area as shown in Figure 1. Being in close proximity to the Malibu Coast fault system, the Northridge Hills fault, and the Chatsworth fault makes LVMWD's facilities susceptible to a disruption in the event of an earthquake. LVMWD's facilities are prone to liquefaction but also surface faulting and landslides given their proximity to the Malibu Coast fault system, the Northridge Hills fault, and the Chatsworth fault as described in the 2019 Las Virgenes Municipal Water Hazard Mitigation Plan (see UWMP Appendix H).

Although LVMWD has a connection to the LADWP system used during scheduled MWD outages, following a major earthquake, the Las Virgenes Reservoir would be the only source of supply that LVMWD could rely on.

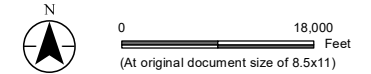
A catastrophic event, such as an earthquake damaging the aqueducts that transport imported water supplies could result in an unplanned interruption in MWD supplies, which LVMWD depends on. In recognition of the possibility of such unplanned events, MWD has invested in emergency storage facilities located within and outside of the region to facilitate continued supplies. In the event of a SWP outage, water stored in surface water reservoirs and groundwater basins under MWD's emergency storage program would be made available to meet demands by MWD member agencies, which includes LVMWD. In the case of extreme water shortages within the MWD service area, MWD will implement the Water Supply Allocation Plan (WSAP). The WSAP provides methodologies for allocating supply to each of MWD's retail and wholesale customers on an equitable needs-basis, and establishes surcharges for excess water use. The WSAP was originally adopted by the MWD Board in 2008 and was revised in 2014 and 2020. These efforts increase the reliability of supplies on a region-wide basis, including the LVMWD service area, even under unexpected circumstances, such as catastrophic supply interruption

2020 URBAN WATER MANAGEMENT PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

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- Major Fault Line
- LVMWD Potable Water Service Area
- LVMWD Sewer Service Area
- Triunfo Water and Sanitation District
- City Limits



- Notes**
1. Coordinate System: NAD 1983 StatePlane California V FIPS 0405 Feet
 2. Data Sources: LVMWD (2020)
 3. Background: Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA,



Project Location
Los Angeles, County, CA

Prepared by CNW on 2020-12-01
TR by ABC on 2020-12-01
IR Review by ABC on 2012-12-01

Client/Project
Client: Las Virgenes Municipal Water District
Project: Las Virgenes Municipal Water District 2020 UWMP
Report: 2020 Urban Water Management Plan

Figure No.
1-1

Title
Las Virgenes Municipal Water District Proximity to Fault Zones

Disclaimer: This document has been prepared based on information provided by others as cited in the Notes section. Stantec has not verified the accuracy and/or completeness of this information and shall not be responsible for any errors or omissions which may be incorporated herein as a result. Stantec assumes no responsibility for data supplied in electronic format, and the recipient accepts full responsibility for verifying the accuracy and completeness of the data.

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

Communication Protocols

LVMWD has several communication tools and methods in place to engage customers, the public, elected officials, and other agencies. The following communication tools are used in varying degrees at all water storage levels:

- [LVMWD website](#)
- Local TV ads and programs
- Speakers Bureau
- Bill stuffers
- Printed media (flyers, bulletins)
- K-12 classroom events
- Email listserv
- Booths at local events
- Social medial (various)
- “The Current Flow” newsletter
- Facility tours
- Everbridge alerts
- Conference presentations
- Newspaper ads and editorials

LVMWD’s website is one of the primary means of communication and is regularly updated. It includes information about billing and emergencies, as well as water conservation resources. Much of the website content is replicated on various social media platforms and printed media. Content for all external communication is approved by the Director of Engineering and External Affairs.

The District recognizes that not all customers use or have access to the internet and use alternative methods such as billing stuffers and newspaper ads to communicate with their customers. LVMWD has begun to use translated subtitles on some important video work to ensure that those messages can be understood by Spanish-only speakers.

In the event of an emergency, the District General Manager would contact LVMWD Directors and the Communications Manager to begin the emergency response plan, as previously discussed. The District would also use the Everbridge system to communicate to both internal staff and external customers.

The tools and methods outlined above augment and compliment the efforts by MWD. Both entities have extensive communication and outreach campaigns as outlined in their WSCPs. To ensure the collaboration and continuity of these outreach efforts, staff currently attends regular meetings with MWD. In the event that a water shortage is declared, the LVMWD anticipates these meetings will increase in frequency.

Compliance and Enforcement

Section 3-4.406 of the LVMWD Code outlines enforcement actions for violations of water conservation measures. These actions are summarized in Table 5. LVMWD customers are encouraged to report water conservation violations through use of the LVMWD hotline.

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

Table 5: Penalties and Charges

Violation Level	Penalties and Charges
First Violation	The customer shall be notified in writing. The notice shall include a warning that further violations could result in stricter penalties.
Second Violation	A second violation within a twelve-month period is punishable by a fine of up to \$100.
Third Violation	A third violation within a twelve-month period is punishable by a fine of up to \$200.
Fourth Violation	A fourth violation within a twelve-month period is punishable by a fine up to \$500.
Fifth Violation	A fifth violation within a twelve-month period may result in the installation of a flow restrictor or termination of service.

Legal Authorities

The Water Shortage Contingency Plan establishes four stages of escalating response to a water shortage caused by droughts and emergencies. Each stage may be triggered by a declaration from Federal or State authorities, MWD or the District to address events that result in a water shortage. The Administrative Code authorizes the General Manager to implement the appropriate actions necessary to achieve the reduction target. LVMWD adopted the WSCP with Resolution No. 2481 on January 12, 2016. This Resolution amended Section 3-4.407 of the LVMWD Code and repealed Resolution No. 2478.

LVMWD shall declare a water shortage emergency condition to prevail within the area served by LVMWD whenever it finds and determines that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the distributor to the extent that there would be insufficient water for human consumption, sanitation, and fire protection.

MWD has stated its legal authorities within their 2020 UWMP.

Financial Consequences of WSCP

About 52 percent of LVMWD's fixed costs are covered by fixed revenues. As such, water sales do not make up the majority of the total operating revenue. LVMWD designed their rates around water budgets. This structure proved successful during the 2012-2016 drought since LVMWD was able to avoid both financial difficulties and imposing "drought rates". According to the LVMWD Fiscal Year 2020-22 Adopted Budget, reserves for the Potable Water Enterprise were rebuilt to meet all Board adopted Financial Policies. During the Fiscal Year 2020-21, LVMWD completed a new five-year rate study for implementation on March 1, 2021. Rates will be adjusted each January from 2022 through 2025.

WATER SHORTAGE CONTINGENCY PLAN FOR LAS VIRGENES MUNICIPAL WATER DISTRICT

June 1, 2021

Monitoring and Reporting

LVMWD will utilize their new SmartMeter/ AMI program to gather monthly data. LVMWD staff will then analyze the data and generate a report. This report will be included as part of the Annual Assessment.

WSCP Refinement Procedures

The WSCP will be reviewed as part of the Annual Assessment. The WSCP may also be reviewed in the event that MWD makes substantial changes to their WSCP. To update the WSCP, LVMWD staff would make the necessary changes and go through an internal review process. LVMWD would then go before the Board for a final review and adoption.

Special Water Feature Distinction

As discussed in the Demand Reduction section, LVMWD will impose restrictions on special water features under a Stage 4 shortage. At Stage 4, outdoor water use will only be allowed for public health and safety purposes.

Plan Adoption, Submittal, and Availability

The LVMWD WSCP was developed and included in the 2020 UWMP and shall be made available to its purveyors and any city or county within which it provides water supplies no later than 30 days after adoption. Below is a description of how the WSCP will be adopted, submitted, implemented, and amended. The information provided is similar to the UWMP adoption, submittal and implementation process provided in UWMP Chapter 10. The WSCP may be periodically amended independently of the UWMP, as needed (see previous section for detail).



November 16, 2021 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject : Wasteful Water Use Penalties during Declared Water Shortage
Emergencies: Adoption**

SUMMARY:

On November 2, 2021, the Board adopted Resolution No. 2599, declaring a local state of emergency due to water shortage and activating Stage 3 of the District's Water Shortage Contingency Plan. As part of the item, the Board discussed additional strategies to ensure compliance with the Stage 3 – Water Shortage Emergency, including adjustments to wasteful water use penalties during declared water shortage emergencies and authorization to install flow restrictors for customers who habitually waste water. The premise for the proposed changes is that the threshold for wasteful water use is lower (i.e. more stringent) during a water shortage emergency. Existing wasteful water use penalties for non-emergency situations would remain unchanged.

RECOMMENDATION(S):

Pass, approve and adopt proposed Resolution No. 2601, modifying wasteful water use penalties during water shortage emergencies.

RESOLUTION NO. 2601

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ADOPTING LAS VIRGENES MUNICIPAL WATER DISTRICT CODE TITLE 3, CHAPTER 3, ARTICLE 2 – USAGE – AND REPEALING CONFLICTING SECTIONS OF RESOLUTION NO. 2468

(Reference is hereby made to Resolution No. 2601 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

FISCAL IMPACT:

Yes

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There may be a financial impact associated with this action. The amount of penalties collected will be dependent on the response to calls for reduction in outdoor water usage. If a large percentage of customers reduce their water usage as required, the total additional amount of penalties collected would be minimal. However, if the percentage of customers reducing their water usage is low, the amount of additional penalties collected would be higher.

Since the District's budget-based water rate structure was developed to support the its philosophy of water efficiency as a way of life, the District does not depend on wasteful water use penalties to fund normal operational expenses. Additionally, the penalties were implemented as a means to change practices that lead to wasteful water use; therefore, there were no restrictions as to the use of the funds. Based on previous discussion with the Board, funds collected from penalties associated with wasteful water use may be used for any one-time use, including but not limited to, the following:

1. One-time payment to CalPERS for unfunded pension liability.
2. One-time payment to the District's OPEB Trust for unfunded retirement medical liabilities.
3. One-time construction projects that the District would otherwise have to defer.
4. Re-building of the District's potable water reserve funds at a faster pace than provided for in the rate study.
5. Designating funds for other future one-time uses, such as construction of the Pure Water Project Las Virgenes-Triunfo.

To date, the Board has authorized the use of wasteful water use penalties for several one-time uses such as the AMR/AMI Project, Weather-Based Irrigation Controller Program and rain barrel giveaways.

DISCUSSION:

The Board declared a local state of emergency and implemented Stage 3 of the District's Water Shortage Contingency Plan on November 2, 2021. A Stage 3 – Water Shortage Emergency is a condition resulting in a 20 to 50% water shortage, necessitating mandatory water use reductions.

As part of the District's implementation of Stage 3, staff proposes modifications to the wasteful water use penalties. The premise for the proposed changes is that the threshold for wasteful water use is lower (i.e. more stringent) during a water shortage emergency. During declared water shortage emergencies, staff proposes that wasteful water use be subject to penalties when a customer's water usage exceeds 150% of their water budget during Stage 3 and 100% of their water budget during Stage 4. Due to the severity of drought and the need to reduce water usage to ensure adequate supply for essential uses, the proposed changes would also increase the amount of the penalty to \$7.50 per unit of water wasted at the fourth

violation and \$10.00 per unit of water wasted at the fifth or subsequent violation. Additionally, a flow restriction device may be installed for customers with wasteful water use following warning on the second violation and upon the third violation.

Currently, the maximum penalty amount is \$5.00 per unit, which would remain during non-emergency times, including implementation of Stage 1 or Stage 2 of the Water Shortage Contingency Plan. Non-emergency penalties would continue to be triggered when a customer's water usage exceeds 200% of their budget. Additionally, upon each change in stage of the Water Shortage Contingency Plan (escalating or deescalating), the wasteful water use penalty "count" would be reset to zero, starting again with a warning and providing additional opportunities for customers to modify their usage.

Implementation and Customer Outreach:

Implementation of the proposed new penalty structure would begin for billing periods after November 30, 2021. The drought factor of 0.75 adopted by the Board on November 2, 2021 would initially be applied to water budgets during the December billing period, and customers that are subject to penalties would begin receiving their first warnings in January 2022. To ensure that customers are aware of the change to the penalty structure and provide enough time for them to make adjustments to their outdoor watering schedules, the following outreach activities are planned:

- November 17, 2021 through December 31, 2021 – A series of posts will be made to social media, explaining the new penalty structure and the timing for assessing penalties for wasteful water use.
- November 19, 2021 – the District website will be updated to include information about the new penalty structure and timing for assessing penalties for wasteful water use.
- November 19, 2021 – Letters will be mailed to each customer explaining the drought situation, need to reduce water usage, new penalty structure and timing for assessing penalties for wasteful water use (see attached draft).
- November 19, 2021 – Customers will receive an electronic version of the letter have their e-mail address on file.
- December 2021 – Customer bills will include a reminder about the new penalty structure and timing for assessing penalties for wasteful water use.

During the month of January 2022, customers who are subject to the new penalties would receive their first warning but will not be assessed any monetary penalties. Customers with water usage exceeding 150% of their water budget for the second time would be assessed penalties on their February 2022 water bill. Penalties would escalate and customers would be subject to the installation of a flow restriction device starting in March 2022.

GOALS:

Sustain Community Awareness and Support

Prepared by: Donald Patterson, Director of Finance and Administration

ATTACHMENTS:

Proposed Resolution No. 2601

Draft Customer Letter

RESOLUTION NO. 2601

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (ADMINISTRATIVE CODE) AS IT RELATES TO THE PENALTIES FOR WASTEFUL WATER USE AND EXCEEDANCES DURING WATER SHORTAGE EMERGENCIES

Section 1. Purpose.

This resolution amends Resolution No. 2468 (Administrative Code) regarding penalties for wasteful water use and exceedances during water shortage emergencies and adopts the revised Las Virgenes Municipal Water District Code, Title 4, Chapter 4, Section 4-4.203, and Title 7, Chapter 7, Section 7-1.112.

Section 2. Effective Date.

All new processes and procedures related to the penalties for wasteful water use and exceedances during water shortage emergencies adopted by this resolution are effective December 1, 2021.

Section 3. Amendment.

Section 3-4.202 of Resolution No. 2468 (Administrative Code) is amended and reenacted as follows:

“3-4-202 PENALTIES FOR WASTEFUL WATER USE AND EXCEEDANCES DURING WATER SHORTAGE EMERGENCIES

(a) No customer shall knowingly permit waste or leaks of water. Where water is wastefully or negligently used on the customer’s premises, the District may discontinue the service, if such conditions are not corrected within five days after the General Manager gives the customer written notice.

(b) A water budget shall be established for each customer of the District, and customers shall be notified of the basis for calculating their water budgets. Water use exceeding a customer’s water budget by a prescribed amount is a waste of water, a violation of the District’s rules and regulations, and shall be subject to escalating administrative penalties.

(c) Except during implementation of Stage 3 or Stage 4 of the Water Shortage Contingency Plan, the following penalties shall apply for water use exceeding 200% (2.0 times) a property’s water budget:

(1) For the first penalty, the customer shall receive a written warning from the District including the amount of the exceedance, the penalty that would have been levied absent the provision of a

warning and notice that further exceedances will result in monetary penalties as described herein.

(2) For the second penalty, the amount shall be as set forth in set forth in Section 7-1.112(a)(1) of this Code. The customer shall also receive a written warning from the District showing the amount of the penalty that will be levied on the same quantity of water in the event of a third exceedance.

(3) For the third, and for each subsequent penalty that a customer receives for a property, the amount shall be as set forth in set forth in Section 7-1.112(a)(2) of this Code.

(d) During implementation of Stage 3 or Stage 4 of the Water Shortage Contingency Plan, customers may receive reduced water budgets with the application of a drought factor in accordance with Section 4-4.103(b) of this Code and are subject to penalties and enforcement action for exceeding their budgets by a prescribed amount. During implementation of Stage 3 of the Water Shortage Contingency Plan, an exceedance is any unit of water over 150% (1.5 times) a customer's water budget. During implementation of Stage 4 of the Water Shortage Contingency Plan, an exceedance is any unit of water more than 100% (1.0 times) a customer's water budget.

(1) For the first penalty, the customer shall receive a written warning from the District including the amount of the exceedance, the penalty that would have been levied absent the provision of a warning and notice that further exceedances will result in monetary penalties as described herein.

(2) For the second penalty, the amount shall be as set forth in Section 7-1.112(b)(1) of this Code. The customer shall also receive a written warning from the District showing the amount of the penalty that will be levied on the same quantity of water AND that they may be subject to the installation of a flow restriction device on their water service in the event of a third exceedance.

(3) For the third penalty, the amount shall be as set forth in Section 7-1.112(b)(2) of this Code AND be subject to the installation of a flow restriction device on their water service, at the discretion of the General Manager or designee. The customer shall also receive a written warning from the District showing the amount of the penalty that will be levied on the same quantity of water in the event of a fourth exceedance.

(4) For the fourth penalty, the amount shall be as set forth in Section 7-1.112(b)(3) of this Code AND be subject to the installation of a flow restriction device on their water service, at the discretion of the General Manager or designee. The customer

shall also receive a written warning from the District showing the amount of the penalty that will be levied on the same quantity of water in the event of a fifth exceedance.

(5) For the fifth penalty, the amount shall be as set forth in Section 7-1.112(b)(4) of this Code AND be subject to the installation of a flow restriction device on their water service, at the discretion of the General Manager or designee. The customer shall also be informed that the same penalty will be levied on each unit of water that is in exceedance for future billing periods that occur while Stage 3 or Stage 4, whichever the case, of the Water Shortage Contingency Plan remains in effect.

(e) A flow restriction device, if installed during implementation of Stage 3 or Stage 4 of the Water Shortage Contingency Plan, will remain installed for no less than 14 calendar days and up to 30 calendar days the first time it is installed, 90 calendar days the second time it is installed, and 180 calendar days the third and subsequent times that it is installed. Noticing/door tag, flow restriction device installation and removal fees shall apply.

(f) The count for exceedances shall “reset” to zero if the District escalates implementation of the Water Shortage Contingency Plan from Stage 3 to Stage 4, upon de-escalation of the Water Shortage Contingency Plan from any higher Stage to a lower Stage, or upon deactivation of the Water Shortage Contingency Plan.

(g) Penalties shall be collected on the customer’s water bill. Any penalties shall be the responsibility of the customer of record for the property where the violation occurred and shall be paid in addition to the fees the District imposes for the cost of water service to the property. Non- payment of penalties imposed pursuant to this section shall be subject to the same remedies as available to the District for the non-payment of fees for water service. The receipt of a water bill with any applicable penalties shall serve as notice of violation.

(h) Penalties, including the written warning, may be appealed. A customer who wishes to appeal the imposition of a penalty shall: (1) pay all amounts stated on the bill except for the disputed penalties; and (2) submit a completed Appeal Request Form to the District within 15 calendar days of the date of the appellant’s water bill for the billing cycle in which the penalty was imposed.

(i) An appeal will be granted if the District finds that competent evidence supports a reasonable conclusion that:

(1) the excessive water use was the result of a malfunction of the District’s water system or a billing error by the District;

- (2) the water was needed for health or safety reasons; or
- (3) a leak occurred on the property during the subject billing cycle.

(j) The District will respond to appeals within 30 calendar days of receipt. The District may require additional documentation prior to making a decision on an appeal. In the event an appeal is denied, the appellant shall pay the District within 10 days of denial of the appeal.”

Section 4. Amendment.

Section 7-1.112 of Resolution No. 2468 (Administrative Code) is amended and reenacted as follows:

“7-1.112 PENALTIES FOR WASTEFUL WATER USE AND EXCEEDANCES DURING WATER SHORTAGE EMERGENCIES

(a) Water use exceeding twice a customer’s water budget shall be subject to escalating administrative penalties, except during implementation of Stage 3 or Stage 4 of the Water Shortage Contingency Plan, as follows:

- (1) For the second penalty, the amount shall be \$2.50 for each billing unit, or portion thereof, of water use exceeding twice the customer’s water budget.
- (2) For the third and for each subsequent penalty, the amount shall be \$5.00 for each billing unit, or portion thereof, of water use exceeding twice the property’s water budget.

(b) Water use exceeding 150% (1.5 times) a customer’s water budget during implementation of Stage 3 of the Water Shortage Contingency Plan or 100% (1.0 times) a customer’s water budget during implementation of Stage 4 of the Water Shortage Contingency Plan, shall be subject to escalating administrative penalties as follows:

- (1) For the second penalty, the amount shall be \$2.50 for each billing unit, or portion thereof, of water use exceeding 150% of the property’s water budget during implementation of Stage 3 and 100% of the property’s water budget during implementation of Stage 4.
- (2) For the third penalty, the amount shall be \$5.00 for each billing unit, or portion thereof, of water use exceeding 150% of the property’s water budget during implementation of Stage 3 and 100% of the property’s water budget during implementation of Stage 4.

- (3) For the fourth penalty, the amount shall be \$7.50 for each billing unit, or portion thereof, of water use exceeding 150% of the property's water budget during implementation of Stage 3 and 100% of the property's water budget during implementation of Stage 4.
- (4) For the fifth penalty, and for each subsequent penalty that a customer receives for a property, the amount shall be \$10.00 for each billing unit, or portion thereof, of water use exceeding 150% of the property's water budget during implementation of Stage 3 and 100% of the property's water budget during implementation of Stage 4."

Section 5. Other.

Except as provided herein, Resolution No. 2468 (Administrative Code) is hereby reaffirmed and readopted.

PASSED, APPROVED AND ADOPTED on November 16, 2021.

Jay Lewitt President

ATTEST

Lee Renger, Secretary

APPROVED AS TO FORM:

W. Keith Lemieux, District Counsel
(SEAL)



Dedicated to Providing High-Quality Water Service in a Cost-Effective and Environmentally Sensitive Manner

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www.LVMWD.com

MEMBER AGENCY OF THE
METROPOLITAN WATER
DISTRICT
OF SOUTHERN CALIFORNIA

Glen D. Peterson
MWD Representative

November 19, 2021

**Re: IMPORTANT INFORMATION FROM LAS VIRGENES MUNICIPAL WATER DISTRICT—
Change in Water Budget and Assessment of Penalties**

Dear Valued Customer,

Due to worsening drought conditions and anticipated water shortages, Las Virgenes Municipal Water District (LVMWD) will be reducing outdoor watering budgets for billing periods after November 30, 2021. LVMWD has declared a State of Emergency and escalated its Water Shortage Contingency Plan to Stage 3 – Water Shortage Emergency. At this time, we are anticipating a shortage in water supply, which calls for mandatory reductions in water use and are requesting all customers to use water efficiently.

Outdoor watering budgets will be reduced by 25 percent. Customers with outdoor water budgets or with water accounts that are dedicated for irrigation, including recycled water accounts, will have a reduced water budget. We will also begin implementing the assessment of penalties that are triggered under a Stage 3 – Water Shortage Emergency. Customers with water usage that exceeds one and a half times (150%) their water budget will be subject to these penalties and enforcement actions. All customers, including commercial accounts that do not have an outdoor water budget, will also be subject to these penalties

Summary of Penalties (Section 3-4.202 and 7-1.112 of the Administrative Code)

- 1st penalty: A warning will be provided along with an estimate of what the penalty amount would have been.
- 2nd penalty: An amount of \$2.50 per unit of water (748 gallons) over 150% of water budget will be assessed.
- 3rd penalty: An amount of \$5.00 per unit of water over 150% of budget will be assessed. Customers that receive a 3rd or subsequent penalties are also subject to the installation of a flow restriction device.
- 4th penalty: An amount of \$7.50 per unit of water over 150% of budget will be assessed.
- 5th and subsequent penalties: An amount of \$10.00 per unit of water over 150% of budget will be assessed.

To avoid these penalties, please be aware of your revised outdoor water budget in the coming months and adjust your outdoor watering schedule accordingly. If you typically use all or more of your outdoor water budget, the simplest course of action is to reduce the runtime on your irrigation system by 25 percent compared to the same time last year. More detailed information is available at LVMWD.com/droughtresponse. Should you have any questions or need assistance from us, please contact Customer Service at 818-251-2100.

Sincerely,

Ursula Bosson,
Customer Service Manager



November 16, 2021 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Wireless Backhaul Communications System Upgrade Project: Design and Installation Support Services

SUMMARY:

The District's operations rely on efficient wired and wireless communication between headquarters and various other sites including the Tapia Water Reclamation Facility, Westlake Filtration Plant, Rancho Las Virgenes Composting Facility, pump stations and tanks. Upgrades to the District's Supervisory Control and Data Acquisition (SCADA) systems and implementation of recommendations from the Multisite Security Assessment necessitate upgrading the District's communications systems. Given the interconnectivity and complex nature of this initiative, staff developed a two-phase implementation plan for the necessary communication system upgrades as part of the Wireless Backhaul Communications System Upgrade Project, which was previously known as the SCADA Communications Upgrade Project.

Phase 1 of the project involves conducting site surveys of all District facilities and sites, designing the entire communication network and producing a master plan for installation of the network under the subsequent phase of work. Phase 2 involves preparing and circulating requests for bids for installation services based on priorities from the master plan document, together with installation and commissioning services. Staff proposes to implement the Phase 2 installations in conjunction with other capital projects wherever possible.

Staff recommends accepting the proposal from The Rovisys Company (Rovisys) to prepare the master plan, assist the District with the development of various requests for bids and provide project management services for system installations. The scope of work for the master plan includes performing network site surveys, preparing the network design and developing a network upgrade roadmap.

RECOMMENDATION(S):

Accept the proposal from The Rovisys Company and authorize the General Manager to

execute a five-year professional services agreement, in the amount of \$374,062, for design and installation support services associated with the Wireless Backhaul Communications System Upgrade Project.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The total cost of the work is estimated to be \$374,062, which consists of \$274,062 for design and installation support services associated with the Wireless Backhaul Communications System Upgrade Project and \$100,000 for miscellaneous consulting services associated with the communication needs of other capital improvement projects. Sufficient funds for the work are available in the adopted Fiscal Year 2021-22 Budget. No additional appropriation is required.

DISCUSSION:

The District's information technology communication network between its main facilities and various remote sites relies on outdated and slow technology. With the need to transmit higher quality, larger-sized data and content across the network, it has become necessary to upgrade the infrastructure.

Background:

On August 9, 2011, the Board authorized the preparation of a SCADA Communication Upgrade Study by MSO Technologies, Inc. (MSO). On April 23, 2013, the Board received and filed the SCADA Communication Upgrade Study Preliminary Engineering Report and authorized the General Manager to execute a professional services agreement with MSO for the first phase of engineering design services for the SCADA Communication System Upgrade Project. The preliminary report outlined significant upgrades to the District's wired and wireless SCADA Network to establish a high-speed wireless ethernet backhaul network between major facilities and key communication repeater sites.

On August 26, 2014, the Board authorized a call for bids in accordance with the project specifications and proposed bid schedule for the Phase 1 SCADA Communications Upgrade Project. Working with MSO in 2014, staff solicited bids for the Phase 1 SCADA Communications Upgrade Project. The scope of work consisted of several District facilities, radio repeater sites at certain tank sites, and smaller pump stations, pressure regulating stations and MWD interconnection locations. The original project was only for Phase 1 of a multi-phased project that was focused on upgrading SCADA communications.

From the bid solicitation, staff received two responsive bids. The bids were significantly higher than the engineer's estimate of \$873,725. The low bid was \$1,035,310 with the other being \$1,127,700. The reasons cited for the higher bids included the remoteness of the

various sites, challenges related to site access, uncertainty related to the scope of work, large number of sites (20 at the time) and assumed risk for the project. On November 25, 2014, the Board rejected all bids and authorized the General Manager to approve a change of scope to revise the plans and specifications, and authorized a new Call for Bids for the project.

Current, Revised Project Approach:

On March 9, 2021, Information Systems published and circulated a Request for Proposals (RFP) from qualified and experienced firms to submit proposals for Phase 1 of a turnkey Wireless Backhaul Communications System Upgrade for the District. The change in project name from SCADA Communications Upgrade Project to Wireless Backhaul Communications System Upgrade Project was based on the expansion of the project to comprehensively address the communications needs of the SCADA system, security recommendations and other District communication needs.

The scope of work consists of upgrading the infrastructure and network speed from nine remote sites in the eastern and northeastern sections of the District and linking them to the District's headquarters. Staff conducted a mandatory virtual job-walk on April 7, 2021, which was attended by representatives from 13 different entities. There was a mandatory physical job-walk as part of the proposal submission criteria. Of the 13 entities that attended the virtual job-walk, only two firms followed up and coordinated with staff for a physical job-walk and survey of the nine District sites.

The initial deadline to submit proposals was May 20, 2021. Staff extended the deadline to June 1, 2021 to allow more time for the interested firms to conduct physical surveys of the sites.

Within the deadline and after the surveys, staff received only one proposal for the project from The Rovisys Company (Rovisys). Rovisys is currently working with the District to upgrade the SCADA and network systems for the Tapia Water Reclamation Facility (Tapia). Rovisys was also the successful bidder on the RFP to upgrade the SCADA servers for the District's Water Operations SCADA system that was approved by the Board on March 16, 2021. The proposed cost from Rovisys for the Wireless Backhaul System Upgrade Project was \$4.1 million. Given the large cost, staff sought an alternate approach to the project.

In early June 2021, staff attended a discussion forum with industry leading SCADA system integrators. One of the major take-aways from the session was that it is vital to have a long-term relationship with an integrator that acts as an extension of the District's IT and SCADA staff. This relationship enables the integrator to contribute on District IT decisions regarding network upgrades, systems design, hardware recommendations, security assessments, IT governance, and capital improvement projects requiring SCADA and IT components.

Thus far, Rovisys' work with the Tapia SCADA and Network Systems Upgrade Project has met all District expectations. Rovisys will be working with staff to also upgrade the Water Operations SCADA system servers. They were instrumental in providing input to CIP projects related to Tapia like the Summer Season Total Maximum Daily Load (TMDL) Project. Rovisys will be performing SCADA integration services on the TMDL project. They have provided input on staff discussions with the Energy Coalition on energy efficiency initiatives at Tapia. Essentially, the District has been utilizing the services of Rovisys as prescribed by industry leaders in industrial automation.

Upon analysis of the current project, staff determined the best approach was to develop a master plan that includes a comprehensive review of the District's communications needs with a phased approach to address the most critical needs first. Based on the results of the previous RFP, staff requested and received a quote from Rovisys to complete the comprehensive master plan. With the available quote, staff proposes to execute a five-year professional services agreement (PSA) with Rovisys for automation consulting services plus survey and design services to prepare a master plan for the District's Wireless Backhaul Communications System Upgrade Project.

Tasks under the PSA will include the following:

- Performing job-walks at all critical sites needing connectivity to the District's network.
- Designing the network
- Preparing a prioritized roadmap for network upgrade projects along with Engineer's Estimates.
- Working with staff to develop and distribute Requests for Bids (RFBs) for installations based on priorities – Rovisys cannot bid on the installation services.
- Providing project management services on installation and provide updates and reports to District designated staff.

Rovisys provided a quote for \$274,062 for the master plan preparation and assisting the District with the installation bid process and project management. The automation consulting services consists of on-call support on SCADA and IT systems provisioning and governance, as well as SCADA integration services. While no specific quantity of work is guaranteed for Rovisys, staff recommends setting aside \$100,000 for the current year for on-call support across the following categories:

- Testing Platforms
- Network Upgrades
- Systems Design
- Hardware Recommendations
- Security Assessments
- IT Governance
- Capital Improvement Projects requiring ICS and IT components.
- Operator Training
- Annual Planning and Budgeting
- Technical Support

Funding for subsequent years will be budgeted according to the roadmap and Engineer's Estimates identified in the master plan. The District will also seek to implement upgrades in conjunction with other capital projects wherever doing so may be more efficient.

GOALS:

Provide Safe and Quality Water with Reliable Services

Prepared by: Ivo Nkwenji, Information Systems Manager

ATTACHMENTS:



LVMWD

Telemetry Project Management

For

Ivo C. Nkwenji
LVMWD
Information Systems Manager
Inkwenji@lvmwd.com

Prepared by

Adam Kelly
West Coast Municipal Water Mgr.
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Proposal Number
P21LVMWD04
September 7, 2021



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Proposal Revision History

Rev	Date	Description
A	9/1/2021	Initial Revision
B	9/9/2021	Updated with Timeline section and added assumption #4
C	9/17/2021	Updated from Proposal Review Meeting

NOTICE

This document contains RoviSys proprietary information and has been provided for the sole purpose of evaluation. Acceptance of the document constitutes agreement that the recipient shall not disclose RoviSys proprietary information to any third party in whole or in part or transmit any documents or copies thereof in whole or in part to any third party without the expressed written consent of The RoviSys Company.

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1 RoviSys Background

The RoviSys mission is: **Provide our clients with automation and information integration solutions using the best technologies and platforms, regardless of who makes them, giving our clients choices.** We provide uncompromising focus on customer satisfaction providing the best engineered process control solutions to meet your needs.

1.1 Background

RoviSys was formed in April 1989 to provide timely, cost effective, reliable, and modern solutions to a wide range of systems applications using the best technology. This primary philosophy and our focus on customer satisfaction enables and drives our continuous growth to over 900 engineers at multiple locations in North America, Asia, and Europe.

RoviSys is an independent integrator offering broad range expertise in current and legacy technologies applied across a wide variety of markets. We are focused on providing solutions that are a best fit for our customers giving them the freedom to choose solutions with flexibility to integrate the best in class technologies for each of their system applications.

The most valuable asset at RoviSys is our staff. One of our greatest strengths is a diverse employee knowledge base that spans technologies and industries. Each of our employees has developed application experience in many industries we serve. Considerable effort is committed to hiring, developing, and retaining personnel. Our personnel retention is among the best in the industry benefiting our customers by maintaining project team continuity.

RoviSys draws across all functions and employee skill sets to properly execute complex projects. In addition to our diverse technical skill sets, we employ Registered Professional Engineers (PE) as well as Project Management Professionals (PMP).

1.2 Summary

As an independent automation organization and an approved system integrator for a wide range of control systems and MES platforms, RoviSys is well suited to meet the diverse needs of LVMWD. Our independence combined with our experience on multi-faceted projects results in efficiency and quality in execution.

When clients are asked why they return to RoviSys project after project, they indicate that it is RoviSys' ability to manage, deliver, and complete projects. Additionally, the integrity with which we execute their projects and the ongoing focus on customer satisfaction convinces them to look no further for their system integration and support needs whatever the industry.

2 Our Team

RoviSys has requested assistance from a local EPC, Arcadis, for the water industry knowledge, design capabilities, and technical guidance. Based off previous track record and industry's highest regard for Arcadis, RoviSys is pleased to bring in such a reputable firm.

3 Arcadis Background

At Arcadis, our mission to improve the quality of life is supported by a culture of process and controls innovation that dates back more than 130 years. We bring this experience and proven track record to this unique project with RoviSys and LVMWD.

Arcadis has been supporting municipal telemetry and control systems and information technology in California for more than 40 years.

Our control engineers' vast experience includes initial condition assessments, telemetry design, implementation, and construction administration services for monitoring and control systems that are flexible, expandable, and user-friendly.

Our telemetry design approach has evolved along with control system technologies. Our specific technical qualifications vital to the successful design and implementation of telemetry and SCADA systems include:

- Network Communications – Specialists that are experts in all types of communications. We know how to leverage both fiber optic and radio communications systems.
- Radio System Hardware – Extensive field experience evaluating radio hardware and designing telemetry systems to meet current as well as future system requirements. Most importantly, we recognize that technology changes rapidly and data use requirements are ever-expanding, so system designs must be flexible.
- SCADA Platforms – Extensive experience programming and configuring control systems including Rockwell and Schneider.
- Cybersecurity – Leaders in the cybersecurity space with a demonstrated ability to implement secure integration between control systems and radio networks.
- Working with IT Departments – We have proven experience working with IT departments like LVWD's to provide compliance reporting support services and control and telemetry systems design.

4 Project Proposal

4.1 Project Overview

LVMWD has requested that RoviSys provide a proposal to assist in pre-design, RFP, and project management for the backhaul communication upgrade. This proposal is based on the email dated 8/18/2021 sent by LVMWD, and subsequent communications.

The goals of this project are to perform a survey at each site, design backhaul network, provide engineer's estimate and project plans, develop RFPs, and manage installation on behalf of the district.

4.2 Basis for Proposal

This Request for Proposal included the following documents:

Document Name/Number	Date
Travel Routes	8/18/2021
Potable Water and Reclaimed Water Sites	8/18/2021
Site Locations	8/18/2021

Based off these documents, we have included 56 sites for this proposal.

4.3 Services Scope

RoviSys will provide the following scope items to meet the project requirements.

4.3.1 Kickoff Meeting

RoviSys believes that the most important meeting in a project is the Kickoff Meeting. The goal of the Kickoff Meeting is to bring all parties together, establish project communication channels, review project scope, review project schedule, and discuss commercial issues. RoviSys documents all the critical issues and action items discussed in these meetings and authors meeting minutes. With the RoviSys PM leading this meeting, LVMWD and RoviSys project leaders will gain a thorough understanding of project expectations.

The Kickoff Meeting will occur at LVMWD's facility or via a conference call. A detailed agenda will be created and distributed to the attendees prior to the meeting.

A sample Kickoff Meeting Agenda can include:

- Team Introductions (roles and responsibilities).
- Review scope of work (RFP and proposal).
- Discuss and red-line proposal assumptions.
- Schedule review (key milestones).
- Discuss risk areas of project.

4.3.2 Initial Workshop

After the project kickoff meeting, RoviSys will schedule a workshop with LVMWD personnel to discuss technology and best practices. The goal of this workshop is to determine LVMWD's present and future needs, review existing documentation, discuss best practices for projects such as these, and present on a few of the best backhaul networking technologies.

4.3.3 Site Surveys

Once the project team understands LVMWD's needs, we will create a site survey check list, and with help of LVMWD personnel, visit each site. During surveys, RoviSys team will capture the site in pictures, and fill out each check list. Post project, all materials, including pictures will be organized and submitted to LVMWD.

We have estimated two engineers for one week to complete this assessment allowing for time to prepare for the site walk and gather information before and after the 4 days of site surveys.

4.3.4 Results Workshop

Once RoviSys has completed assessments, we will organize findings and meet with LVMWD's team again to present findings and align on initial design thoughts. Agenda, presentations, and meeting minutes will be prepared and distributed by the RoviSys team.

4.3.5 Network Design

With a thorough understanding of current state and LVMWD's needs, RoviSys team will create a draft design of LVMWD's network in its entirety. This design will include all 56 LVMWD locations. Design will include such information as: BOM, network topography drawing, installation details, location of equipment, power source, and typical panel drawing. The draft design will be submitted and reviewed by LVMWD. The RoviSys team will take redlines and comments to create the final design document.

4.3.6 Network Road Map

Another critical document of this process is the Network Road Map or the manner this overarching project should be completed. Based off initial thoughts, the project can be split into 5 or fewer phased projects. The Network Road Map will include an engineer's estimate (as opinion of probable cost) for each site and consider LVMWD's budget for phase planning. We will generate an outline for LVMWD to review prior to spending significant engineering time on the document.

4.3.7 Final Review Workshop

After documentation and drawings are completed, the RoviSys team will meet with LVMWD to conduct a final review workshop. This collaborative meeting will ensure LVMWD and the RoviSys team are on the same page before moving into the implementation stage of the project. RoviSys team will prepare an agenda, PowerPoint, and meeting minutes.

4.3.8 RFB Creation

Using guidance and verbiage from the Network Design and Network Road Map, RoviSys will assist LVMWD with the bidding process. This includes writing the RFB documents, answering RFI questions, and assisting to determine if the bidder's responses align with the RFP.

Based off the number of sites and initial estimates, the RoviSys team as assumed the overall projects will need no more than 5 separate RFBs. Arcadis is to create the RFB template and assist in the first RFB. RoviSys will create the remainder.

4.3.9 Installation Project Management

During the installation, RoviSys will assist LVMWD with contractor management, scheduling, technical guidance, SCADA programming/assistance, and status update reports.

RoviSys team has allotted 8 hours per site for this effort.

4.4 Project Execution

4.4.1 Project Team

The staffing of this project will be finalized after the project is awarded. A Project Manager will be assigned with experience in managing projects of similar scope and technology. The Project Manager will review and determine the staffing level needed for the project. Resources will be assigned to the project based on skills. These resources may include Lead Engineers, System Engineers, Software Engineers, and Technicians.

4.4.1.1 Project Manager

The Project Manager will have overall responsibility for the project. The Project Manager is the primary RoviSys commercial point of contact. Specific responsibilities include, but are not limited to, the following:

- Developing and managing the project and the associated schedule.
- Meeting documentation and minutes.
- Technical guidance for the system design and implementation.
- Managing customer interfaces, correspondence, and billings.

4.4.1.2 Lead Engineer

The Lead Engineer will be the main technical contact for the project. For multi-technology projects, multiple Lead Engineers could be assigned for the different areas such as controls system, electrical, and software. The specific responsibilities include, but are not limited to, the following:

- Technical project responsibility.
- Functional specification development.
- System design.

4.5 Estimated Timeline

Below is the estimated timeline for each task. Please note, the estimated weeks below are the estimated weeks from PO (Task 1) and the number of weeks to complete the present task after the previous has been completed. This project will be run linearly 1-3.

Task 4 will take approximately 3 weeks per RFB to complete. Once completed and LVMWD has approved, it will go out to bid. We suggest 30-45 days for bidders to respond along with a pre-job walk. Once a bidder is selected and a contract is awarded, each phase of task 5 will take approximately 6-9 months.

We have assumed LVMWD will review designs within 10 working days of design submittals (Task 2).

	Estimated Weeks
Task 1: Site Surveys	5
Task 2: Network Design	10
Task 3: Develop Road Map	5
<i>Design Subtask</i>	<i>20</i>
Task 4: RFB Assistance	9 per
Task 5: Installation Management	36 per
Total (assuming 3 phases)	155

4.6 RoviSys Assumptions

This proposal is based upon the following assumptions:

1. This proposal is based on quantities detailed in the Basis for Proposal section. Quantities in that section are derived from the RFP package and other information provided by LVMWD.
2. RoviSys shall not provide hardware or software for this scope of work.
3. The RoviSys team will not bid on installation services.
4. We have assumed structural design review will take our team no more than 20 hours to stamp antenna installation detail.

5 Pricing

RoviSys has estimated, in good faith, the effort and cost of this project. The cost estimate is based on the information provided by LVMWD and on our experience in defining and implementing system projects of similar scope and complexity. This project will be invoiced in a time and materials fashion. Onsite services will be invoiced on a time and materials basis. Travel and Living (T&L) expenses are billed at actual cost and include mileage, meals, and lodging, when required.

5.1 Pricing Summary Table

	Price	Hours
Task 1: Site Surveys	\$30,496	164
Task 2: Network Design	\$81,154	446
Task 3: Develop Road Map	\$40,832	229
Task 4: RFB Assistance	\$53,078	352
Task 5: Installation Management	\$68,012	454
Travel and Living	\$490	-
Total	\$274,062	1,645

6 Terms and Conditions

This proposal is valid for 90 days.

If RoviSys is selected for this work please send the purchase order to orders@rovisys.com

7 Industries

RoviSys provides systems engineering and software development services to several industries using our core capabilities in process control, advanced process services and manufacturing enterprise solutions. We believe that industry knowledge is as important as technology expertise.

Whether specifying plant-floor instrumentation or integrating operational data into a business planning system, our engineers are trained and encouraged to view each project through the requirements, regulations and priorities of the end customer. This emphasis on specific industry expertise has earned RoviSys an international reputation as a premier provider of engineered solutions for several process industries.

In-depth knowledge of industry requirements and technologies strategically positions RoviSys to be your manufacturing and automation technology partner. RoviSys offers value-added services in a variety of industries.

Primary industries that RoviSys addresses include:

- Chemicals.
- Consumer Goods.
- Data Centers.
- Food and Beverage.
- Glass.
- Life Science.
- Metals and Mining.
- Oil and Gas.
- Paper and Wood Products.
- Power and Energy.
- Water and Wastewater.

7.1 Water and Wastewater

Complex water and wastewater automation challenges demand a seamless flow of information to scalable, reliable and secure systems. RoviSys provides successful, long-term automation solutions for industrial and municipal water utilities. Our focus on developing accurate system design specifications allows us to deliver projects on time and within budget. We deliver comprehensive water solutions to improve reliability, decrease downtime and meet regulatory requirements. Our proven project management and collaborative approach will allow our dedicated engineers to tailor a custom solution.



Project experience includes:

- Pump and Lift Stations.
- Wastewater Treatment Plants.
- Domestic Water Distribution.
- Purification & Processing Stations.
- Asset Management.
- PLC and DCS Process Control Systems.
- SCADA, HMI & Reporting.
- Mobile Alarm Notifications.
- Network Design.
- Network Security.

8 Technology Experience

RoviSys is an independent integration company focused on helping our clients improve their operation by utilizing the best technology for the application, not force-fitting a solution based on a technology vendor relationship. We believe that having strong relationships with a variety of hardware and software providers ensures an in-depth understanding of the available technologies as well as a comprehensive toolset to successfully solve the most difficult problems. The following list shows some vendors and their associated technologies that RoviSys has used to implement solutions.

Partner Company	System or Product	
ABB/Bailey™	800xA Symphony™	Infi 90™/Network 90 System 6™
AspenTech <i>Service Provider</i>	AspenOne CIM-IO	IP.21 SQLPLus
Cisco <i>Select Certified Partner</i>		
Citect	Citect SCADA	Ampla
Emerson™ <i>Development Partner</i>	DeltaV™ PROVOX™	RS3 DeltaV SIS
GE <i>Preferred Solution Provider</i>	iFIX Proficy® Batch Proficy Historian	RX7i, RX3i Proficy Plant Apps Cimplicity®
Iconics <i>System Integrator</i>	GENESIS MobileHMI	AlarmWorX™ DataWorX™
Microsoft <i>Silver Certified ISV</i>		
National Instruments <i>Alliance Partner and Certified Developers</i>	DAQ SCXI LabView	PXI Test-Stand
OSisoft® <i>Premier Tier SI and Consulting Partner</i>	PI System™	
Parsec <i>Gold Partner</i>	TrakSYS	
POMS <i>Alliance Partner</i>		
Rockwell Automation <i>Process Solution Provider and Information Solution Provider</i>	PLC5® & SLC500 PlantPAX Logix Family	FactoryTalk® Software Suite Asset Centre, View, Historian, Analytics, Metrics
Schneider Electric <i>Alliance Partner</i>	Square D™ Telemecanique® Modicon™ Quantum™	Momentum™, 984, Unity Wonderware
Siemens <i>Solution Partner</i>	Moore APACS+ S7 PLC controls PCS7 distributed controls	Simatic®IT Wincc
Wonderware <i>Endorsed Partner</i>	Wonderware System Platform Wonderware MES/MOM	Wonderware® InTouch