

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

AGENDA
REGULAR MEETING
January 4, 2022, 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/86891178245>

To join by telephone, please dial (669) 900-6833 or (346) 248-7799 and enter Webinar ID: 868 9117 8245

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 AND APPROVAL OF FINDINGS OF RESOLUTION NO. 2603 (AB 361)

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: January 4, 2022 (Pg. 5)**
Receive and File

B **Minutes: Regular Meeting of December 21, 2021 (Pg. 42)**

Approve

C Drought and Water Supply Conditions Update (Pg. 53)

Receive and File

5 ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

6 TREASURER

7 FACILITIES AND OPERATIONS

A Distribution System and Pump Station Valve Replacements (Pg. 55)

Authorize the General Manager to issue a purchase order to Toro Enterprises Inc., in the amount of \$172,928.00, for the distribution system and pressure reducing station valve replacements.

B Award of Fiscal Year 2021-22 Vehicle Replacement Program (Pg. 61)

Authorize the General Manager to issue a purchase order to Fritts Ford of Riverside, in the amount of \$44,882.95 plus tax, for one Ford F250 regular cab utility bed service truck.

8 FINANCE AND ADMINISTRATION

A Continuation of Potable Water Standby Charge: Public Hearing, Introduction and First Reading (Pg. 65)

Waive the full reading and call for proposed Ordinance No. 284 to be given first reading by title only for continuation of the potable water standby charge.

ORDINANCE NO. 284

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AS IT RELATES TO STANDBY CHARGES FOR THE FISCAL YEAR COMMENCING JULY 1, 2022

(Reference is hereby made to Ordinance No. 284 on file in the District's Ordinance Book and by this reference the same is incorporated herein.)

B Independent Auditing Services: Award (Pg. 69)

Accept the proposal from RAMS and authorize the General Manager to execute a three-year professional services agreement in the annual amount of \$45,260 for the first three years, with two one-year renewal options using a 3% annual escalator, to provide independent audit services.

9 INFORMATION ITEMS

A Claim by Frank and Jeri Churchill (Pg. 101)

Receive and file the Information Item regarding the claim by Jerri and Frank Churchill.

B Claim by Wagon Road Ranchos (Pg. 108)

Receive and file the Information Item regarding the claim by Robert Holmes on behalf of Wagon Road Ranchos.

C Final Report on Excess Vacation Accruals (Pg. 113)

Receive and file the final report related to vacation accruals related to COVID-19.

10 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

11 FUTURE AGENDA ITEMS

12 PUBLIC COMMENTS

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13 CLOSED SESSION

A Conference with District Counsel – Anticipated Litigation (Government Code Section 54956.9(d)(2)): One Item

Tort Claim by Kali Alana and Michael Maciejewski

14 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 : 01/04/22

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. 102895 through 103001 were issued in the total amount of **\$ 1,004,008.43**

Payments through wire transfers as follows:

12/28/2021 Metropolitan Water District	Payment for water deliveries in the month of October 2021	\$	1,995,450.45
12/28/2021 CalPers	CERBT Payment - 2nd quarter	\$	400,201.00
Sub-Total Wires		\$	<u>2,395,651.45</u>
Total Payments		\$	<u>3,399,659.88</u>

(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 01/04/22**

Company Name	Company No.	Check No. 102895 - 102954 12/21/21	Check No. 102955 - 103001 12/28/21	Total
		Amount	Amount	
Potable Water Operations	101	50,971.51	79,452.08	130,423.59
Recycled Water Operations	102	185.00		185.00
Sanitation Operations	130	209,793.00		209,793.00
Potable Water Construction	201	3,667.50	10,425.27	14,092.77
Water Conservation Construction	203			-
Sani- Construction	230			-
Potable Water Replacement	301		3,718.75	3,718.75
Reclaimed Water Replace	302			-
Sanitation Replacement	330			-
Internal Service	701	140,004.99	30,524.22	170,529.21
JPA Operations	751	90,919.13	177,404.43	268,323.56
JPA Construction	752			-
JPA Replacement	754	187,345.39	19,597.16	206,942.55
Total Printed		682,886.52	321,121.91	1,004,008.43
 Voided Checks/payment stopped:				
	701			-
Total Voids		-		-
Net Total		682,886.52	321,121.91	1,004,008.43

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102895	12/21/2021	PRTD	2317 ACORN NEWSPAPER	175110	8644	10/29/2021		122121	670.60
			Invoice: 175110	670.60	701230	660400	AD-WTR SHORTAGE MTG-10/28		
							Public Education Programs		
			Invoice: 175724	175724		8645	11/03/2021	122121	400.00
				400.00	701230	660400	E AD-WTR SHORTAGE MTG-11/2		
							Public Education Programs		
			Invoice: 175310	175310		8646	11/05/2021	122121	815.00
				815.00	701230	660400	AD-DROUGHT EMGCY-11/7		
							Public Education Programs		
			Invoice: 175611	175611		8647	11/12/2021	122121	815.00
				815.00	701230	660400	AD-DROUGHT EMGCY-11/11		
							Public Education Programs		
			Invoice: 175865	175865		8648	11/19/2021	122121	815.00
				815.00	701230	660400	AD-DROUGHT EMGCY-FREE CMPST		
							Public Education Programs		
			Invoice: 176121	176121		8649	11/26/2021	122121	815.00
				815.00	701230	660400	AD-DROUGHT EMGCY-11/25		
							Public Education Programs		
			Invoice: 176410	176410		8650	12/03/2021	122121	815.00
				815.00	701230	660400	AD-DROUGHT EMGCY-FREE CMPST		
							Public Education Programs		
							CHECK	102895 TOTAL:	5,145.60
102896	12/21/2021	PRTD	20389 AIRGAS SPECIALTY PRO	9120230443	8521	12/01/2021		122121	2,982.12
			Invoice: 9120230443	2,982.12	751810	541013	30,260 LBS AMMONIUM HYDROXIDE		
							Aqua Ammonia		
							CHECK	102896 TOTAL:	2,982.12
102897	12/21/2021	PRTD	3077 AIRGAS USA, LLC	9984754551	8520	11/30/2021		122121	285.85
			Invoice: 9984754551	285.85	701002	551500	NOV'21 CYLINDER RENT		
							Outside Services		
							CHECK	102897 TOTAL:	285.85
102898	12/21/2021	PRTD	19993 ALEXANDER'S CONTRACT	103709	8564	10/28/2021		122121	20,196.89
			Invoice: 103709	20,196.89	701224	541500	METER READS 10/4-10/28		
							Outside Services		
			Invoice: 103758	103758		8565	11/30/2021	122121	20,438.14
				20,438.14	701224	541500	METER READS 11/1-11/24		
							Outside Services		

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
								CHECK 102898 TOTAL:	40,635.03
102899	12/21/2021	PRTD	2383 AMERICAN WATER WORKS	7001959282	8590	09/19/2021		122121	4,523.00
			Invoice: 7001959282	4,523.00 701121	710500	MBRSHD DUES 1/1/22-12/31/22			
						Dues, Subsc & Memberships		CHECK 102899 TOTAL:	4,523.00
102900	12/21/2021	PRTD	30083 AQUATIC GARDENS LLC	11438	8617	11/30/2021		122121	150.00
			Invoice: 11438	150.00 701001	551500	POND MAINTENANCE-NOV			
						Outside Services		CHECK 102900 TOTAL:	150.00
102901	12/21/2021	PRTD	2404 ASTRA INDUSTRIAL SER	00180266	8616	11/29/2021		122121	839.60
			Invoice: 00180266	839.60 101700	551000	BACKFLOW REPAIR PARTS			
						Supplies/Material		CHECK 102901 TOTAL:	839.60
102902	12/21/2021	PRTD	2869 AT&T	9054/120521	8533	12/05/2021		122121	56.18
			Invoice: 9054/120521	56.18 101122	540520	SVCS 12/5/21-1/4/22			
						Telephone		CHECK 102902 TOTAL:	56.18
102903	12/21/2021	PRTD	9631 AT&T LONG DISTANCE	806368136/120421	8534	12/04/2021		122121	26.00
			Invoice: 806368136/120421	11.68 701002	540520	SRV 11/1/21-12/1/21			
				.14 701420	540520	Telephone			
				12.94 751810	540520	Telephone			
				1.24 101600	540520	Telephone		CHECK 102903 TOTAL:	26.00
102904	12/21/2021	PRTD	30090 ATLAS COPCO COMPRESS	1121113859	8554	11/03/2021	22100111	122121	8,727.15
			Invoice: 1121113859	8,727.15 701325	551000	AIR COMPRESSOR FOR VEHICLE LIFTS			
						Supplies/Material		CHECK 102904 TOTAL:	8,727.15
102905	12/21/2021	PRTD	7770 AUTOMATIONDIRECT.COM	12927983	8497	12/01/2021		122121	582.81
			Invoice: 12927983	582.81 101100	551000	ELECTRICAL PARTS			
						Supplies/Material			

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET
CHECK 102905 TOTAL: 582.81									
102906	12/21/2021	PRTD	20491 BEST BEST & KRIEGER	922578	8508	12/05/2021		122121	7,500.00
	Invoice: 922578			7,500.00	751840	651600	11/30	FEDERAL LOBBYING Other Professional Serv	
	Invoice: 922579			5,000.00	751840	651600	11/30	STATE LOBBYING Other Professional Serv	5,000.00
CHECK 102906 TOTAL: 12,500.00									
102907	12/21/2021	PRTD	21426 BRIGHTVIEW LANDSCAPE	7615063	8468	11/30/2021		122121	14,195.42
	Invoice: 7615063			3,149.67	701001	551500		LANDSCAPE SRV-NOV'21 Outside Services	
				3,692.00	751810	551800		Building Maintenance	
				1,781.08	751820	551800		Building Maintenance	
				4,023.00	101600	551800		Building Maintenance	
				459.67	101200	551500		Outside Services	
				1,090.00	130100	551500		Outside Services	
CHECK 102907 TOTAL: 14,195.42									
102908	12/21/2021	PRTD	19779 CALABASAS STYLE, LLC	12288	8506	12/01/2021	22200077	122121	2,600.00
	Invoice: 12288			2,600.00	701230	660400		AD-CONSRVTHN-JAN-FEB'22 Public Education Programs	
CHECK 102908 TOTAL: 2,600.00									
102909	12/21/2021	PRTD	2964 CA ST TREAS. BOE	97-817885/113021	8589	11/30/2021		122121	2,104.00
	Invoice: 97-817885/113021			2,088.42	751	206000		USE TAX NOV'21 Use Tax Liability	
				15.24	101	206000		Use Tax Liability	
				.34	701999	862500		Other Non-Operating Expense	
CHECK 102909 TOTAL: 2,104.00									
102910	12/21/2021	PRTD	18739 CALIFORNIA HAZARDOUS	68147	8517	11/03/2021		122121	210.00
	Invoice: 68147			210.00	701325	551500		NOV'21 & 3/30 SITE VISITS Outside Services	
CHECK 102910 TOTAL: 210.00									

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102911	12/21/2021	PRTD	20655 CANNON CORPORATION	78516	8511	12/01/2021		122121	1,998.00
			Invoice: 78516						
				1,998.00					
					E CIP10556 .NON-LABOR .				
					201440 900000				
								Capital Asset Expenses	
								CHECK 102911 TOTAL:	1,998.00
102912	12/21/2021	PRTD	30239 FRANK AND JERI CHURC	CLAIM-9/12/21	8586	12/06/2021		122121	1,910.61
			Invoice: CLAIM-9/12/21						
				1,910.61	101900	714500			
								CLAIM SETTLEMENT-CHURCHILL	
								Claims Paid	
								CHECK 102912 TOTAL:	1,910.61
102913	12/21/2021	PRTD	2533 CITY OF AGOURA HILLS	EP-0056	8596	06/03/2021		122121	669.00
			Invoice: EP-0056						
				669.00	101700	552000		ENCHR PERMIT-29021 GARDEN OAKS	
								Permits and Fees	
			Invoice: EP-0063						
				669.00	101700	552000		ENCHR PERMIT-29333 TRAILWAY LN	669.00
								Permits and Fees	
			Invoice: EP-0073						
				669.00	101700	552000		ENCHR PERMIT-5431 CRESTHAVEN DR	669.00
								Permits and Fees	
			Invoice: EP-0083						
				669.00	101700	552000		ENCHR PERMIT-6044 SHADY DR	669.00
								Permits and Fees	
			Invoice: EP-0084						
				669.00	101700	552000		ENCHR PERMIT-5415 LAKE CREST DR	669.00
								Permits and Fees	
			Invoice: EP-0085						
				2,441.00	101700	552000		ENCHR PERMIT-LARDBOARD LN	2,441.00
								Permits and Fees	
			Invoice: EP-0093						
				669.00	101700	552000		ENCHR PERMIT-30029 TORREPINES PL	669.00
								Permits and Fees	
			Invoice: EP-0094						
				669.00	101700	552000		ENCHR PERMIT-29619 KIMBERLY DR	669.00
								Permits and Fees	
			Invoice: EP-0095						
				669.00	101700	552000		ENCHR PERMIT-5528 FAIRVIEW PL	669.00
								Permits and Fees	

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: EP-0097				EP-0097	8605	09/21/2021		122121	669.00
				669.00 101700	552000	ENCHR PERMIT-29457 GREENGRASS CT			
						Permits and Fees			
Invoice: EP-0098				EP-0098	8606	09/27/2021		122121	669.00
				669.00 101700	552000	ENCHR PERMIT-28314 FOOTHILL DR			
						Permits and Fees			
Invoice: EP-0110				EP-0110	8607	11/08/2021		122121	669.00
				669.00 101700	552000	ENCHR PERMIT-5923 CALMFIELD AVE			
						Permits and Fees			
Invoice: EP-0111				EP-0111	8608	11/09/2021		122121	669.00
				669.00 101700	552000	ENCHR PERMIT-29721 FOUNTAINWOOD ST			
						Permits and Fees			
Invoice: EP-0112				EP-0112	8609	11/18/2021		122121	669.00
				669.00 101700	552000	ENCHR PERMIT-5210 LEWIS RD			
						Permits and Fees			
							CHECK	102913 TOTAL:	11,138.00
102914 12/21/2021 PRD	2536		CITY OF LOS ANGELES	WP220000031 1 TO 3	8587	07/29/2021		122121	125,474.00
Invoice: WP220000031	1 TO 3					ASSSC 21/22 O&M PMT#1-3			
				125,474.00 130100	574000	Purch Svc-City Of LA			
Invoice: WP220000032	1 TO 3			WP220000032 1 TO 3	8588	07/29/2021		122121	82,758.00
						ASSSC 21/22-CAP-PMT#1-3			
				82,758.00 130100	574000	Purch Svc-City Of LA			
							CHECK	102914 TOTAL:	208,232.00
102915 12/21/2021 PRD	20624		CONTRACTOR COMPLIANC	15365	8514	12/01/2021		122121	1,669.50
Invoice: 15365						NOV'21 COMPLIANCE MONITORING			
				1,669.50					
					E CIP10556 .NON-LABOR .				
					201440 900000	Capital Asset Expenses			
							CHECK	102915 TOTAL:	1,669.50
102916 12/21/2021 PRD	3498		DEPT. OF WATER & POW	GERMIAN-12/21	8493	12/08/2021		122121	5,836.00
Invoice: GERMIAN-12/21						6" TEMP MTR @ GERMAIN			
				5,836.00 101100	541000	Supplies/Material			
							CHECK	102916 TOTAL:	5,836.00

A/P CASH DISBURSEMENTS JOURNAL

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102917	12/21/2021	PRTD	2654 FAMCON PIPE	S100063214.001	8502	11/30/2021	22200022	122121	2,409.00
			Invoice: S100063214.001	2,409.00	101100	541000			
			Invoice: S100066613.001	3,330.99	701	132000			
								CHECK	102917 TOTAL:
									5,739.99
102918	12/21/2021	PRTD	2655 FERGUSON ENTERPRISES	0775659	8404	11/19/2021	22200039	122121	16,687.54
			Invoice: 0775659	16,687.54	701	132000			
			Invoice: 0781052	10,791.23	701	132000			
								CHECK	102918 TOTAL:
									27,478.77
102919	12/21/2021	PRTD	6770 G.I. INDUSTRIES	2535062-0283-2	8495	12/01/2021		122121	583.22
			Invoice: 2535062-0283-2	583.22	751810	541500			
								CHECK	102919 TOTAL:
									583.22
102920	12/21/2021	PRTD	20970 GARDA CL WEST, INC.	10668692	8510	12/01/2021		122121	288.56
			Invoice: 10668692	288.56	701410	622000			
								CHECK	102920 TOTAL:
									288.56
102921	12/21/2021	PRTD	19548 GRM INFORMATION MANA	0442413	8525	11/30/2021		122121	206.14
			Invoice: 0442413	206.14	701121	623500			
			Invoice: 0442414	303.72	701121	623500			
								CHECK	102921 TOTAL:
									509.86
102922	12/21/2021	PRTD	21133 H2O INNOVATION USA,	CD122283	8513	11/30/2021	22200005	122121	1,000.00
			Invoice: CD122283	1,000.00	751750	541500			

A/P CASH DISBURSEMENTS JOURNAL

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
								CHECK 102922 TOTAL:	1,000.00
102923	12/21/2021	PRTD	2705 HACH COMPANY	12770827	8553	11/30/2021		122121	2,842.66
			Invoice: 12770827					CONTROLLER-DO PROBE-BNR TANK #1	
				2,842.66	751810	551000		Supplies/Material	
								CHECK 102923 TOTAL:	2,842.66
102924	12/21/2021	PRTD	21197 JACOBS ENGINEERING G	W9Y31200-011	8384	11/24/2021		122121	187,345.39
			Invoice: W9Y31200-011					P/E 10/29-PWP ADVISOR/MGR SRV	
				187,345.39					
								E CIP10635 .NON-LABOR .	
								754440 900000 Capital Asset Expenses	
								CHECK 102924 TOTAL:	187,345.39
102925	12/21/2021	PRTD	3352 LAS VIRGENES MUNICIP	0909/120121	8481	12/01/2021		122121	326.93
			Invoice: 0909/120121					WLK FLT 10/29/21-11/26/21	
				326.93	101600	540540		Water	
			Invoice: 0331/120121						
								8484 12/01/2021 122121	28.79
								MORRSN P/S 10/28/21-11/24/21	
				28.79	751125	540540		Water	
			Invoice: 2645/120121						
								8485 12/01/2021 122121	136.48
								RWPS 10/27/21-11/23/21	
				136.48	701001	540540		Water	
			Invoice: 2646/120121						
								8487 12/01/2021 122121	207.31
								BD#8/RECL 10/27/21-11/23/21	
				207.31	701001	540540		Water	
			Invoice: 2652/120121						
								8488 12/01/2021 122121	188.84
								BD#8/RW 10/27/21-11/23/21	
				188.84	701001	540540		Water	
			Invoice: 0558/120121						
								8489 12/01/2021 122121	28.79
								IND HILLS 10/28/21-11/24/21	
				28.79	751223	540540		Water	
			Invoice: 2655/120121						
								8490 12/01/2021 122121	316.03
								BD#7/RW 10/27/21-11/23/21	
				316.03	701002	540540		Water	
								CHECK 102925 TOTAL:	1,233.17

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102926	12/21/2021	PRTD	8484 LINDE GAS AND EQUIPM	67597516	8614	12/02/2021		122121	290.10
			Invoice: 67597516	290.10 101100	541000	AIR BREATHING TANKS Supplies/Material			
							CHECK	102926 TOTAL:	290.10
102927	12/21/2021	PRTD	7949 LOS ANGELES COUNTY -	AR0243824	8621	11/09/2021		122121	185.00
			Invoice: AR0243824	148.00 101700	679000	BACKFLOW DEVICES ADM FEE @ HQ FY 21/22			
				37.00 102100	679000	Back Flow Protection			
			Invoice: AR0264378	AR0264378	8622	11/09/2021		122121	74.00
				74.00 101700	679000	BACKFLOW DEVICES ADM FEE @ WL/HQ FY 21/22			
						Back Flow Protection			
			Invoice: AR0264379	AR0264379	8623	11/09/2021		122121	37.00
				37.00 101700	679000	BACKFLOW DEVICE ADM FEE @ RLV FY 21/22			
						Back Flow Protection			
			Invoice: AR0264380	AR0264380	8624	11/09/2021		122121	37.00
				37.00 102100	679000	BACKFLOW DEVICE ADM FEE @ WLK FY 21/22			
						Back Flow Protection			
			Invoice: AR0264381	AR0264381	8625	11/09/2021		122121	148.00
				37.00 101700	679000	BACKFLOW DEVICES ADM FEE @ TAPIA FY 21/22			
				111.00 102100	679000	Back Flow Protection			
							CHECK	102927 TOTAL:	481.00
102928	12/21/2021	PRTD	2590 LOS ANGELES DAILY NE	0011497574	8643	10/28/2021		122121	175.00
			Invoice: 0011497574	175.00 701230	660400	AD-SAVE WATER-10/28 Public Education Programs			
							CHECK	102928 TOTAL:	175.00
102929	12/21/2021	PRTD	2839 MOTION INDUSTRIES, I	CA22-716053	8494	12/03/2021		122121	1,550.38
			Invoice: CA22-716053	1,550.38 751810	551000	BEARING Supplies/Material			
							CHECK	102929 TOTAL:	1,550.38
102930	12/21/2021	PRTD	2846 NATIONAL PLANT SERVI	17034	8522	07/30/2021	22200088	122121	19,792.88
			Invoice: 17034	19,792.88 751700	551500	CLEAN 28955 LAKE VISTA Outside Services			

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
								CHECK 102930 TOTAL:	19,792.88
102931	12/21/2021	PRTD	16754 NATURAL SURROUNDINGS	7843	8507	12/01/2021		122121	235.00
			Invoice: 7843	235.00 701001	551500	DEC'21 FLORAL MAINT Outside Services			
								CHECK 102931 TOTAL:	235.00
102932	12/21/2021	PRTD	2302 OFFICE DEPOT	211579523001	8550	12/01/2021		122121	240.05
			Invoice: 211579523001	240.05 701410	620000	DESK PADS & PLANNERS Forms, Supplies And Postage			
								CHECK 102932 TOTAL:	240.05
102933	12/21/2021	PRTD	20728 OLIVAREZ MADRUGA LEM 140-NOV'21		8585	11/30/2021		122121	9,543.36
			Invoice: 140-NOV'21	7,772.00 701121	650000	LEGAL SERVICES-NOV'21 Legal Services			
				1,771.36 701122	687200	Outside Services			
								CHECK 102933 TOTAL:	9,543.36
102934	12/21/2021	PRTD	21659 ONTARIO REFRIGERATIO	GW20826	8555	09/10/2021		122121	713.85
			Invoice: GW20826	713.85 751810	551500	SRV-TAPIA Outside Services			
			Invoice: GW20833M	471.00 130100	551500	8627 MAINTENANCE Outside Services			
			Invoice: GW21201	2,269.13 701002	551500	8628 SRV & REPAIR BOILER Outside Services			
								CHECK 102934 TOTAL:	3,453.98
102935	12/21/2021	PRTD	30165 DAVID PEDERSEN	120821	8591	12/08/2021		122121	20.85
			Invoice: 120821	20.85 701121	683000	ACWA CONF 11/30-12/2-D.P. Training & Professional Devel			
								CHECK 102935 TOTAL:	20.85
102936	12/21/2021	PRTD	30177 PRECISION AERIALSERV W 21849		8615	10/14/2021		122121	1,263.79
			Invoice: W 21849	1,263.79 701325	551500	PM VANAIR SYSTEM Outside Services			

A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC					
	CHECK	102936	TOTAL:		1,263.79
102937 12/21/2021 PRTD Invoice: 172099136	20334 PRUDENTIAL OVERALL S	172099136	8556	11/05/2021	122121 120.59
	51.79 751810 68.80 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172100535	172100535	8570	11/12/2021	122121 120.59	
	51.79 751810 68.80 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172101946	172101946	8571	11/19/2021	122121 120.59	
	51.79 751810 68.80 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172103363	172103363	8572	11/26/2021	122121 120.59	
	51.79 751810 68.80 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172097913	172097913	8573	11/01/2021	122121 35.04	
	21.44 101600 13.60 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172099310	172099310	8574	11/08/2021	122121 35.04	
	21.44 101600 13.60 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172100710	172100710	8575	11/15/2021	122121 35.04	
	21.44 101600 13.60 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172102117	172102117	8576	11/22/2021	122121 35.04	
	21.44 101600 13.60 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172099138	172099138	8577	11/05/2021	122121 335.18	
	63.28 701002 271.90 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	
Invoice: 172100537	172100537	8578	11/12/2021	122121 333.68	
	63.28 701002 270.40 701999	551000 731600		11/21 UNIFORMS/MATS/TOWELS Supplies/Material Uniforms	

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 172101948				172101948	8579	11/19/2021		122121	333.18
				63.28 701002	551000	11/21 UNIFORMS/MATS/TOWELS			
				269.90 701999	731600	Supplies/Material Uniforms			
Invoice: 172103365				172103365	8580	11/26/2021		122121	334.05
				63.28 701002	551000	11/21 UNIFORMS/MATS/TOWELS			
				270.77 701999	731600	Supplies/Material Uniforms			
Invoice: 172099137				172099137	8581	11/05/2021		122121	59.43
				30.83 751820	551000	11/21 UNIFORMS/MATS/TOWELS			
				28.60 701999	731600	Supplies/Material Uniforms			
Invoice: 172100536				172100536	8582	11/12/2021		122121	59.43
				30.83 751820	551000	11/21 UNIFORMS/MATS/TOWELS			
				28.60 701999	731600	Supplies/Material Uniforms			
Invoice: 172101947				172101947	8583	11/19/2021		122121	59.43
				30.83 751820	551000	11/21 UNIFORMS/MATS/TOWELS			
				28.60 701999	731600	Supplies/Material Uniforms			
Invoice: 172103364				172103364	8584	11/26/2021		122121	59.43
				30.83 751820	551000	11/21 UNIFORMS/MATS/TOWELS			
				28.60 701999	731600	Supplies/Material Uniforms			
							CHECK	102937 TOTAL:	2,196.33
102938	12/21/2021	PRTD	2585 PURETEC	1936972	8523	11/04/2021		122121	330.78
				Invoice: 1936972					
				330.78 701341	551500	UV BULB REPLACEMENT Outside Services			
							CHECK	102938 TOTAL:	330.78
102939	12/21/2021	PRTD	21594 RECYCLED WOOD PRODUC	218687	8548	12/03/2021		122121	1,820.00
				Invoice: 218687					
				1,820.00 751820	541080	130 YDS WOODCHIPS Amendment			
Invoice: 218807				218807	8549	12/06/2021		122121	1,820.00
				1,820.00 751820	541080	130 YDS WOODCHIPS Amendment			
							CHECK	102939 TOTAL:	3,640.00

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102940	12/21/2021	PRTD	20124 RON'S PORTABLE WELDI	6809	8496	12/04/2021		122121	2,080.00
			Invoice: 6809	2,080.00	101700	551500			
								WELD REPAIR-AGOURA RD Outside Services	
								CHECK	102940 TOTAL: 2,080.00
102941	12/21/2021	PRTD	17174 ROTH STAFFING COMPAN	14110031	8527	12/03/2021		122121	638.40
			Invoice: 14110031	638.40	701221	622000			
								TEMP SRV-11/22-11/24-P.S. Outside Services	
								CHECK	102941 TOTAL: 638.40
102942	12/21/2021	PRTD	6766 SAWYER PETROLEUM	V172809	8551	10/21/2021		122121	508.00
			Invoice: V172809	508.00	701325	551010			
								125.4 GAL DIESEL-FLEET Fuel	
			Invoice: V174084	3,439.11	751820	541010			
								951.8 GAL DIESEL-RLV Fuel	
								CHECK	102942 TOTAL: 3,947.11
102943	12/21/2021	PRTD	2956 SOUTH COAST AIR QUAL	3911642	8592	11/16/2021		122121	440.15
			Invoice: 3911642	440.15	751820	542000			
								ANL ICE #87606 RLV FY21-22 Permits and Fees	
			Invoice: 3913630	142.59	751820	542000			
								EMSN #87606 RLV FY 21-22 Permits and Fees	
			Invoice: 3870322-LT PMT	7.13	751810	542000			
								TAPIA EMMSNS-LT PMT Permits and Fees	
								CHECK	102943 TOTAL: 589.87
102944	12/21/2021	PRTD	2958 SOUTHERN CALIFORNIA	4000/120921	8529	12/09/2021		122121	1,792.28
			Invoice: 4000/120921	1,792.28	751810	540530			
								TAPIA 11/4/21-12/7/21 1302 THERMS Gas	
			Invoice: 4200/120921	571.79	751820	540530			
								RANCHO 11/4/21-12/7/21 327 THERMS Gas	
			Invoice: 0400/120921	16.27	101110	540530			
								CORNELL 11/4/21-12/7/21 0 THERM Gas	

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 3600/120921				3600/120921	8532	12/09/2021		122121	2,567.80
				1,925.85 701001	540530	HQ & OPS 11/4/21-12/7/21		1908 THERMS	
				641.95 701002	540530	Gas			
								CHECK 102944 TOTAL:	4,948.14
102945	12/21/2021	PRTD	16271 SPOK, INC.	E0143084X	8528	12/10/2021		122121	115.54
			Invoice: E0143084X			PAGER SRV 12/11/21-01/10/22			
				71.69 701331	540520	Telephone			
				43.85 751820	540520	Telephone			
								CHECK 102945 TOTAL:	115.54
102946	12/21/2021	PRTD	20412 STERICYCLE, INC.	8000536749	8501	11/30/2021		122121	327.42
			Invoice: 8000536749			NOV'21 DOC SHREDDING			
				327.42 701121	623500	Records Management			
								CHECK 102946 TOTAL:	327.42
102947	12/21/2021	PRTD	17645 TORO ENTERPRISES INC	15050	8567	09/30/2021		122121	21,283.91
			Invoice: 15050			2" RECLAIM 30950 RUSSELL RANCH			
				21,283.91 751700	551500	Outside Services			
Invoice: 15052				15052	8568	09/30/2021		122121	20,396.56
				20,396.56 101700	551500	1" REPAIR 531 FAIRVIEW			
						Outside Services			
Invoice: 15099				15099	8569	10/31/2021		122121	2,773.30
				2,773.30 751700	551500	RPRS-MALIBU CANYON APTS			
						Outside Services			
								CHECK 102947 TOTAL:	44,453.77
102948	12/21/2021	PRTD	18651 TOYOTA-LIFT OF LOS A	PSI-0271459	8618	11/22/2021		122121	91.00
			Invoice: PSI-0271459			PM SERVICE-#304			
				91.00 701325	551500	Outside Services			
Invoice: PSI-0271838				PSI-0271838	8619	11/24/2021		122121	249.21
				249.21 701325	551500	PM SERVICE-#723			
						Outside Services			
Invoice: PSI-0273099				PSI-0273099	8620	11/30/2021		122121	163.67
				163.67 701325	551500	PM SERVICE-#134			
						Outside Services			

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
								CHECK 102948 TOTAL:	503.88
102949	12/21/2021	PRTD	19135 TRANSUNION RISK AND	974571/NOV'21	8626	12/01/2021		122121	246.00
			Invoice: 974571/NOV'21	246.00 701221	622000	NOV'21 BAD DEBT SRV			
						Outside Services		CHECK 102949 TOTAL:	246.00
102950	12/21/2021	PRTD	21252 TYLER TECHNOLOGIES,	045-358294	8505	10/22/2021		122121	4,200.00
			Invoice: 045-358294	4,200.00 701420	621500	ERP IMPLEMENTATION 10/12-10/14			
						Equip Maintenance		CHECK 102950 TOTAL:	4,200.00
102951	12/21/2021	PRTD	20935 US METRO GROUP, INC.	105046	8518	11/30/2021		122121	13,199.60
			Invoice: 105046	6,308.86 701001	551500	JANTRL SRV-NOV'21			
				2,725.27 701002	551500	Outside Services			
				1,021.78 751820	551800	Outside Services			
				1,520.56 751810	551800	Building Maintenance			
				208.54 101600	551800	Building Maintenance			
				1,414.59 751750	551800	Building Maintenance			
			Invoice: 105047	105047	8519	11/30/2021		122121	5,800.96
				2,175.36 701001	551500	DISINFECTING SRV-NOV'21			
				725.12 701002	551500	Outside Services			
				725.12 751820	551800	Outside Services			
				2,175.36 751810	551800	Building Maintenance			
						Building Maintenance		CHECK 102951 TOTAL:	19,000.56
102952	12/21/2021	PRTD	2780 VALLEY NEWS GROUP	11-11	8640	11/11/2021		122121	250.00
			Invoice: 11-11	250.00 701230	660400	AD-DROUGHT EMCGY-11/11			
						Public Education Programs			
			Invoice: 11-18	11-18	8641	11/18/2021		122121	250.00
				250.00 701230	660400	AD-DROUGHT EMCGY-11/18			
						Public Education Programs			
			Invoice: 11-25	11-25	8642	11/25/2021		122121	250.00
				250.00 701230	660400	AD-DROUGHT EMCGY-11/25			
						Public Education Programs		CHECK 102952 TOTAL:	750.00

A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC					
102953 12/21/2021 PRTD 21295 VERTICAL ELEVATOR SO 10142	8512	12/01/2021		122121	290.00
Invoice: 10142		NOV'21 ELEVATOR SRV			
145.00 701001 551500		Outside Services			
145.00 701002 551500		Outside Services			
			CHECK	102953 TOTAL:	290.00
102954 12/21/2021 PRTD 2436 VINCE BARNES AUTOMOT 025533	8469	11/09/2021		122121	1,976.37
Invoice: 025533		RPLC SOLENOID & SEAT TRACK-#902			
1,976.37 701325 551500		Outside Services			
Invoice: 025547	8470	11/17/2021		122121	543.20
543.20 701325 551500		SRV TRAN, RPLC BELTS, SRV-#901			
Invoice: 025565	8471	11/23/2021		122121	1,142.46
1,142.46 701325 551500		FUEL PUMP, SRV-#890			
Invoice: 025566	8498	11/23/2021		122121	99.80
99.80 701325 551500		OIL & FILTERS-#924			
Invoice: 025569	8499	11/29/2021		122121	102.81
102.81 701325 551500		OIL & FILTERS-#921			
Invoice: 025572	8500	11/30/2021		122121	349.20
349.20 701325 551500		SRV TRAN, OIL & FILTERS-#893			
			CHECK	102954 TOTAL:	4,213.84
	NUMBER OF CHECKS	60	*** CASH ACCOUNT TOTAL ***		682,886.52
	TOTAL PRINTED CHECKS	COUNT	AMOUNT		
		60	682,886.52		
			*** GRAND TOTAL ***		682,886.52

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296drosales

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
	EFF	DATE								LINE	DESC				
2022	6	176													
APP	701-200000	12/21/2021	122121	122121		Accounts Payable								140,004.99	
APP	999-100100	12/21/2021	122121	122121		AP CASH DISBURSEMENTS JOURNAL									682,886.52
APP	751-200000	12/21/2021	122121	122121		Cash-General								90,919.13	
APP	101-200000	12/21/2021	122121	122121		Accounts Payable								50,971.51	
APP	130-200000	12/21/2021	122121	122121		AP CASH DISBURSEMENTS JOURNAL								209,793.00	
APP	201-200000	12/21/2021	122121	122121		Accounts Payable								3,667.50	
APP	754-200000	12/21/2021	122121	122121		AP CASH DISBURSEMENTS JOURNAL								187,345.39	
APP	102-200000	12/21/2021	122121	122121		Accounts Payable								185.00	
						GENERAL LEDGER TOTAL								682,886.52	682,886.52
APP	999-207010	12/21/2021	122121	122121		Due to/Due FromInternal Svs								140,004.99	
APP	701-100100	12/21/2021	122121	122121		Cash-General									140,004.99
APP	999-207510	12/21/2021	122121	122121		Due to/Due FromJPA Operations								90,919.13	
APP	751-100100	12/21/2021	122121	122121		Cash-General									90,919.13
APP	999-201010	12/21/2021	122121	122121		Due to/Due Frm Potable Wtr Ops								50,971.51	
APP	101-100100	12/21/2021	122121	122121		Cash-General									50,971.51
APP	999-201300	12/21/2021	122121	122121		Due to/Due FrmSanitation Ops								209,793.00	
APP	130-100100	12/21/2021	122121	122121		Cash-General									209,793.00
APP	999-202010	12/21/2021	122121	122121		Due to/Due FrmPotable Wtr Cnst								3,667.50	
APP	201-150100	12/21/2021	122121	122121		Cash In Bank									3,667.50
APP	999-207540	12/21/2021	122121	122121		Due to/Due FromJPA Replacement								187,345.39	
APP	754-100100	12/21/2021	122121	122121		Cash-General									187,345.39
APP	999-201020	12/21/2021	122121	122121		Due to/Due Frm Rec1 Wtr Ops								185.00	
APP	102-100100					Cash-General									185.00

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL	ACCOUNT	DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	T	OB	DEBIT	CREDIT
EFF DATE	JNL	DESC	REF 1	REF 2	REF 3	LINE DESC					
12/21/2021	122121		122121				SYSTEM GENERATED ENTRIES TOTAL			682,886.52	682,886.52
							JOURNAL 2022/06/176 TOTAL			1,365,773.04	1,365,773.04

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 6	176	12/21/2021	Cash-General Accounts Payable	50,971.51	50,971.51
FUND TOTAL					50,971.51	50,971.51
102 Reclaimed Water Operations 102-100100 102-200000	2022 6	176	12/21/2021	Cash-General Accounts Payable	185.00	185.00
FUND TOTAL					185.00	185.00
130 Sanitation Operations 130-100100 130-200000	2022 6	176	12/21/2021	Cash-General Accounts Payable	209,793.00	209,793.00
FUND TOTAL					209,793.00	209,793.00
201 Potable Water Construction 201-150100 201-200000	2022 6	176	12/21/2021	Cash In Bank Accounts Payable	3,667.50	3,667.50
FUND TOTAL					3,667.50	3,667.50
701 Internal Service Fund 701-100100 701-200000	2022 6	176	12/21/2021	Cash-General Accounts Payable	140,004.99	140,004.99
FUND TOTAL					140,004.99	140,004.99
751 JPA Operations 751-100100 751-200000	2022 6	176	12/21/2021	Cash-General Accounts Payable	90,919.13	90,919.13
FUND TOTAL					90,919.13	90,919.13
754 JPA Replacement 754-100100 754-200000	2022 6	176	12/21/2021	Cash-General Accounts Payable	187,345.39	187,345.39
FUND TOTAL					187,345.39	187,345.39
999 Pooled Cash 999-100100 999-201010 999-201020 999-201300 999-202010 999-207010	2022 6	176	12/21/2021	Cash-General Due to/Due Frm Potable Wtr Ops Due to/Due Frm Recl Wtr Ops Due to/Due Frm Sanitation Ops Due to/Due Frm Potable Wtr Cnst Due to/Due From Internal Svs	50,971.51 185.00 209,793.00 3,667.50 140,004.99	682,886.52

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
999-207510				Due to/Due FromJPA Operations	90,919.13	
999-207540				Due to/Due FromJPA Replacement	187,345.39	
				FUND TOTAL	682,886.52	682,886.52

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		50,971.51
102	Reclaimed Water Operations		185.00
130	Sanitation Operations		209,793.00
201	Potable Water Construction		3,667.50
701	Internal Service Fund		140,004.99
751	JPA Operations		90,919.13
754	JPA Replacement		187,345.39
999	Pooled Cash		
		682,886.52	
TOTAL		682,886.52	682,886.52

** END OF REPORT - Generated by Debbie Rosales **

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102955	12/28/2021	PRTD	30244 24105 HIDDEN RIDGE L	086438	8703	12/28/2021		122821	141.08
			Invoice: 086438						
				141.08 101	230500	RFND BAL-CLOSED A/C Deposit Refd Clearing-Billing			
								CHECK 102955 TOTAL:	141.08
102956	12/28/2021	PRTD	17077 AECOM USA, INC.	2000565148	8629	11/24/2021		122821	1,815.31
			Invoice: 2000565148						
				1,815.31		P/E 10/29-DSGN SRV-TAPIA EFFLNT			
					E CIP10696 .NON-LABOR . 754440 900000	Capital Asset Expenses			
								CHECK 102956 TOTAL:	1,815.31
102957	12/28/2021	PRTD	19264 ARNOLD LAROCHELLE MA	4586	8690	12/07/2021		122821	400.00
			Invoice: 4586						
				400.00 751840	687200	JPA COUNSEL SRV-NOV'21 Outside Services			
								CHECK 102957 TOTAL:	400.00
102958	12/28/2021	PRTD	2869 AT&T	2043/120721	8610	12/07/2021		122821	409.41
			Invoice: 2043/120721						
				409.41 101100	540520	SVCS 12/7/21-1/6/22 Telephone			
			Invoice: 2045/120721						
				197.39 101100	540520	SVCS 12/7/21-1/6/22 Telephone		122821	197.39
			Invoice: 0123/120721						
				67.70 101300	540520	SVCS 12/7/21-1/6/22 Telephone		122821	67.70
			Invoice: 0124/120721						
				33.34 101207	540520	SVCS 12/7/21-1/6/22 Telephone		122821	33.34
								CHECK 102958 TOTAL:	707.84
102959	12/28/2021	PRTD	20424 AT&T (U-VERSE INTERN	5778/121021	8677	12/10/2021		122821	90.24
			Invoice: 5778/121021						
				90.24 751820	540520	INTERNET SVCS 12/11/21-1/10/22 Telephone			
								CHECK 102959 TOTAL:	90.24
102960	12/28/2021	PRTD	16253 AT&T MOBILITY	992789332X12112021	8535	12/03/2021		122821	5,275.77
			Invoice: 992789332X12112021						
				43.23 101300	540520	SRV 11/4/21-12/3/21 Telephone			

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
				279.30 701122	540520				Telephone
				56.10 701220	540520				Telephone
				178.82 701221	540520				Telephone
				444.49 701222	540520				Telephone
				40.09 701223	540520				Telephone
				43.23 701230	540520				Telephone
				33.11 701320	540520				Telephone
				344.16 701321	540520				Telephone
				154.66 701322	540520				Telephone
				824.77 701224	540520				Telephone
				36.85 701325	540520				Telephone
				119.36 701326	540520				Telephone
				43.23 701330	540520				Telephone
				1,540.62 701331	540520				Telephone
				32.90 701340	540520				Telephone
				37.54 701350	540520				Telephone
				43.23 701410	540520				Telephone
				739.80 701420	540520				Telephone
				43.23 751750	540520				Telephone
				120.11 751810	540520				Telephone
				76.94 751820	540520				Telephone
								CHECK 102960 TOTAL:	5,275.77
102961	12/28/2021	PRTD	18071 BLUE DIAMOND MATERIA	2555938	8667	12/08/2021		122821	168.61
			Invoice: 2555938						
				168.61 101700	551000	3.02 TON A/C 3/8 FINE			Supplies/Material
								CHECK 102961 TOTAL:	168.61
102962	12/28/2021	PRTD	20655 CANNON CORPORATION	78536	8630	12/02/2021		122821	1,047.50
			Invoice: 78536						
				1,047.50 101100	551500	P/E 11/30-LV2PUMP UPGRD			Outside Services
								CHECK 102962 TOTAL:	1,047.50
102963	12/28/2021	PRTD	30240 CLARKE CONSTRUCTION	087785	8699	12/28/2021		122821	272.28
			Invoice: 087785						
				272.28 101	230500	RFND BAL-CLOSED A/C			Deposit Refd Clearing-Billing
								CHECK 102963 TOTAL:	272.28
102964	12/28/2021	PRTD	11330 DIAL SECURITY	414594	8538	12/01/2021		122821	355.00
			Invoice: 414594						
				355.00 701001	551500	12/21 SEC SRV-HQ			Outside Services
				414595	8539	12/01/2021		122821	271.00
			Invoice: 414595			12/21 SEC SRV-TAPIA			

A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE	DOCUMENT	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC						
271.00 751810	551800					
					Building Maintenance	
Invoice: 414597	414597	8541	12/01/2021	122821	35.00	
	35.00 751830	551500	12/21 SEC SRV-RLV FARM			
			Outside Services			
Invoice: 414598	414598	8542	12/01/2021	122821	125.00	
	125.00 101600	551800	12/21 SEC SRV-WLK			
			Building Maintenance			
Invoice: 414599	414599	8543	12/01/2021	122821	35.00	
	35.00 101600	551800	12/21 SEC SRV-WLK P/S			
			Building Maintenance			
Invoice: 414600	414600	8544	12/01/2021	122821	147.00	
	147.00 701001	551500	12/21 SEC SRV-IT ROOM			
			Outside Services			
Invoice: 414602	414602	8546	12/01/2021	122821	114.00	
	114.00 701002	551500	12/21 SEC SRV-OPS			
			Outside Services			
Invoice: 414603	414603	8547	12/01/2021	122821	55.00	
	55.00 751750	551500	12/21 FIRE MONITORING-BD1			
			Outside Services			
			CHECK	102964 TOTAL:	1,137.00	
102965 12/28/2021 PRTD	20685 DOCUMENT SYSTEMS INC	181761	8691	12/07/2021	122821	158.67
Invoice: 181761						
	158.67 701420	621500	CANON MAINT & OVERAGE	12/9/21-1/8/22		
			Equip Maintenance			
			CHECK	102965 TOTAL:	158.67	
102966 12/28/2021 PRTD	3515 DWYER INSTRUMENTS, I	05174326	8711	11/22/2021	122821	64.25
Invoice: 05174326						
	64.25 751820	551000	DIFFERENTIAL PRESSURE GAUGE			
			Supplies/Material			
			CHECK	102966 TOTAL:	64.25	
102967 12/28/2021 PRTD	4943 ENVICOM CORPORATION	0016985	8635	11/30/2021	122821	144.20
Invoice: 0016985						
	144.20		P/E 11/25-JPA SOLAR PH 2			
		E CIP10688 .NON-LABOR .				
	754440 900000		Capital Asset Expenses			
			CHECK	102967 TOTAL:	144.20	

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102968	12/28/2021	PRTD	30243 MICHELLE FAN-PORT	073001	8702	12/28/2021		122821	59.08
			Invoice: 073001	59.08	101 230500	RFND BAL-CLOSED A/C Deposit Refd Clearing-Billing			
								CHECK 102968 TOTAL:	59.08
102969	12/28/2021	PRTD	19397 FIRST CHOICE SERVICE	423232	8685	12/07/2021		122821	164.06
			Invoice: 423232	164.06	701410 620000	12/21 COFFEE SRV-HQ Forms, Supplies And Postage			
			Invoice: 423233	66.08	701410 620000	12/21 COFFEE SRV-OPS Forms, Supplies And Postage			66.08
			Invoice: 423234	47.10	701410 620000	12/21 COFFEE SRV-RLV Forms, Supplies And Postage			47.10
			Invoice: 423235	73.08	701410 620000	12/21 COFFEE SRV-TAPIA Forms, Supplies And Postage			73.08
								CHECK 102969 TOTAL:	350.32
102970	12/28/2021	PRTD	7421 HAMNER, JEWELL AND A	201320	8634	12/08/2021		122821	1,218.75
			Invoice: 201320	1,218.75		P/E 11/30-EMGCY GENERATORS			
					E CIP10672 .NON-LABOR .				
					301440 900000	Capital Asset Expenses			
								CHECK 102970 TOTAL:	1,218.75
102971	12/28/2021	PRTD	4525 HARRINGTON INDUSTRIA	005D4641	8716	12/07/2021		122821	103.53
			Invoice: 005D4641	103.53	751810 541000	1/2" FUSION SOCKET Supplies/Material			
								CHECK 102971 TOTAL:	103.53
102972	12/28/2021	PRTD	21609 IWATER, INC.	9249	8658	12/01/2021		122821	2,500.00
			Invoice: 9249	2,500.00		INFAMAP FIELD & MGR MAINT			
					E CIP10735 .NON-LABOR .				
					301440 900000	Capital Asset Expenses			
								CHECK 102972 TOTAL:	2,500.00

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102973	12/28/2021	PRTD	2997 J G TUCKER & SONS	16615	8717	10/22/2021		122821	586.04
			Invoice: 16615	586.04 101600	551000	AMMONIA CALIBRATION KIT Supplies/Material			
								CHECK 102973 TOTAL:	586.04
102974	12/28/2021	PRTD	2611 LA DWP	017698/121421	8674	12/14/2021		122821	49.14
			Invoice: 017698/121421	49.14 101700	540510	RECTIFIER 11/12/21-12/14/21 Energy			
			Invoice: 503850/121521	503850/121521	8675	12/15/2021		122821	43.68
				43.68 101700	540510	RECTIFIER 11/15/21-12/15/21 Energy			
			Invoice: 875698/121521	875698/121521	8676	12/15/2021		122821	10,058.79
				10,058.79 101106	540510	TWIN LAKES P/S 11/11/21-12/15/21 Energy			
								CHECK 102974 TOTAL:	10,151.61
102975	12/28/2021	PRTD	30241 DAVID LOFTON	070991	8700	12/28/2021		122821	118.94
			Invoice: 070991	118.94 101	230500	RFND BAL-CLOSED A/C Deposit Refd Clearing-Billing			
								CHECK 102975 TOTAL:	118.94
102976	12/28/2021	PRTD	14322 MILES CHEMICAL COMPA	644173	8659	12/08/2021		122821	244.64
			Invoice: 644173	244.64 751750	541000	53 GAL HYPOCHLORITE Supplies			
			Invoice: 643495	643495	8660	12/07/2021		122821	572.97
				572.97 751750	541000	306 LBS CITRIC ACID Supplies			
								CHECK 102976 TOTAL:	817.61
102977	12/28/2021	PRTD	2302 OFFICE DEPOT	211586352001	8637	12/02/2021		122821	25.61
			Invoice: 211586352001	25.61 701410	620000	PENS Forms, Supplies And Postage			
			Invoice: 21579523002	21579523002	8638	12/03/2021		122821	43.78
				43.78 701410	620000	BINDING COVERS Forms, Supplies And Postage			
								CHECK 102977 TOTAL:	69.39

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102978	12/28/2021	PRTD	16372 OLIN CORPORATION	3000049788	8661	12/02/2021		122821	4,684.67
			Invoice: 3000049788	4,684.67	751810	541014	4,876 GAL HYPOCHLORITE Sodium Hypochlorite		
			Invoice: 3000051971	3000051971		8662	12/09/2021	122821	4,753.85
				4,753.85	751810	541014	4,948 GAL HYPOCHLORITE Sodium Hypochlorite		
							CHECK	102978 TOTAL:	9,438.52
102979	12/28/2021	PRTD	8506 PADRE ASSOCIATES, IN	2021-2329	8632	12/07/2021		122821	297.50
			Invoice: 2021-2329	297.50			P/E 11/30 SOLAR BTTRY CEQA DOC		
							E CIP10767 .NON-LABOR .		
							754440 900000 Capital Asset Expenses		
			Invoice: 2021-2330	2021-2330		8633	12/07/2021	122821	75.00
				75.00			TAPIA WRF-FLOW AUGMTN		
							E CIP10619 .NON-LABOR .		
							754440 900000 Capital Asset Expenses		
							CHECK	102979 TOTAL:	372.50
102980	12/28/2021	PRTD	3110 GLEN PETERSON	36	8684	12/06/2021		122821	1,980.00
			Invoice: 36	1,980.00	701112	651600	MWD REP FEES-NOV'21 Other Professional Serv		
							CHECK	102980 TOTAL:	1,980.00
102981	12/28/2021	PRTD	17295 QUADIENT LEASING USA	N9170563	8678	12/08/2021		122821	1,069.15
			Invoice: N9170563	1,069.15	701410	620500	MAIL MACHINE PMT 10/9/21-1/8/22 Equip Rental		
							CHECK	102981 TOTAL:	1,069.15
102982	12/28/2021	PRTD	18505 RAFTELIS FINANCIAL C	21096	8656	10/13/2021		122821	8,550.00
			Invoice: 21096	8,550.00			P/E 9/30-PWP FIN ANALYSIS		
							E CIP10635 .NON-LABOR .		
							754440 900000 Capital Asset Expenses		
			Invoice: 21386	21386		8657	11/10/2021	122821	3,705.00
				3,705.00			P/E 10/31-PWP FIN ANALYSIS		
							E CIP10635 .NON-LABOR .		
							754440 900000 Capital Asset Expenses		

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
								CHECK 102982 TOTAL:	12,255.00
102983	12/28/2021	PRTD	17174 ROTH STAFFING COMPAN	14113469	8695	12/10/2021		122821	1,064.00
			Invoice: 14113469	1,064.00	701221	622000	TEMP SRV 11/29-12/3-P.S. Outside Services		
								CHECK 102983 TOTAL:	1,064.00
102984	12/28/2021	PRTD	2941 SIERRA TOWING	108386	8710	12/01/2021		122821	95.00
			Invoice: 108386	95.00	101700	551500	TOWING SERVICE Outside Services		
								CHECK 102984 TOTAL:	95.00
102985	12/28/2021	PRTD	2948 SMITH PIPE & SUPPLY	3834419	8714	12/01/2021		122821	1,509.64
			Invoice: 3834419	1,509.64	101200	541000	30 GAL ROUNDUP PRO MAX Supplies/Material		
								CHECK 102985 TOTAL:	1,509.64
102986	12/28/2021	PRTD	20648 STANTEC CONSULTING S	1863743	8631	12/07/2021		122821	5,010.15
			Invoice: 1863743	5,010.15			P/E 12/3-TWRF COMP STUDY		
							E CIP10619 .NON-LABOR . Capital Asset Expenses		
							754440 900000		
								CHECK 102986 TOTAL:	5,010.15
102987	12/28/2021	PRTD	2969 STATE WATER RESOURCE WD-0190206		8704	12/08/2021		122821	109,763.00
			Invoice: WD-0190206	109,763.00	751830	542000	PRMT-RLF FARM ID#310002 FY 21-22 Permits and Fees		
			Invoice: WD-0191954	17,834.00	751810	542000	8705 12/08/2021 PRMT FEE-JPA SWR ID#10460 FY 21-22 Permits and Fees	122821	17,834.00
								CHECK 102987 TOTAL:	127,597.00
102988	12/28/2021	PRTD	12149 THATCHER CO. OF CALI	2021400101548	8666	12/07/2021		122821	6,631.45
			Invoice: 2021400101548	6,631.45	751810	541011	45,020 LBS SODIUM BISULFITE Sodium Bisulfite		
								CHECK 102988 TOTAL:	6,631.45

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
102989	12/28/2021	PRTD	19681 THE PUN GROUP, LLP	113176	8696	11/30/2021		122821	4,936.00
			Invoice: 113176	4,936.00	701410	651700	FINAL-AUDIT LV 20/21 Audit Fees		
			Invoice: 113177	113177	701410	651700	8697 11/30/2021 FINAL-AUDIT LV/JPA 20/21 Audit Fees	122821	6,000.00
				6,000.00	701410	651700		CHECK 102989 TOTAL:	10,936.00
102990	12/28/2021	PRTD	21599 THE ROVISYS COMPANY	72512	8694	12/07/2021		122821	2,776.55
			Invoice: 72512	2,776.55	751300	570000	P/E 11/30-SCADA UPDATE-HQ SCADA Services		
								CHECK 102990 TOTAL:	2,776.55
102991	12/28/2021	PRTD	17645 TORO ENTERPRISES INC	15145	8651	11/30/2021		122821	9,229.14
			Invoice: 15145	9,229.14	101700	541500	SRV INSTALL-2000 ENCINAL CYN Outside Services		
			Invoice: 15162	15162	101700	541500	8652 11/30/2021 SRV INSTALL 3525 ENCINAL CYN Outside Services	122821	16,432.17
			Invoice: 15163	16,432.17	101700	541500	8653 11/30/2021 SRV INSTALL 3200 ENCINAL CYN Outside Services	122821	18,189.57
			Invoice: 14907R2	15163	101700	541500	8654 09/30/2021 BACKFLOW REPLACE-MERCEDES Outside Services	122821	4,710.02
			Invoice: 15137	14907R2	701224	551500	8655 12/07/2021 P/E 11/30 TWIN LAKES VALV REPLC Outside Services	122821	13,994.35
			Invoice: 15114	15137	101100	551500	8672 10/31/2021 RLV RECYCLE BUCKET REPAIR Outside Services	122821	9,936.00
				15114	751820	551500		CHECK 102991 TOTAL:	72,491.25
102992	12/28/2021	PRTD	30055 U.S. BANK NATIONAL A	RTN#9/10556	8536	11/23/2021		122821	10,425.27
			Invoice: RTN#9/10556	10,425.27	201	201000	RTN#9 SULLY MILLER A/C 267520000 Contract Retainage		

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
								CHECK 102992 TOTAL:	10,425.27
102993	12/28/2021	PRTD	21462 UNIVERSITY OF S CA F	18649	8715	12/06/2021		122821	1,000.00
	Invoice: 18649								
				1,000.00 701122	710500	ANNL MBRSHP 1/1/22-12/31/22			
						Dues, Subsc & Memberships			
								CHECK 102993 TOTAL:	1,000.00
102994	12/28/2021	PRTD	2780 VALLEY NEWS GROUP	11-25-21	8712	11/25/2021		122821	280.00
	Invoice: 11-25-21								
				280.00 701122	650500	LEGAL AD-RESOLTN 2601			
						Legal Advertising			
								CHECK 102994 TOTAL:	280.00
102995	12/28/2021	PRTD	2780 VALLEY NEWS GROUP	12-2	8713	12/02/2021		122821	250.00
	Invoice: 12-2								
				250.00 701230	660400	AD-REDUCE OUTDOOR USE-12/2			
						Public Education Programs			
								CHECK 102995 TOTAL:	250.00
102996	12/28/2021	PRTD	21643 VALLEY SOIL, INC.	26718	8683	12/05/2021		122821	6,356.00
	Invoice: 26718								
				6,356.00 101800	670900	10/24-11/17 METER INSTALLS			
						Res. ET Irrigation Controller			
								CHECK 102996 TOTAL:	6,356.00
102997	12/28/2021	PRTD	18604 VENTURA PEST CONTROL	796588	8670	12/07/2021		122821	575.00
	Invoice: 796588								
				90.00 101200	551500	PEST CONTROL-DEC'21			
				45.00 101600	551500	Outside Services			
				50.00 701002	551500	Outside Services			
				37.50 751820	551500	Outside Services			
				50.00 701001	551500	Outside Services			
				87.50 751200	551500	Outside Services			
				100.00 751810	551500	Outside Services			
				40.00 751100	551500	Outside Services			
				75.00 751830	551500	Outside Services			
				796661	8671	12/07/2021		122821	55.00
	Invoice: 796661								
				55.00 101600	551500	GOPHER SRV-WLK-DEC'21			
						Outside Services			
								CHECK 102997 TOTAL:	630.00

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	DOCUMENT	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC										
102998	12/28/2021	PRTD	3035 VWR SCIENTIFIC	8806895893	8706	12/02/2021		122821	437.29	
	Invoice: 8806895893			437.29 701341	551000	GRADUATED CYLINDERS Supplies/Material				
	Invoice: 8806912441			8806912441	8707	12/03/2021		122821	63.03	
				63.03 701341	551000	SCREW CAPS Supplies/Material				
	Invoice: 8806930529			8806930529	8708	12/06/2021		122821	82.39	
				82.39 701341	551000	WEIGHT BOATS Supplies/Material				
	Invoice: 8806925381			8806925381	8709	12/06/2021		122821	283.20	
				283.20 701341	551000	VOLUMETRIC TRANSFER PIPETS Supplies/Material				
								CHECK	102998 TOTAL:	865.91
102999	12/28/2021	PRTD	19685 W. LITTEN INC.	21051	8639	12/13/2021		122821	6,904.00	
	Invoice: 21051			6,904.00 751810	678800	SPRAYFIELD 12/6-12/10 District Sprayfield				
								CHECK	102999 TOTAL:	6,904.00
103000	12/28/2021	PRTD	30206 WATER SYSTEMS CONSUL	6220	8636	11/30/2021		122821	2,082.50	
	Invoice: 6220			2,082.50 701230	660400	P/E 11/30-PWP EVENT PLANNING Public Education Programs				
								CHECK	103000 TOTAL:	2,082.50
103001	12/28/2021	PRTD	4830 WEST COAST ROTOR	29727	8668	12/08/2021	22100129	122821	11,704.00	
	Invoice: 29727			11,704.00 751810	551000	REBUILD MOYNO SLUDGE PUMP Supplies/Material				
								CHECK	103001 TOTAL:	11,704.00

A/P CASH DISBURSEMENTS JOURNAL

NUMBER OF CHECKS 47 *** CASH ACCOUNT TOTAL *** 321,121.91

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	47	321,121.91

*** GRAND TOTAL *** 321,121.91

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296drosales

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2022	6	230													
APP	101-200000			12/28/2021	122821		122821				Accounts Payable			79,452.08	
											AP CASH DISBURSEMENTS JOURNAL				
APP	999-100100			12/28/2021	122821		122821				Cash-General				321,121.91
											AP CASH DISBURSEMENTS JOURNAL				
APP	754-200000			12/28/2021	122821		122821				Accounts Payable			19,597.16	
											AP CASH DISBURSEMENTS JOURNAL				
APP	751-200000			12/28/2021	122821		122821				Accounts Payable			177,404.43	
											AP CASH DISBURSEMENTS JOURNAL				
APP	701-200000			12/28/2021	122821		122821				Accounts Payable			30,524.22	
											AP CASH DISBURSEMENTS JOURNAL				
APP	301-200000			12/28/2021	122821		122821				Accounts Payable			3,718.75	
											AP CASH DISBURSEMENTS JOURNAL				
APP	201-200000			12/28/2021	122821		122821				Accounts Payable			10,425.27	
											AP CASH DISBURSEMENTS JOURNAL				
											GENERAL LEDGER TOTAL			321,121.91	321,121.91
APP	999-201010			12/28/2021	122821		122821				Due to/Due Frm Potable Wtr Ops			79,452.08	
											Cash-General				79,452.08
APP	101-100100			12/28/2021	122821		122821				Due to/Due FromJPA Replacement			19,597.16	
											Cash-General				19,597.16
APP	999-207540			12/28/2021	122821		122821				Due to/Due FromJPA Operations			177,404.43	
											Cash-General				177,404.43
APP	754-100100			12/28/2021	122821		122821				Due to/Due FromInternal Svs			30,524.22	
											Cash-General				30,524.22
APP	701-100100			12/28/2021	122821		122821				Due to/Due FrmPotable Wtr Repl			3,718.75	
											Cash-General				3,718.75
APP	999-203010			12/28/2021	122821		122821				Due to/Due FrmPotable Wtr Cnst			10,425.27	
											Cash In Bank				10,425.27
APP	301-100100			12/28/2021	122821		122821				SYSTEM GENERATED ENTRIES TOTAL			321,121.91	321,121.91
											JOURNAL 2022/06/230 TOTAL			642,243.82	642,243.82

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 6	230	12/28/2021	Cash-General Accounts Payable	79,452.08	79,452.08
FUND TOTAL					79,452.08	79,452.08
201 Potable Water Construction 201-150100 201-200000	2022 6	230	12/28/2021	Cash In Bank Accounts Payable	10,425.27	10,425.27
FUND TOTAL					10,425.27	10,425.27
301 Potable wtr Replacement Fund 301-100100 301-200000	2022 6	230	12/28/2021	Cash-General Accounts Payable	3,718.75	3,718.75
FUND TOTAL					3,718.75	3,718.75
701 Internal Service Fund 701-100100 701-200000	2022 6	230	12/28/2021	Cash-General Accounts Payable	30,524.22	30,524.22
FUND TOTAL					30,524.22	30,524.22
751 JPA Operations 751-100100 751-200000	2022 6	230	12/28/2021	Cash-General Accounts Payable	177,404.43	177,404.43
FUND TOTAL					177,404.43	177,404.43
754 JPA Replacement 754-100100 754-200000	2022 6	230	12/28/2021	Cash-General Accounts Payable	19,597.16	19,597.16
FUND TOTAL					19,597.16	19,597.16
999 Pooled Cash 999-100100 999-201010 999-202010 999-203010 999-207010 999-207510 999-207540	2022 6	230	12/28/2021	Cash-General Due to/Due Frm Potable Wtr Ops Due to/Due FrmPotable wtr Cnst Due to/Due FrmPotable wtr Repl Due to/Due FromInternal Svs Due to/Due FromJPA Operations Due to/Due FromJPA Replacement	79,452.08 10,425.27 3,718.75 30,524.22 177,404.43 19,597.16	321,121.91
FUND TOTAL					321,121.91	321,121.91

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		79,452.08
201	Potable Water Construction		10,425.27
301	Potable Wtr Replacement Fund		3,718.75
701	Internal Service Fund		30,524.22
751	JPA Operations		177,404.43
754	JPA Replacement		19,597.16
999	Pooled Cash		
		321,121.91	
TOTAL		321,121.91	321,121.91

** END OF REPORT - Generated by Debbie Rosales **



MWD
METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA
 700 North Alameda Street
 Los Angeles, CA, 90012-2944

INVOICE

Billed To:
 Las Virgenes Municipal Water District



Service Address
 4232 Las Virgenes Road
 Calabasas, CA 91302

October 2021	Page No. 1 of 1
Mailed: 11/10/2021	Due Date: 12/29/2021
Invoice Number: 10591	Revision: 0

NOTICE

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

DELIVERIES	Volume (AF)
Total Water Treated Delivered	1,664.5
Total Water Untreated Delivered	

SALES	Type	Volume (AF)	Rate (\$ /AF)	Total (\$)
Full Service	Tier 1 Supply Rate	1,664.5	\$243.00	\$404,473.50
	System Access Rate	1,664.5	\$373.00	\$620,858.50
	System Power Rate	1,664.5	\$161.00	\$267,984.50
	Treatment Surcharge	1,664.5	\$327.00	\$544,291.50
SUBTOTAL				\$1,837,608.00

OTHER CHARGES AND CREDITS	Rate (\$ /AF)	
Capacity Charge(Payment Schedule: M)	\$40,927.50	
Readiness To Serve Charge(Payment Schedule: M)	\$115,968.00	
Miscellaneous Debit/Credit (See Detail)	\$946.95	
SUBTOTAL		\$157,842.45

ADDITIONAL INFORMATION	Volume (AF)	Tier1 %	Peak Day	Flow (CFS)
Capacity Charge			8/9/2018	45.9
Purchase Order Firm Delivery To Date (Jan 2015 to Dec 2024)	135,226.3			
Tier 1 Annual Limit (For Current Calendar Year)	24,359.0			
Tier 1 YTD Deliveries (For Current Calendar Year)	18,124.2	74.4		
Tier 1 Current Month Deliveries	1,664.5			
Purchase Order Commitment (Jan 2015 to Dec 2024)	162,390.0			

INVOICE TOTAL	Volume AF	Amount Now Due
	1,664.5	\$1,995,450.45

Approved For Payment

D. Johnson 11/15/21

Darrell Johnson

Approved for Payment

John Zhao 11/16/21

John Zhao

Approved for Payment

David W. Pedersen

David W. Pedersen, P.E.

11/16/21



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

MINUTES
REGULAR MEETING

9:00 AM

December 21, 2021

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Oliver Slosser.

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. Josie Guzman, Clerk of the Board, conducted the roll call.

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

Absent: None

Staff Present: John Zhao, Acting General Manager/Director of Facilities and Operations
Joe McDermott, Director of Engineering and External Affairs
Don Patterson, Director of Finance and Administration
Josie Guzman, Clerk of the Board
Wayne Lemieux, District Counsel (via teleconference)

2. APPROVAL OF AGENDA AND APPROVAL OF FINDINGS OF RESOLUTION NO. 2603 (AB 361) REGARDING USE OF TELECONFERENCING

Director Caspary moved to approve the agenda and findings of Resolution No. 2603 (AB

361) regarding use of teleconferencing. Motion seconded by Director Polan. Motion carried unanimously by roll call vote.

3. PUBLIC COMMENTS

Carey Peck addressed his previous request for the Board to consider the provision of a will serve letter and financial relief for upgrading the water meter on his property in order to rebuild his house, which was destroyed in the Woolsey Fire. He noted that it was discovered that the water meter that he believed was assigned to him 30 years ago was actually assigned to someone else. He stated that he paid for the new water meter, and he asked the Board to consider providing him financial relief to upgrade his water meter. He stated that he was hoping to begin rebuilding in January, and he was waiting on receiving the plan approval for the foundation. John Zhao, Acting General Manager/Director of Facilities and Operations, noted that staff was continuing to search the District's records and would continue to work with Mr. Peck.

Steve Hopwood, representing Mont Calabastas HOA, accompanied by Paul Spencer, Jesse Hooker, and Glen Kulik, stated that he was present to address a claim that he filed on behalf of the HOA for damages to the HOA's front entry gate due to a pressure regulator that had burst. John Zhao, Acting General Manager/Director of Facilities and Operations, noted that an item regarding this matter was on the agenda as Closed Session Item 13C.

Paul Spencer stated that the amount of settling caused by water that leaked into the ground could potentially cause pothole sinkage, and he asked the Board to expedite the claim process. Mr. Hopwood added that a temporary repair was done with a hot patch, and he expressed concern with potential damage to vehicles and safety issues.

Jesse Hooker stated that the HOA's insurance adjustor would provide a determination based on insurance coverage. He also stated that he prepared the damage estimate based on insurance industry standards using Xactimate software.

4. CONSENT CALENDAR

Director Polan pulled Item 4D for discussion.

- A List of Demands: December 21, 2021: Receive and file**
- B Minutes Regular Meeting of November 2, 2021: Approve**
- C Directors' Per Diem – November 2021: Ratify**

Director Polan moved to approve Consent Calendar Items 4A, 4B, and 4C. Motion seconded by Director Renger. Motion carried unanimously by roll call vote.

4. CONSENT CALENDAR – SEPARATE ACTION ITEM

- D CIS Software: Annual Support and Maintenance Agreement**

Authorize the General Manager to execute an annual support and maintenance agreement with Advanced Utility Systems, in the amount of \$81,390.97, plus applicable taxes, for the District's Customer Information System software.

Ivo Nkwenji, Information Systems Manager, responded to questions regarding security and encryption of personal information in the CIS software.

Joe McDermott, Director of Engineering and External Affairs, responded to a question regarding satisfaction with the services provided by the vendor. Darrell Johnson, Water Systems Manager, added that staff expanded the use of the CIS software program.

Director Polan moved to approve Item 4D. Motion seconded by Director Renger. Motion carried unanimously by roll call vote.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A MWD Representative Report

Glen Peterson, MWD Representative, reported that the MWD Board amended the Capital Improvement Plan to include projects that would improve water supply reliability in the Rialto Pipeline services area; awarded a contract to upgrade the domestic water treatment systems at the five Colorado River Aqueduct pumping plants; authorized the General Manager to enter into the 500+ Plan Memorandum of Understanding to facilitate near-term actions necessary to maintain the elevation of water in Lake Mead; authorized the General Manager to enter into agreements to purchase water, lease groundwater return capacity, exchange water, and to convey water in the State Water Project facilities; adopted a resolution to support an application with the California Department of Water Resources (DWR) for supplemental grant funds for regional water conservation efforts; retained current procedural rules with amendments to the Administrative Code to provide that a parliamentary ruling by the Chair of a committee or the MWD Board may be overruled by a majority vote; and inducted new Director Lois Fong-Sakai from the San Diego County Water Authority. He addressed concerns regarding MWD's efforts to supply water to the District, and noted that the sizing of the connection from the Colorado River to the District was set at 50 cubic feet per second (CFS) in the early 1960s. He also noted that it was known at that time that the State Water Project would be built. He stated that resizing the connection from the Colorado River would be difficult due to having to go through various communities, and connecting over the Sepulveda Pass would be very expensive due to pumping and electrical costs. He also stated that in the past MWD had programs to store water, such as in the Las Posas Basin; however, the water from the basin was of very poor quality. He noted that other MWD programs included water storage in the Arvin Edison Water Storage District, Semitropic Water Storage District, and Kern Delta Water District; however, there was concern with the water being suitable for drinking. He stated that MWD contracted for 75,000 acre-feet of storage in the Antelope Valley, and noted that the water could be delivered by being placed into the east branch, into the west branch, or placed into the Los Angeles Aqueduct. He presented the Northern Sierra Precipitation: 8-Station Index and stated that water levels were well above average. He also stated that Lake Oroville would need to spill water for flood control purposes

should the state experience five atmospheric rivers. He explained that a zero percent allocation from the State Water Project meant that the DWR was being conservative. He stated that six to eight feet of snow was expected in the Northern Sierras in the coming week, and water was available in storage. He responded to a question regarding whether the State Water Project allocation would be revisited by stating that the DWR usually revisits the allocation monthly after conducting snow studies.

Board President Lewitt noted that the District imported 100 percent of its water from the State Water Project and received very little water from the Colorado River. He also noted that the District's ratepayers contribute towards the cost of Diamond Valley Lake and infrastructure for Colorado River water. He suggested investigating whether the District could have long-term access to Colorado River water.

Mr. Peterson noted that the water in Diamond Valley Lake was from the State Water Project. He stated that there were several new water source projects, such as the Los Angeles Department of Water and Power Project NEXT which would build a pipeline from the Hyperion Water Reclamation Plant to the Joseph Jensen Water Treatment Plant and which would be a better project than building an isolated water line for potable water.

A discussion ensued regarding asking MWD Assistant General Manager/Chief Operating Officer Deven Upadhyay to provide a presentation regarding options for water supply from the State Water Project and the Colorado River. A discussion also ensued regarding asking Curt Schmutte from MWD provide an update on the Sacramento-San Joaquin River Delta.

B Legislative and Regulatory Updates

Joe McDermott, Director of Engineering and External Affairs, noted that a copy of a comment letter to the State Water Resources Control Board requesting modification to the Drought Conservation Emergency Regulation was provided to the Board. He stated that the comment letter requested not prohibiting the use of an existing irrigation system to irrigate trees located in medians and parkways, and instead focus on eliminating excess runoff from medians and parkways. He reported that staff was working with Best Best & Krieger LLP, the District's lobbying firm, to send a letter to the District's delegation in Washington D.C. to ensure they were aware that the District was dependent on the State Water Project for its water source. He noted that H.R. 3684 Bipartisan Infrastructure Plan included a Buy America provision, and stated that there was concern with the current breakdown in the supply chain and the price of materials and supplies. He also stated that staff was contemplating sending letters expressing concern to the District's delegation in Washington D.C. and to federal agencies that distribute grant funding and loans.

C Drought and Water Supply Conditions Update: Receive and file

Joe McDermott, Director of Engineering and External Affairs, presented the report. He noted that the Northern Sierras Precipitation: 8-Station Index had increased to 23 percent due to recent storms. He also noted that Lake Oroville was at 33 percent of normal. He

stated that another 450,000 acre-feet of water would be needed in Lake Oroville before the Department of Water Resources (DWR) would reconsider the State Water Project allocation. He also stated that the DWR would release an allocation study on January 5, 2022. He reported that the MWD Managers Meeting was held on December 17th, where they discussed Human Health and Safety Supplies (HHS), which would provide minimum water supplies to the District for human health and safety purposes of 55 gallons per person per day. He stated that provision of HHS prohibit outdoor water use. He noted that several coordination meetings with State Water Project purveyors would be held in the coming months to discuss HHS impacts to customers.

John Zhao, Acting General Manager/Director of Facilities and Operations, responded to a question regarding whether MWD's stored water supplies would be sufficient to supply some water for outdoor use by stating that should there be a zero percent State Water Supply allocation and if HHS were to be applied, MWD's existing water supply would only last until March.

6. TREASURER

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

7. BOARD OF DIRECTORS

A Local Agency Formation Commission (LAFCO): Nomination of Candidates for Special District Voting Member and Alternate

Nominate candidates, if any, for consideration to fill upcoming vacancies as the independent special district voting member and alternate positions on the Los Angeles County Local Agency Formation Commission.

Acting General Manager John Zhao presented the report.

No action was taken by the Board.

8. FINANCE AND ADMINISTRATION

A Fiscal Year 2020-21 Annual Comprehensive Financial Report

Receive and file the Fiscal Year 2020-21 Annual Comprehensive Financial Report.

Don Patterson, Director of Finance and Administration, provided introductory remarks.

Gary Caporicci, representing The Pun Group, provided a PowerPoint presentation and responded to questions posed by the Board.

Director Caspary moved to receive and file Item 8A. Motion seconded by Director Renger.

Director Lo-Hill noted that the Audit Committee met with Mr. Caporicci prior to the Board

meeting, and they were impressed with the report and performance of the Annual Comprehensive Financial Report.

Motion carried unanimously by roll call vote.

B Approval of Memorandum of Understanding with Supervisor, Professional, and Confidential Unit: January 1, 2022 through December 31, 2024.

Authorize the General Manager to execute the proposed Memorandum of Understanding with the Supervisor, Professional, and Confidential Unit for a term of January 1, 2022 through December 31, 2024.

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

Director Caspary moved to approve Item 8B. Motion seconded by Director Polan. Motion carried unanimously by roll call vote.

9. ENGINEERING AND EXTERNAL AFFAIRS

A Calleguas-Las Virgenes Interconnection Project: Final Acceptance

Authorize the General Manager to approve Change Order No. 4 with Sully Miller Contracting Company, in the amount of \$383,491.65, and Scope Change No. 2 with Cannon Corporation, in the amount of \$18,000; approve the execution of a Notice of Completion and have the same recorded in Los Angeles and Ventura counties; waive liquidated damages associated with delays during construction; and, in the absence of claims from subcontractors and others, release the retention, in the amount of \$235,941.09, 30-calendar days after filing the Notice of Completion for the Calleguas-Las Virgenes Interconnection Project.

Oliver Slosser, Engineering Program Manager, presented the report.

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

Mr. Slosser responded to questions regarding the time limit for contractors to submit change orders requests and the contractor's agreement to absorb half of the cost of Change Order Request No. 7 as part of Change Order No. 4.

Motion carried unanimously by roll call vote.

B Rancho Las Virgenes Composting Facility Woolsey Fire Repairs: Approval of Change Order

Authorize the General Manager to approve Change Order No. 7 to Pacific Hydrotech Corporation, in the amount of \$43,915.87, for additional electrical and HVAC work associated with the Rancho Las Virgenes Composting Facility Woolsey Fire Repairs.

Mercedes Acevedo, Assistant Engineer, presented the report.

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

Ms. Acevedo responded to questions regarding the possibility of additional repair work by stating that she believed this was the last of the repairs pending discovery of additional fire damage. She also responded to a question regarding whether the composting facility was in full operation by stating that the facility continued to be partially operational.

Don Patterson, Director of Finance and Operations, responded to a question regarding whether the insurance company would reimburse the District for staff time by stating that some staff costs were reimbursable pending negotiations with the insurance company.

Motion carried unanimously by roll call vote.

C Kimberly Pressure Reducing Station No. 45 Rehabilitation Project: CEQA Determination and Call for Bids

Find that the work is exempt from the provisions of the California Environmental Quality Act and authorize a Call for Bids for the Kimberly Pressure Reducing Station No. 45 Rehabilitation Project.

Oliver Slosser, Engineering Program Manager, presented the report.

Director Renger moved to approve Item 9C. Motion seconded by Director Caspary.

Eric Schlageter, Principal Engineer, responded to a question regarding potential view impacts with placing the pressure reducing station aboveground by stating that the trend was to place stations aboveground for safety and access reasons, as well as the potential for less corrosion.

Director Polan asked staff to include a location map when consideration to award the project is brought back to the Board.

Motion carried unanimously by roll call vote.

10. NON-ACTION ITEMS

A Organization Reports

Director Caspary reported that he attended the Santa Monica Bay Restoration Commission (SMBRC) Governing Board Meeting, where they reelected the seven Governing Board representatives. He noted that legal counsel for The Bay Foundation announced a request for appeal related to litigation with the Ballona Wetlands Land Trust. He also reported that the Administrative Director of the SMBRC requested that the District provide a presentation on the Pure Water Project Las Virgenes-Triunfo in early 2022. He stated that he would work with the General Manager and staff on scheduling a date for

the presentation. He noted that the SMBRC's authority to hold their meetings via teleconference would end in January, and the Administrative Director was seeking a meeting location with audiovisual equipment. He suggested that the SMBRC could hold meetings in the District's Board Room. He stated that he would follow-up with staff.

B Director's Reports on Outside Meetings

Director Lo-Hill reported that she attended the Colorado River Water Users Association Conference the previous week.

Board President Lewitt reported that he also attended the Colorado River Water Users Association Conference.

C General Manager Reports

(1) General Business

John Zhao, Acting General Manager/Director of Facilities and Operations, reported that 3.64 inches of rain was measured at the Tapia Water Reclamation Facility, peak flow measured 23 million gallons per day, and Malibu Creek flow measured 2,500 cubic feet per second. He also reported that MWD's Foothill Feeder and the Joseph Jensen Water Treatment Plant would be offline from January 2 through 12, 2022; therefore, the Westlake Filtration Plant would be operating from December 27, 2021 through January 12, 2022. He noted that staff was monitoring regulations related to COVID-19. He also noted that CalOSHA's regulation would become effective January 14, 2022. He shared a video and photograph of the various utility lines affected by the recent water main break, which occurred on Agoura Road. He informed the Board that the January 3, 2022 Las Virgenes – Triunfo Joint Powers Authority Meeting would be canceled, and the next LVMWD Board meeting would be held on January 4, 2022. He responded to a question regarding the cause of the main break on Agoura Road by stating the damage was caused by corrosion. He also responded to a question regarding whether the District had a program to check for leaks by stating that the District did not have a program to check for leaks in the public right-of-way.

Steve Hopwood requested to speak and referred to the pressure regulator that had burst at the entrance to Mont Calabasas HOA. He inquired whether the District had a program to evaluate the condition of pressure regulators. Mr. Zhao responded that a valve had broken at Mont Calabasas HOA as opposed to a pressure regulator. He noted that the District had a program to replace and test pressure regulators, and that he would follow-up with Mr. Hopwood after the meeting.

(2) Follow-Up Items

None.

D Directors' Comments

Director Renger noted that the James Webb Telescope was scheduled to launch on December 25th, which would take the place of the Hubble Space Telescope.

11. FUTURE AGENDA ITEMS

None.

12. PUBLIC COMMENTS

None.

13. CLOSED SESSION

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

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

Employee Organizations: Supervisor, Professional and Confidential Employees Association

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; Sophia Crocker, Human Resources Manager

Employee Organizations: General and Office Units represented by Service Employees International Union (SEIU), Local 721

C Conference with District Counsel – Pending Litigation (Government Code Section 54956.9(a)):

Mont Calabasas HOA v. Las Virgenes Municipal Water District

Director Caspary departed from the meeting at 11:32 a.m.

The Board recessed to Closed Session at **11:32 a.m.** and reconvened to Open Session at **12:10 p.m.**

Wayne Lemieux, District Counsel, announced that the Board received reports during the Closed Session.

Director Renger moved to deny the claim filed by Mont Calabasas HOA. Motion seconded by Director Polan. Motion carried by the following roll call vote:

AYES: Lewitt, Lo-Hill, Polan, Renger

NOES: None

ABSTAIN: None

ABSENT: Caspary

14. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **12:10 p.m.**

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

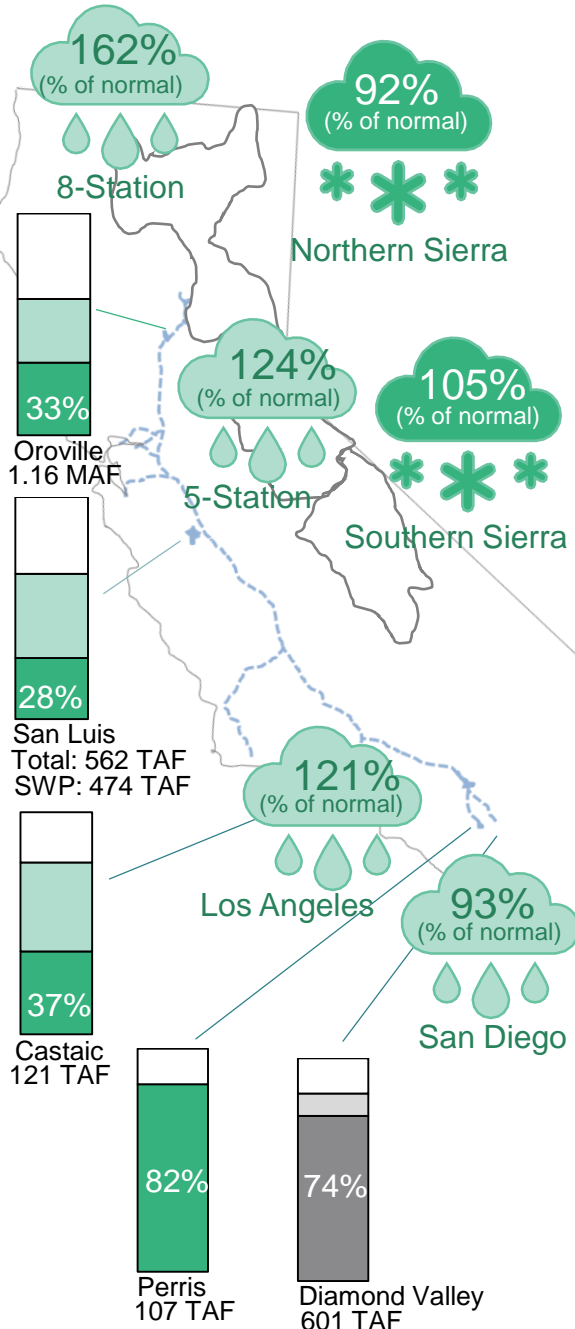
ATTEST:

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

(SEAL)



SWP Table A – 5% - 95,575 AF

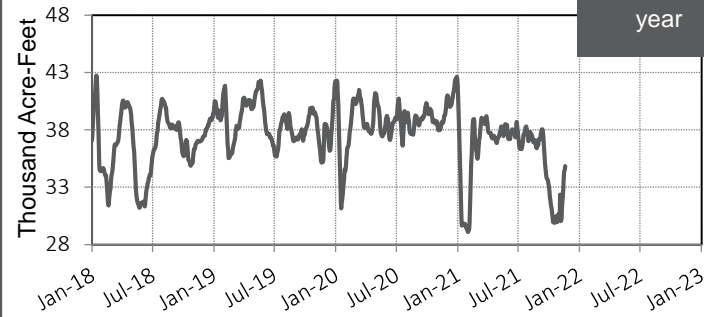


Metropolitan Resources

Lake Skinner Storage

Capacity: 43.8 TAF

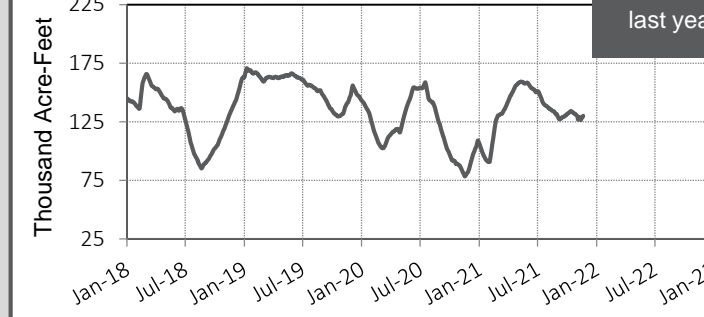
4 TAF less than last year



Lake Mathews Storage

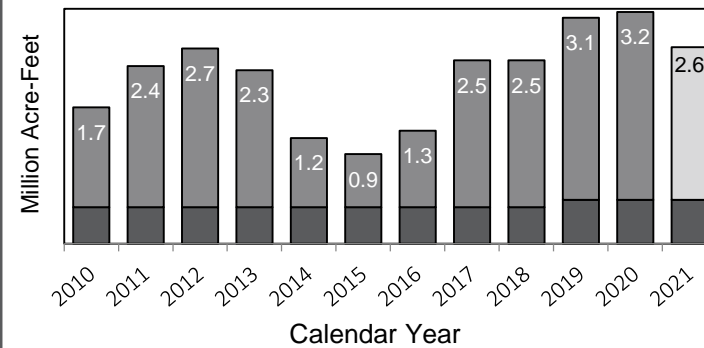
Capacity: 182 TAF

51 TAF more than last year



MWD Storage Reserve Levels

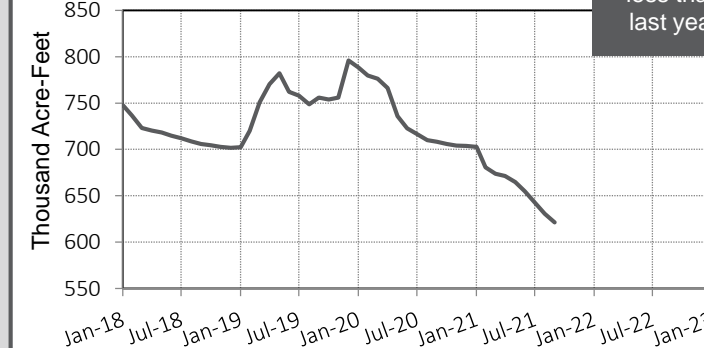
□ Potential Balance ■ Storage Balance ■ Emergency Storage



Diamond Valley Lake Storage

Capacity: 810 TAF

103 TAF less than last year



Highlights

- Mid December storms bumped California statewide snowpack from 35% to 95% of normal
- Storms provided slight increase in Oroville, San Luis and Castaic Lake
- Precipitation in the Upper Colorado River Basin is tracking the 1991-2020 median curve



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

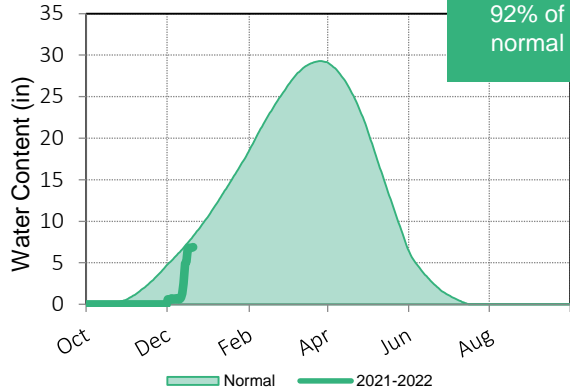


State Water Project Resources

As of: 12/19/2021

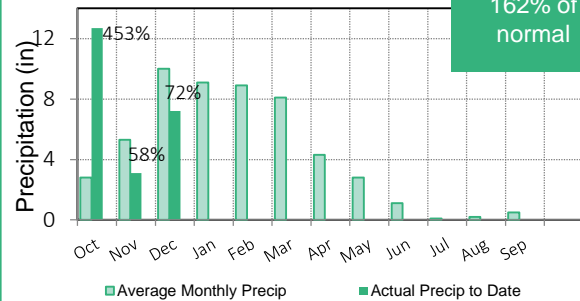
Northern Sierra Snowpack

6.8 in
92% of normal



8 Station Index Precipitation

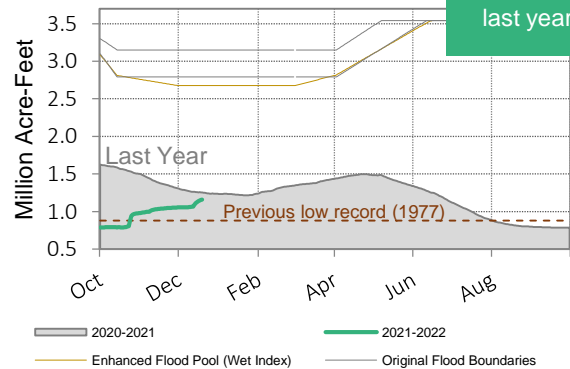
23 in
162% of normal



Oroville Reservoir Storage

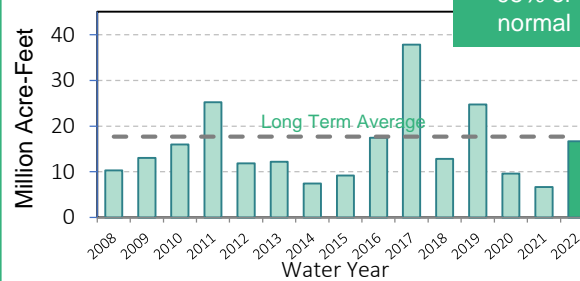
Capacity: 3.54 MAF

96 TAF
less than last year



Sacramento River Runoff

Forecast:
95% of normal



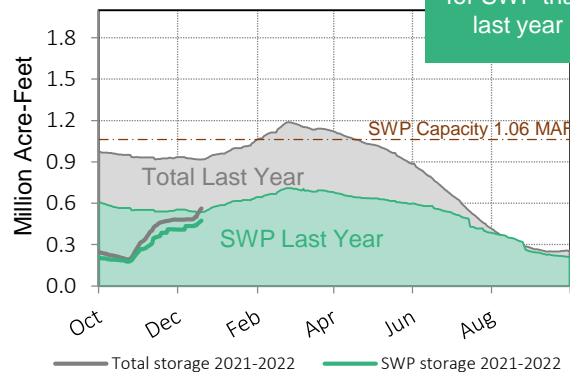
Other SWP Supplies Calendar Year 2021

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

San Luis Reservoir Storage

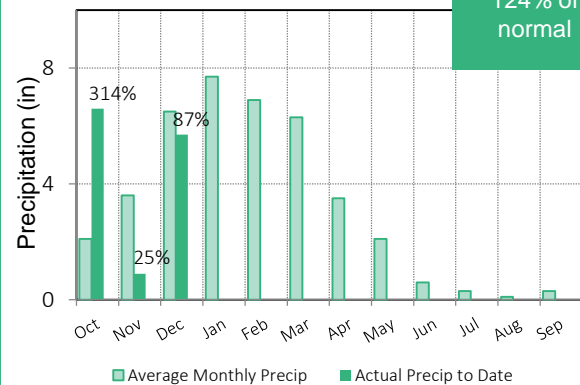
Capacity: 2.04 MAF

64 TAF less
for SWP than
last year



5 Station Index Precipitation

13.2 in
124% of normal

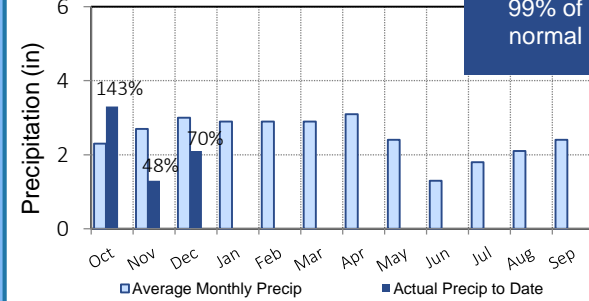


Colorado River Resources

As of: 12/19/2021

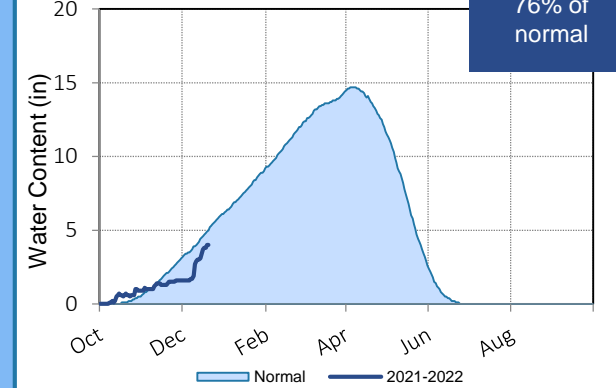
Upper Colorado Precipitation

6.7 in
99% of normal



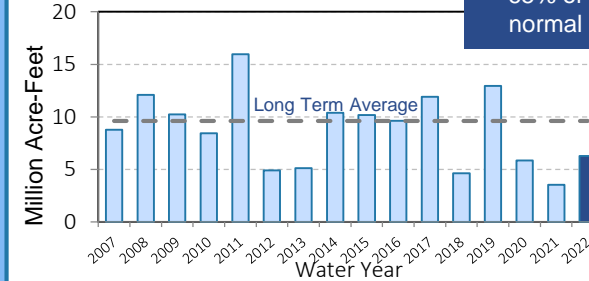
Upper Colorado Snowpack

3.1 in
76% of normal



Powell Unregulated Inflow

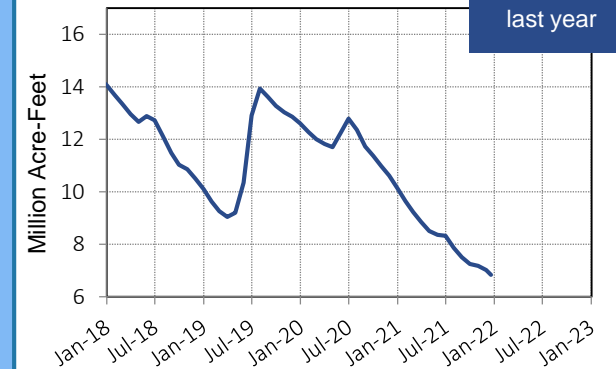
Forecast:
65% of normal



Lake Powell Storage

Capacity: 24.3 MAF

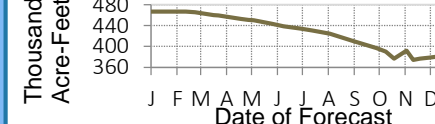
3.48 MAF
less than
last year



PVID/Yuma Agricultural Use

Annual Forecast for 2021

Current
Annual
Forecast:
378 TAF



Projected Lake Mead ICS

Calendar Year 2021

Put (+) / Take (-)
-1,000 AF

Lake Mead Surplus/Shortage Outlook

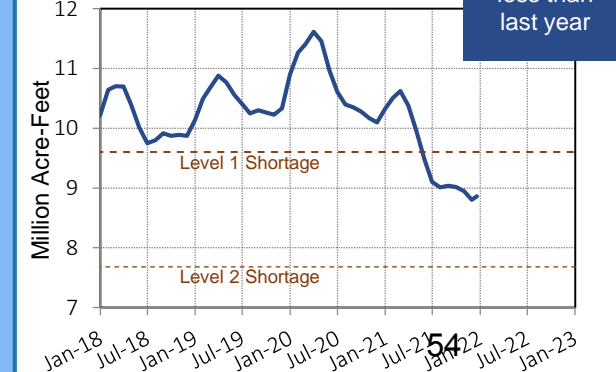
	2022	2023	2024	2025	2026
Surplus	0%	0%	0%	0%	0%
Shortage	100%	94%	97%	100%	91%
Metropolitan DCP*		3% 180 TAF	66% 259 TAF	72% 282 TAF	63% 308 TAF

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

1.40 MAF
less than
last year





□ January 4, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject : Distribution System and Pump Station Valve Replacements

SUMMARY:

Staff routinely performs system maintenance and service on many different appurtenances with the District. Following the last two years of system maintenance and inspection, staff identified 17 valves at seven locations that are in need of replacements to ensure system safety and reliability. Staff received two proposals for the required replacements and Toro Enterprises Inc. was the lowest cost at \$172,928.00. Staff is recommending to authorize the General Manager to issue a purchase order to Toro Enterprises to conduct the valve replacement construction.

RECOMMENDATION(S):

Authorize the General Manager to issue a purchase order to Toro Enterprises Inc., in the amount of \$172,928.00, for the distribution system and pressure reducing station valve replacements.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are available in the adopted Fiscal Year 2020-22 Budget.

DISCUSSION:

Staff routinely performs annual system maintenance and service on many different appurtenances. Following the last two years of service, staff identified a total of 17 large diameter valves, at seven different locations, that need to be replaced to ensure system safety and reliability. To reduce mobilization and other costs. Staff combined the jobs into one package and conducted a pre-proposal job walk to seven locations. Staff contacted multiple vendors to participate in the job walk and three vendors participated, Sam Hill and Sons Construction, Toro Enterprises Inc., and Burns Pacific Construction.

Staff received two proposals for the required work. Toro Enterprises Inc. was the lowest cost at \$172,928.00 while Burns Pacific Construction provided a proposal in amount of \$181,030.00. Staff is recommending authorizing the General Manager to issue a purchase order to Toro Enterprises to conduct the system repairs.

GOALS:

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

Replacements of non functioning valves are critical part of system operation and maintenance to ensure reliable water services.

Prepared by: Darrell Johnson, Water Systems Manager

ATTACHMENTS:

Toro Enterprises Proposal

Burns Pacific Construction Proposal



GENERAL ENGINEERING
CONTRACTORS

Proposal and Contract

Toro Enterprises, Inc.
P.O. Box 6285
Oxnard, CA. 93031
P: 805-483-4515
F: 805-483-2001

12/03/2021

www.toroenterprises.com

License No. 710580 A

CA DIR #1000002410

Toro Enterprises, Inc. Is an
Equal Opportunity Employer

QUOTE LVMWD_VALVE REPLACEMENTS 11817

TO LAS VIRGENES WATER DISTRICT
4232 LAS VIRGENES RD
CALABASAS, CA 91302
(818) 251-2232

Client #	Description	Quantity	U/M	Unit Price	Ext Price
1	REPLACE (2) 6" GATE VALVES AT SADDLETREE P.S.	2.000	EA	\$14,569.00	\$29,138.00
2	REPLACE (4) GATE VALVES AT TIMBERLANE P.S.	4.000	EA	\$7,971.00	\$31,884.00
3	REPLACE (2) H.P. G.V. & (2) G.V. AT MALIBU R.W.	4.000	EA	\$8,834.00	\$35,336.00
4	REPLACE (1) 6" G.V. AT HINDU TEMPLE	1.000	EA	\$12,531.00	\$12,531.00
5	REPLACE (2) 8" G.V. AT MOUNTAIN PARK DR	2.000	EA	\$11,468.00	\$22,936.00
6	REPLACE (2) 6"BFV W/ 2 G.V. AT MULWOOD P.S.	2.000	EA	\$6,706.00	\$13,412.00
7	REPLACE (2) 8" G.V. AT DARDENNE P.S.	2.000	EA	\$9,713.00	\$19,426.00
BASE BID					\$164,663.00
ALTERNATE					
8	GRADE & POUR NEW SIDEWALK AT TIMBERLANE P.S.	95.000	SF	\$ 87.00	\$8,265.00
Grand Total:					\$172,928.00

ESTIMATOR: BRETT FRANKLIN

Date: _____ Accepted By: _____

Important Bid Note:

- A. *Prices in Toro's bid for this project are based in part on labor and materials cost that were in effect on the date of Toro's final bid. Due to dynamic market conditions, labor & materials cost are expected to rise during the life of this project. Therefore, by entering into Contract with Toro, project Owner and/or GC agree to pay Toro for price escalation in labor and/or materials that occurred during the life of this project. In such cases, the burden of proof to demonstrate escalated cost of labor and/or materials shall rest solely on Toro, and it shall consist of proving documented difference between labor and/or materials prices on final bid date vs. prices at any given date during the life of the project. Payment to Toro for escalated prices of labor and/or materials shall be limited to actual proven cost increase, without any markup.*

- B. *In case that actual number of Mobilizations per specific discipline and/or phase exceed the number stipulated in Toro's Bid, then each additional mobilization for such discipline and/or phase shall be paid to Toro as an extra at unit price stipulated in the Bid. One continued operation per period in specific discipline and/or phase counts for one mobilization in that discipline and/or phase.*

STANDARD CONDITIONS

- 1. THE ABOVE PRICES EXPIRE ON 3/31/2022
- 2. ALL PROPOSALS MUST BE SIGNED AND RETURNED WITHIN 30 DAYS OF BID IN ORDER TO SECURE MATERIAL PRICES AND AVAILABILITY.
- 3. THE ABOVE PRICE IS BASED ON 1 MOVE IN. COST FOR ADDITIONAL MOVES ARE \$500.00 EACH
- 4. PRICES ARE SUBJECT TO CHANGE IF THERE ARE ANY VARIATIONS TO THE ABOVE QUALIFIED STRUCTURAL SECTIONS AND FINISH.
- 5. ALL OF THE ABOVE ITEMS ARE BID WITH 2500 PSI CONCRETE UNLESS SPECIFICALLY STATED ABOVE.
- 6. PRICING IS FOR ONLY THE ITEMS OUTLINED ABOVE. IT SHOULD NOT BE INFERED THAT ANY OTHER ITEMS SHOWN ON THE PLANS IS INCLUDED IN OUR SCOPE OF WORK.
- 7. THIS PROPOSAL AND TERMS MUST BE ACCEPTED AS PART OF THE CONTRACT AND SO SPECIFIED IF A SPECIAL CONTRACT FORM IS USED.
- 8. FOUR WEEK ADVANCE NOTICE IS REQUIRED FOR SCHEDUELING.
- 9. IF ROCK OR ANY OTHER UNSUITABLE MATERIAL IS ENCOUNTERED IT WILL BE PAID ON A TIME AND MATERIAL BASIS.
- 10. REMOVAL OR HANDLING OF WET OR UNSUITABLE MATERIAL WILL BE PAID FOR ON A TIME AND MATERIAL BASIS.
- 11. TERMS OF PAYMENT: 95% 30 DAYS. 5% RETENTION WITHIN 30 DAYS OF COMPLETION.
- 12. THE ABOVE BID IS NOT DIVISIBLE. ALL ITEMS IN THIS QUOTATION MUST BE ACCEPTED FOR THE PRICES SET FORTH ABOVE TO BE EFFECTIVE.
- 13. ALL WORK IS TO BE FIELD MEASURED AND PAID FOR AT THE APPROPRIATE UNIT OR LUMP SUM PRICES. WORK FOR WHICH THERE IS NO UNIT OR LUMP SUM PRICES WILL BE PAID FOR AS EXTRA WORK.
- 14. ENGINEERING COMPACTION TEST, CONCRETE TESTING, & SUFFICIENT CONCRETE STAKING, INCLUDING A SET OF CURB AND GUTTER AND CROSSGUTTER STAKES TO BE PROVIDED BY OTHERS.
- 15. QUANTITIES ARE APPROXIMATE AND ACTUAL QUANTITIES WILL BE FIELD MEASURED AT COMPLETION OF WORK TO DETERMINE PAYMENT AT THE ABOVE UNIT PRICES.
- 16. THE ABOVE QUANTITIES AND UNIT PRICES ARE SUBJECT TO CHANGE WHEN FINAL PLANS HAVE APPROVED AND SUBMITTED TO TORO ENTERPRISES, INC.
- 17. TORO ENTERPRISES, INC. IS NOT RESPONSIBLE FOR DAMAGE TO CONCRETE AND/OR UTILITIES CAUSED BY OTHERS.
- 18. PROTECTION OF CONCRETE AFTER PLACEMENT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
- 19. ALL UNIT PRICES ARE SUBJECT TO THE AVAILABILITY OF MATERIALS FROM LOCALLY APPROVED SUPPLIERS.

20. ALL WORK COMPLETED IN ANY ONE MONTH WILL BE BILLED BY THE 25TH OF SAID MONTH WITH PAYMENT OF 95% DUE BY THE 10TH OF THE FOLLOWING MONTH. THE REMAINING 5%(RETENTION) IS DUE AND PAYABLE NOT LATER THAN 35 DAYS FROM COMPLETION OF OUR CONTRACT ITEMS.
21. TIME AND MATERIAL (RENTAL) IF REQUIRED TO BE PAID IN FULL MONTHLY, WITH NO RETENTION HELD.
22. IF QUANTITIES DECREASE MORE THAN 15%, UNIT PRICES ARE SUBJECT TO CHANGE.
23. WITH THE USE OF LOCAL MATERIALS FOR CONCRETE THERE IS A PROBABILITY OF REACTIVIY IN THE ROCK AND SAND. TORO ENTERPRISES, INC. SPECIFICALLY EXCLUDES ANY WARRANTY OR GUARANTEE FOR REPAIRS OR REPLACEMENT OF CONCRETE THAT DEVELOPS POP-OUTS.
24. CONCRETE TO BE Poured ON YOUR FINISHED COMPACTED GRADE. OVERPOUR OF CONCRETE DUE TO LOW GRADE WILL BE INVOICED AT \$110.00 PER CUBIC YARD. OVERPOUR WILL BE CALCULATED BASED UPON ACTUAL QUANTITY Poured LESS THEORETICAL QUANTITY.
25. ALL ASPHALT OR OIL BASED ITEMS ARE VALID FOR 30 DAYS ONLY.
26. IF WORK IS NOT COMPLETED BY 3/31/2021 PRICES ARE SUBJECT TO CHANGE.

STANDARD EXCLUSIONS

1. ENGINEERING, TESTING, PERMITS, BONDS, SURVEY STAKING, SPECIAL INSURANCE.
2. REMOVAL/REPLACEMENT/RELOCATION OF WATER METER BOXES/VALVES/UTILITIES
3. JOINT SEALANT, CAULKING, DOWELS.
4. CORING, SLEEVES, TRANSFORMERPAD, BOLLARDS, WALLS AND FOOTINGS OF ANY KIND, MONUMENT SIGN.
5. LOCAL DEPRESSIONS, FRAMES AND GRATES, AREA DRAINS, CATCH BASINS, FILTERS.
6. PARKWAY DRAINS
7. TRENCH DRAINS
8. TRUNCATED DOMES AND WARNING STRIPS
9. STRIPING, MARKING, AND SIGNAGE.
10. CLEARING AND GRUBBING, TREE REMOVAL
11. ANY AND ALL STRUCTURAL CONCRETE UNLESS STATED ABOVE.
12. BENCHES, PLANT POTS, PATIO FURNATURE.
13. COLD MILLING
14. REMOVAL OR HANDLING OF HAZARDOUS, TOXIC AND LEAD MATERIALS IS EXCLUDED.
15. CURB BACKFILL
16. STORM WATER POLLUTION CONTROL PLAN OR IMPLEMENTION.
17. COMPACTION TESTING
18. LIQUIDATED DAMAGES
19. PRIME COAT, SLURRY SEAL, FOG SEAL.
20. SPECIFICALLY EXCLUDED FROM THIS PROPOSAL ARE BACK-FILL OF CONCRETE.
21. EROSION CONTROL
22. UNLESS SPECIFICALLY STATED ELSEWHERE, CLEANUP OF SPOILS CAUSED BY "OTHERS" IS EXCLUDED.
23. TORO ENTERPRISES, INC. ASSUMES NO RESPONSIBILITY FOR SETTLEMENT WITHIN THE LIMITS OF UTILITY TRENCHES DONE BY OTHERS.
24. CONCRETE PAVING HEADER
25. REDWOOD HEADER
26. SUBGRADE PREPARATION
27. TREETWELL FRAME AND GRATES
28. ROOT BARRIER
29. DEWATERING
30. HOME OWNER NOTIFICATION
31. LANDSCAPE RESTORATION
32. IRRIGATION RELOCATION
33. GATE TRACK FOOTING
34. INSTALLATION AND/OR RELOCATION AND/OR HANDLING OF TEMPORARY AND/OR PERMANENT FENCING OF ANY KIND. IN CASE OF ANY FENCING WORK DIRECTED BY OWNER OR GC, SUCH WORK WILL BE CONSIDERED AS EXTRA WORK, AND TORO SHALL BE PAID FOR IT ON T&M BASIS.

BID FOR: Water Valve Replacement at Various Locations
LOCATION: Calabasas
FIRM: Las Virgenes Municipal Water District
ADDRESS: 4232 Las Virgenes Road # 1994
 Calabasas, CA. 91302
CONTACT: Justin Walden
OFFICE: 818-251-2100
CELL: 702-964-7779
EMAIL: jwalden@lvmwd.com

BID NO: 5816
COR NO:
PO or RFI NO:
JOB NO:
BID DATE: 11/19/21

BY: John Hale
OFFICE: 805-371-4171
CELL: 805-201-8152
FAX: 805-495-6014
EMAIL: jhale@burnspacific.com

SCOPE OF WORK: Replace Water Valves at Various Locations in Calabasas.

ITEM NO.		QTY	UM	TOTAL
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WORK ITEMS:

1	Mobilization	1	LS	\$ 2,710.00
2	Dardenne Pump Station	1	LS	\$ 21,560.00
3	Mulwood PRS	1	LS	\$ 21,020.00
4	Hindu Tempel	1	LS	\$ 21,800.00
5	Malibu Valley Reclaimed	1	LS	\$ 32,520.00
6	JBR Pump Station	1	LS	\$ 39,250.00
7	Oak Ridge	1	LS	\$ 21,220.00
8	Saddel Tree	1	LS	\$ 20,950.00
				<u>\$ 181,030.00</u>

Surveying is Not Included.
 Temporary Fencing Not Included.

GENERAL EXCLUSIONS, QUALIFICATIONS & REMARKS:

1. ALL SPOILS GENERATED FROM EXCAVATION WILL BE HAULED OFF.
2. BID IS BASED UPON SITE JOBWALK NO PLANS.
3. BID WORKING NORMAL WORK HOURS 7AM TO 4PM
4. BID EXCLUDES PERMITS, FEES, ENGINEERING, SOIL TESTING AND BONDS.
5. BOND RATE 1.5% (IF APPLICABLE)
6. PRICE VALID FOR 30 DAYS.



□ January 4, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject : Award of Fiscal Year 2021-22 Vehicle Replacement Program

SUMMARY:

On May 11, 2010, the Board requested that staff obtain quotes from local dealerships for vehicle purchases in lieu of following a formal bid process. Staff contacted four different fleet dealerships and received two quotes for vehicles included in the Fiscal Year 2021-22 Vehicle Replacement Program. During the process of getting vehicle quotes, all dealerships were unable to order trucks from the factory, due to backlog of orders and material shortages. Staff must purchase a truck off the lot and inventory is low. Fritts Ford of Riverside is currently holding this vehicle for the District. Facilities and Operations annually evaluates vehicles for replacement based on high mileage, vehicle service history, reliability, and overall appearance. For the 2021-22 Vehicle Replacement Program staff is recommending the purchase of one new regular cab 3/4-Ton utility bed service truck. Facilities and Operations staff is recommending issuance of a purchase order to Fritts Ford of Riverside, the low-bidder for the new vehicle.

RECOMMENDATION(S):

Authorize the General Manager to issue a purchase order to Fritts Ford of Riverside, in the amount of \$44,882.95 plus tax, for one Ford F250 regular cab utility bed service truck.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are available in the approved Fiscal Year 2021-22 Capital Improvement Budget (Project No. 10713) for vehicle purchases.

Fritts Ford provided the lowest bids for one Ford F250 utility bed service truck. This process has reduced delivery time and advertising costs while providing competitive bids and vehicles meeting all District required specifications. The MSRP for the truck is listed at over \$52,000.

DISCUSSION:

Requests for quotes were sent to four different dealerships. All dealerships had two weeks to supply the District with new vehicle quotes and the responses are as follows:

2021- 3/4-Ton 4x2 cab and chassis truck with utility body.

Fritts Ford of Riverside \$44,882.95
Sunrise Ford of North Hollywood \$59,636.35
Paradise Chevrolet of Ventura no bid
Vista Ford of Woodland Hills no bid

Prepared by: Shawn Triplett, Facilities Maintenance Supervisor

ATTACHMENTS:

Fritts Ford Proposal
Sunrise Ford Proposal

Fritts Fleet Center

Proposal

8000 Auto dr
Riverside, Ca. 92504

951-353-8800

Proposed to
LVMWD

Invoice F00592
Date December 20, 2021

OUR ORDER NO.
YOUR ORDER NO. tbd

TERMS
SALES REP John Wiltsey
SHIPPED VIA
F.O.B. Las Virgenes Water

SHIPPED TO:
Above

9.50% Shawn Triplett

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	2021 F250 and Scelzi Utility Body Per attached Chassis Specs <u>Subject to prior sale</u> Vin# MED51199		\$40,981.00
		Subtotal	40,981.00
		Est DMV/Tire Fee	8.75
		TAX	3,893.20
		Rebates	inc
			\$44,882.95
			PAY THIS AMOUNT

DIRECT ALL INQUIRIES TO:
John Wiltsey
951-353-8800
fmctrucks@icloud.com

Fritts Ford
8000 Auto Dr
Riverside, ca. 92504

THANK YOU FOR YOUR BUSINESS!



Date: 12/21/2021
Salesperson: Charlie Pena
Manager: Charlie Pena
Customer ID #: 32388689953

FOR INTERNAL USE ONLY

BUSINESS NAME Las Virgenes Municipal Water District Home Phone : _____
CONTACT Shawn Triplett
4232 Las Virgenes Rd
Address : CALABASAS, CA 91302 Work Phone : (818) 251-2250
LOS ANGELES CO
E-Mail : striplett@lvmwd.com Cell Phone : _____

VEHICLE

Stock # : G20017 New / Used : **New** VIN : 1FDBF2A6XNEC19981 Mileage: 1
Vehicle : 2022 Ford F-250 Regular Cab 4x2 Color : OXFORD WHITE
Type : Scelzi Signature Service **F2A**

Market Value Selling Price	53,595.00
Doc Fee	85.00
Tax	5,099.60
Non Tax Fees	856.75
Cash Deposit	.00
Balance	59,636.35

***** Quote based on vehicle availability

*****Quote does not reflect government pricing

*****Registration, tax, title , license fees may change



□
January 4, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

**Subject : Continuation of Potable Water Standby Charge: Public Hearing,
Introduction and First Reading**

SUMMARY:

On November 16, 2021, the Board adopted Resolution No. 2602, regarding the District's intent to continue the Potable Water Standby Charge pursuant to the Municipal Water District Law of 1911. A public hearing will be conducted for the proposed Ordinance, as it relates to continuation of the Standby Charge for Fiscal Year 2022-23, and the proposed Ordinance will be introduced and given first reading by title only.

RECOMMENDATION(S):

Waive the full reading and call for proposed Ordinance No. 284 to be given first reading by title only for continuation of the potable water standby charge.

ORDINANCE NO. 284

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AS IT RELATES TO STANDBY CHARGES FOR THE FISCAL YEAR COMMENCING JULY 1, 2022

(Reference is hereby made to Ordinance No. 284 on file in the District's Ordinance Book and by this reference the same is incorporated herein.)

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The continuation of the Potable Water Standby Charge provides approximately \$512,000 annually in revenue to support the maintenance of the potable water system.

DISCUSSION:

Postcards were mailed with a notice of the public hearing to new property owners. Additionally, a notice of the public hearing was published in *The Acom* newspaper on December 23, 2021 and December 30, 2021.

The proposed Standby Charge would continue at the same rate of \$10.00 per parcel for less than one acre and \$10.00 per acre for parcels exceeding one acre. Additionally, the proposed Standby Charge would continue to allow for customers to defer payment for parcels that are public land, open space or are believed to have limited or no benefit (e.g. undeveloped land).

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Brian Richie

ATTACHMENTS:

Proposed Ordinance No. 284

ORDINANCE NO. 284

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AS RELATES TO STANDBY CHARGES FOR THE FISCAL YEAR COMMENCING JULY 1, 2022

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

Section 1. Purpose

This ordinance fixes and continues a standby charge to be levied against each lot or parcel within the district for the fiscal year commencing July 1, 2022, for the purpose of financing the district's potable water replacement program. This charge is imposed pursuant to the Municipal Water District Law.

Section 2. Findings

The Board of Directors finds, determines and declares as follows:

- (a) The board has provided a duly published and mailed notice of public hearing and has conducted a public hearing to consider adoption of a standby assessment;
- (b) The board has considered the written and oral comments presented by interested parties concerning the assessment;
- (c) The district has approved a categorical exemption for the project under the California Environmental Quality Act because the charges are not designed to increase or expand services;
- (d) The standby assessment will be used to pay for a portion of the cost of the potable water replacement programs instituted by the district. Revenue generated from the standby charge does not exceed the cost of the program.
- (e) The report of a qualified engineer that forms the basis for the standby charge is on file with the District;
- (f) It is in the best interests of the district and the community which it serves to pay for a portion of water programs from the proceeds of standby assessments because landowners benefit from maintaining available water supply.

Section 3. Standby Charge

An annual standby charge in the amount of \$10.00 per acre for parcels over one acre, and \$10.00 for each parcel of land of less than one acre is hereby levied against all land within the district for the fiscal year commencing July 1, 2022. A description of the lands (by assessor parcel number) affected by the assessment is on file with the secretary.

Section 4. Collection

The Board of Supervisors and Auditor of the County of Los Angeles are hereby directed to levy, collect and remit to the district this standby charge at the time and in the manner required by law for the levying of taxes for county purposes.

Section 5. Deferrals

(a) A property owner may request a complete or partial deferral from the standby charge by filing a written request by April 12th, 2022 during the fiscal year for which the deferral is sought. The deferral shall be processed and evaluated in accordance with this section.

(b) The following property is eligible for deferral:

(i) Property owned and occupied by a federal, state or local governmental agency.

(ii) Property permanently dedicated to open-space.

(iii) Property which cannot use water supplied by the district due to restrictions imposed by deed or governmental agencies with land use jurisdiction.

(iv) Property which cannot reasonably be expected to derive any benefit from facilities constructed with the proceeds of the water standby charge.

(c) If the general manager approves the request, the charges paid by the applicant shall be refunded and no charge shall be levied for subsequent years. The applicant shall execute an agreement to repay the charges with interest if the property ceases to be eligible for the deferral. The agreement shall be recorded.

(d) If the general manager denies the request, the applicant may appeal denial of the deferral by the general manager by filing a written request for review within 10-days after the general manager's decision. The board shall promptly consider the request for review. The decision of the board shall be final.

(e) The general manager shall adopt reasonable rules and regulations to implement this section.

PASSED, APPROVED and ADOPTED on _____, 2022

Jay Lewitt
President

Lee Renger
Secretary

APPROVED AS TO FORM:

W. Keith Lemieux
District Counsel

(SEAL)



□ January 4, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Independent Auditing Services: Award

SUMMARY:

The District issued a Request for Proposals for to qualified companies to provide independent audit services for Las Virgenes Municipal Water District (District) and the Las Virgenes Triunfo Joint Powers Authority (JPA) on August 9, 2021. A total of qualified seven proposals were received. A staff review committee consisting of staff from both LVMWD and TWSD was formed to evaluate the seven proposals. The firms that submitted the five highest-rated proposals were invited for interviews with the staff review committee. The top three firms from the evaluation and staff interviews were invited to give presentations to the District's and JPA's Audit Committee, consisting of Board members Jay Lewitt, Lynda Lo-Hill, Ray Tjulander, and and Jane Nye. Following the presentations, the Audit Committee met to discuss the qualifications of the three highest-rated firms and selected RAMS as the most qualified firm.

This item will also be presented to the Las Virgenes-Triunfo Joint Powers Authority (JPA) Board for action on February 7, 2022 because the recommended independent auditor would provide audit services to the JPA.

RECOMMENDATION(S):

Accept the proposal from RAMS and authorize the General Manager to execute a three-year professional services agreement in the annual amount of \$45,260 for the first three years, with two one-year renewal options using a 3% annual escalator, to provide independent audit services.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are included in the adopted FY 2021-22 Budget for independent audit services. Funds for additional year audit services will be included in the proposed future fiscal year budgets.

DISCUSSION:

The Request for Proposal (RFP) to provide independent audit services to the District and JPA was posted on the District’s website on August 9,2021. The scope of work was prepared in conformance with Government Finance Officers Association (GFOA) Best Practices Guidelines. The California State Controller’s Office requires, per government code section 12410.6.(b) that agencies change the lead audit partner for a firm providing independent audit services after five years. As a result, it is anticipated that the selected firm will provide audit services for the District and JPA for a minimum of three and a maximum of five years, subject to meeting the Board’s performance expectations.

The RFP was sent to known firms providing audit services and advertised on the California Society of Municipal Finance Officers (CSMFO) website. The responses were initially reviewed and ranked by a staff review committee consisting of the District’s Director of Finance and Administration and Finance Manager, as well as Triunfo Water & Sanitation District’s Finance Director. The five highest-ranked firms were invited for interviews. Following the staff interviews, the three highest-rated firms were referred to the JPA’s Audit Committee. The Audit Committee recommends that the Board accept the proposal from RAMS.

RAMS, LLP was founded in 1948 and is one of the oldest and most trusted CPA firms in Southern California. RAMS presented a comprehensive approach to audit services, demonstrated thorough knowledge of current and upcoming Government Accounting Standards Board (GASB) requirements, and proposed a team with a track record of successfully performing government agency audits. Additionally, the firm offers annual client seminars that assist staff in keeping current on the latest changes affecting government accounting and auditing.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Brian Richie

ATTACHMENTS:

- RAMS Auditing Services Proposal
- RAMS Cost Proposal



ROGERS, ANDERSON, MALODY & SCOTT, LLP
CERTIFIED PUBLIC ACCOUNTANTS, SINCE 1948

SEPTEMBER 8, 2021

LAS VIRGENES MUNICIPAL WATER DISTRICT

TECHNICAL PROPOSAL
PROFESSIONAL AUDITING SERVICES
FOR THE FISCAL YEARS ENDING JUNE 30, 2022, 2023 AND 2024
(WITH THE OPTION OF TWO ADDITIONAL FISCAL YEARS)

CONTACT PERSONS:
SCOTT W. MANNO, CPA, CGMA
smanno@ramscpa.net

BRAD WELEBIR, CPA, CGMA, MBA
bwelebir@ramscpa.net

909.889.0871

PREPARED BY
ROGERS ANDERSON MALODY & SCOTT, LLP
735 E Carnegie Drive, Suite 100
San Bernardino, CA 92408

LICENSE #2596
FEIN 95-2662063

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

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Attachment A: Government clients served



September 8, 2021

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San Bernardino, CA 92408
909 889 0871 T
909 889 5361 F
ramscpa.net

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

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Brenda L. Odle, CPA, MST
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Scott W. Manno, CPA, CGMA
Leena Shanbhag, CPA, MST, CGMA
Bradferd A. Welebir, CPA, MBA, CGMA
Jenny W. Liu, CPA, MST

MANAGERS / STAFF

Charles De Simoni, CPA
Gardenya Duran, CPA, CGMA
Brianna Schultz, CPA
Jingjie Wu, CPA
Evelyn Morentin-Barcena, CPA
Veronica Hernandez, CPA
Tara R. Thorp, CPA, MSA
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Louis Fernandez, CPA
Xinlu Zoe Zhang, CPA, MSA
John Maldonado, CPA, MSA
Thao Le, CPA, MBA
Julia Rodriguez Fuentes, CPA, MSA

MEMBERS

American Institute of
Certified Public Accountants

*PCPS The AICPA Alliance
for CPA Firms*

*Governmental Audit
Quality Center*

*Employee Benefit Plan
Audit Quality Center*

California Society of
Certified Public Accountants



Dear Evaluation Committee:

I am pleased to respond, on behalf of Rogers, Anderson, Malody & Scott, LLP, (RAMS) to your request for a proposal regarding professional auditing services. As a recognized industry leader and innovator, our goal for the past 73 years has been to provide honest, objective and high-quality results to all our clients, including governmental organizations such as yours. Our success in these efforts is witnessed by the continued organic growth of our firm and our list of long-term clients, some we have served for over 20 years.

At RAMS, we are committed to achieving the highest quality audit possible. We understand the complexity of performing governmental audits and that is why we have a *dedicated team of auditors* that possess the specialized knowledge and experience to help ensure our audits are planned and executed in a way that maximizes audit efficiency and effectiveness and provides you the highest quality services.

We are aware that the Las Virgenes Municipal Water District (the District) will be reviewing other proposals during this process, but we believe that RAMS would be an exceptional choice for the audit for the following reasons. Our firm:

- Utilizes *Teammate Analytics*, a suite of more than 200 Computer Aided Audit Tools (CAATs). This software empowers our audit teams with the ability to perform powerful, meaningful data analysis which builds upon our other robust, substantive audit procedures. This value-added service also helps to identify specific transactions or amounts which may be indicative of fraud.
- Performs an intelligent, risk-based audit (using our CAAT) which enables us to focus on key audit areas allowing us to become more efficient resulting in a higher quality audit at a reasonable fee.
- Currently provides auditing services to over 70 governmental agencies and not-for-profit organizations, including over 30 special districts and 25 cities, most of which have enterprise activities.
- Developed a comprehensive remote working environment for our audits. All our staff currently have the tools for working remotely in an effective and efficient manner allowing us to still provide a quality audit. Our ultimate goal is to continue to meet your needs, but in a safe environment.
- Has an established reputation in the governmental and not-for-profit accounting and auditing community for providing excellent, timely service with high quality reporting to our clients.
- Is committed to helping you meet all reporting/auditing deadlines, resolving any issues encountered during your audit (e.g., accounting or auditing, new pronouncements, etc.), and providing you with quality audit services.

- Understands the audit process can be a stressful experience for you and your staff; we understand that you will have other commitments and your regular workloads during the audit. We make every effort to ensure the audit process, from the interim fieldwork to the preparation of any required financial reports, will be as trouble-free as possible for you and your staff. We accomplish this by comprehensively planning the audit and utilizing our staff and audit technologies in the most efficient and effective manner while keeping disruptions and miscommunications to a minimum.
- Has audit team members that are personable and easy to work with, yet still focused on the audit. Through open and responsive communication with all parties involved in the audit process, we work to have the most efficient audit possible by minimizing operational distractions of your staff, while maximizing quality service.
- Has an extensive internal quality control review process to ensure your financial reports meet the highest standards. In addition to the preparation of financial reports by the engagement team and reviewed by the engagement manager, *each report is also examined by 2 partners and at least 1 professional proofreader.*
- Has assisted many of our clients with the preparation of their Comprehensive Annual Financial Reports, and all our clients that have submitted their reports for the Government Finance Officers Association (GFOA) or California Society of Municipal Finance Officers (CSMFO) awards have received the awards. Our participation as a GFOA reviewer also indirectly benefits our clients in the quality review process.
- Believes that our fee estimate provides a fair and reasonable investment, commensurate with level of service provided and the experience of the audit team members. While we may not be the lowest bidder, that is not our objective. We focus on delivering the best value and price our prospective engagements accordingly.
- Is a local Southern California firm. All our employees live, work, and shop in the region, allowing our local cities to benefit from our sales and property taxes.

As you will see from our proposal, it was prepared in a clear, concise and simple manner in accordance with the request for proposal. We feel our firm, staff and reputation as a leader in governmental auditing exceeds the need for the excess information you may see in other proposals.

Rogers, Anderson, Malody & Scott, LLP is properly licensed to practice in California, including all the assigned professional staff to the engagement. Mr. Welebir, Partner, and Mr. Manno, Partner, are authorized to represent the firm, are empowered to submit the bid and authorized to sign a contract with the District. We understand the work to be done as listed in the section of this proposal titled *Services to be provided*. In addition, we will be committed to meeting any agreed upon time frames. This proposal is a firm and irrevocable offer for ninety (90) days.

We can be reached at: 735 E. Carnegie Drive, Suite 100, San Bernardino, CA 92408, (909) 889-0871, bwelebir@ramscpa.net or smanno@ramscpa.net.

Thank you for the opportunity to present our proposal to the District. We will be committed to exceeding your expectations of an auditor and believe this proposal provides you with information about our firm, the service team members and our customized audit approach. We look forward to having a long and mutually beneficial relationship with the District. Please feel free to contact us if you have any questions regarding this proposal.

Respectfully yours,

ROGERS, ANDERSON, MALODY & SCOTT, LLP



Scott W. Manno, CPA, CGMA
Partner

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Independence

Rogers, Anderson, Malody & Scott, LLP is independent of the District and any component units, as defined by general standard number two of the generally accepted auditing standards, and by the second general standard for government auditing in the U.S. Government Accountability Office's *Government Auditing Standards*.

We have not had any professional relationships with the District within the past five (5) years.

License to practice

Rogers, Anderson, Malody & Scott, LLP is licensed to practice in the State of California. Our key professional staff, which includes the partners, managers, and supervisors, are all certified public accountants licensed to practice in the State of California and follow all applicable Board of Accountancy standards.

Firm qualifications and experience

About our firm

We are a local firm founded in 1948 and located at 735 E. Carnegie Drive, Suite 100, San Bernardino, California. We provide a full range of services as expected of a full-service accounting firm. We are one of the oldest, most trusted and respected CPA firms in Southern California, with over 73 years of public practice experience, specializing in governmental agency and not-for-profit organization auditing, accounting, and management advisory services. Over *sixteen thousand hours per year* are devoted to this area of our practice, which includes cities, redevelopment successor agencies, water districts, other special districts, not-for-profit corporations, and joint power authorities. We do not use our government accounting and auditing practice as "fill work" for the firm, it is one of our primary focuses thus allowing us to provide quality services to local governments.



Over *sixteen thousand hours per year* are devoted to this area of our practice, which includes cities, redevelopment successor agencies, water districts, other special districts, not-for-profit corporations, and joint power authorities. We do not use our government accounting and auditing practice as "fill work" for the firm, it is one of our primary focuses thus allowing us to provide quality services to local governments.

We understand your desire engage auditors that have a thorough understanding of the ever-changing complex accounting and compliance issues confronting governments today. Our firm has an extensive history of governmental accounting and auditing. During that time, we have gained valuable experience, acquired an in-depth knowledge of, and obtained the technical expertise needed to perform high quality governmental audits. This expertise has enabled us to provide exceptional, high-quality service and to provide solutions at fees we feel represent our value to our clients. In addition, we use our participation in various industry associations to continuously update our knowledge with respect to issues relating to governmental accounting, auditing, and operations. Any insight we gain is immediately passed on to our clients if we feel they will benefit from it.

Our firm has a total staff of thirty-two people, which includes sixteen certified public accountants. The staff consists of six partners, three managers, eight supervisors/senior accountants, nine staff accountants, and four support staff. The audit staff consists of eighteen members who devote over 80% of their time to municipal engagements. The engagement team assigned to the District's engagement will consist of the following full-time staff: one audit partner, one audit manager, one audit supervisor/senior, and two to three staff auditors. All personnel are located at our San Bernardino office.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Firm qualifications and experience (continued)

Range of services

Our firm provides various other services in addition to auditing services to governmental entities, including:

- Internal control agreed upon procedures
- Finance director and accounting support services
- Study and evaluation of financial condition and fiscal policies
- Transient Occupancy Tax agreed upon procedures
- Franchise (refuse, cable) agreed upon procedures
- Accounting policies and procedures
- Cash management studies
- Financing and public bond offering assistance
- Franchise agreement assistance (ambulance, cable, television, refuse, etc.)

In addition, the firm provides accounting, auditing, attest, and consulting services to for profit and not-for-profit entities. We also provide tax preparation and tax consulting services to individuals, corporations, and partnerships. **We provide our municipal audit clients tax consultation at no extra charge.**

Governmental Audit Quality Center

As a member of the American Institute of CPAs *Governmental Audit Quality Center* (Center), we are committed to adhering to the highest quality standards by voluntarily agreeing to the Center membership requirements, which include designating a partner responsible for the quality of our governmental audit practice, establishing quality control programs, performing annual internal inspection procedures, and making our peer review report findings publicly available. At RAMS, our goal is to continue to enhance our quality initiatives within our governmental audit practice to deliver the highest quality audit services possible.

In addition, the *Governmental Audit Quality Center* provides access to comprehensive resources that will assist us in further enhancing the quality of your audit. The Center membership provides us with timely information on a variety of technical, legislative, and regulatory subjects that we can in turn apply to your audit to help ensure compliance with the appropriate standards and changes in regulations which we pass on to our clients.

Single audit experience

Most of our municipal clients, and some of our other governmental and not-for-profit clients, have been subject to an audit in accordance with *Uniform Guidance*. We recently performed single audits for the following entities:

- | | |
|--------------------------------------|--------------------------|
| Elsinore Valley Muni. Water District | City of San Bernardino |
| City of El Cajon | City of La Mesa |
| City of San Marcos | City of West Covina |
| City of Poway | City of Twentynine Palms |
| City of Fillmore | City of Woodlake |
| City of Exeter | City of Rosemead |
| City of La Verne | City of Hawthorne |

Our specialized Single Audits Team is led by Managers and Supervisors with Intermediate and Advance Single Audits Certifications issued by the AICPA guaranteeing a successful and thorough engagement.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Firm qualifications and experience (continued)

ACFR preparation

We have extensive experience in the preparation of Annual Comprehensive Financial Reports (ACFR). For the fiscal years ended June 30, 2018 and 2019, our staff prepared over 20 ACFR's, with each entity receiving the Certificate of Achievement for Excellence in Financial Reporting from the GFOA. For the fiscal year ended June 30, 2020, again, our staff prepared over 20 ACFR's for our clients for submittal to the GFOA. In addition, we have helped many cities and special districts develop their first year's report for submittal. Two of our audit partners and one of our managers are technical reviewers for the GFOA ACFR award program. **In addition, we review all the ACFR's for compliance with the GFOA certificate program checklist, as well as addressing any prior year comments, if applicable, to insure they have been addressed.**

Engagement quality control

We have an extensive internal quality control review process to ensure your audit meets the highest standards. In addition to the preparation of financial reports by a senior member of the engagement team, each report is reviewed by the engagement manager/supervisor and then is examined by the engagement partner. Subsequently, a technical review is then performed by the engagement Quality Control partner along with being proofread by at least one professional staff. In addition, all audit workpapers are reviewed by the in-charge auditor and the partner in-charge of the engagement.

Equal Opportunity Employer

Our firm is an equal opportunity employer and is committed to providing employment opportunities to all qualified persons regardless of race, color, sex, religion, national origin or handicap. Our staff represents a wide range of cultures and ethnic backgrounds. We provide opportunities for advancement for all staff based on ability, skill and desire to advance.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Firm qualifications and experience (continued)

External quality control review

As a member of the AICPA Private Companies Practice Section, our firm has participated in the "Peer Review" program since 1993 and has been examined every three years since that date by an outside, independent firm of certified public accountants. Participation in this program ensures that our engagements, firm policies, and audit procedures meet the standards of the AICPA, the Yellow Book, and the California State Board of Accountancy. Throughout our participation in this program, *the firm has only received pass ratings from the peer reviewers.*

During each review, an independent firm reviews our policies and procedures and then inspects a representative sample of engagement workpapers and reports, including governmental entities and engagements subject to the *Uniform Guidance*. For the year ended November 30, 2020, our firm received a rating of *pass* which indicates our auditing practice is suitably designed and complied with to provide reasonable assurance of performing and reporting in conformity with applicable standards. The results provide confirmation that the custom audit approach and procedures we use are technically sound and in compliance with applicable standards.

Disciplinary action

The firm **has never** had any disciplinary action taken or pending against it with state regulatory bodies or professional organizations, nor has it ever had any pending or settled litigation, civil or criminal investigations. In addition, we are not aware of any federal or state desk reviews or field reviews of its audits during the last three years.

Our firm does not have a record of substandard work.

In addition to the external quality control review, our firm performs in-house monitoring procedures, which mirror the outside peer review procedures, over our audit and attest engagements annually.

Grant Bennett Associates

A PROFESSIONAL CORPORATION

Report on the Firm's System of Quality Control

June 4, 2021

To the Partners of Rogers, Anderson, Malody & Scott, LLP, and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Rogers, Anderson, Malody & Scott, LLP (the firm) in effect for the year ended November 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act, and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Rogers, Anderson, Malody & Scott, LLP in effect for the year ended November 30, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Rogers, Anderson, Malody & Scott, LLP has received a peer review rating of *pass*.

Grant Bennett Associates

GRANT BENNETT ASSOCIATES
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LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Partner, supervisory, and staff qualifications and experience

The quality of service you receive is dependent on the capabilities of the individuals assigned to the engagement, and the manner in which those personnel resources are organized to efficiently focus their abilities on providing you with the requested audit services. These professionals are highly trained and knowledgeable and have a thorough understanding of the environment in which governmental and not-for-profit entities operate. This experience is a critical component in providing the District with an effective and efficient audit.

Our engagement team will provide significant experience coupled with an extensive, practical understanding of governmental accounting and auditing along with a broad business perspective. Each member will have access to a wide range of technical resources and knowledge bases which will enable them to provide the District with practical observations and effective solutions.

Partner and supervisory staff involvement

All partners and supervisory staff are working professionals and are actively and continually involved in all aspects of their engagements. We believe that partner and supervisory staff involvement in all areas of the audit is a key aspect of the overall audit process. This involvement includes being on-site for interim and year-end fieldwork, thus facilitating a proper, efficient, and effective audit, with minimal disruption of your staff. In addition, the time spent on-site by the partners and supervisory staff ensures they gain an understanding of the entire District's accounting processes and procedures. This understanding will enable them to evaluate and develop opportunities for efficiency, as well as offer practical and functional advice for improving your accounting processes and procedures.

All professionals on this engagement have worked on audits similar in nature to the District's, therefore, the District will not have to train our engagement team.

Staff continuity

Continuity of audit staff is a principal concern with our firm. To retain our staff, we offer extremely competitive wages, opportunities for advancement, generous medical packages, a retirement plan, bonus opportunities, as well as educational benefits. Even with the benefits we provide, we realize we may lose staff at any given time. Knowing this, we plan to provide staff continuity from year to year, which is in the best interest of the District and our firm. Continuity ensures an orderly, efficient, and less disruptive audit experience. Since we cannot guarantee staff will remain with us, principal supervisory and management staff, including engagement partners, managers, other supervisory staff, and specialists, may be changed if those personnel leave the firm or are promoted. **However, the District reserves the right to accept or reject replacements.**

We believe that due to the significant involvement of the partners on all our engagements, any staff transition would have a minimal effect on the audit efficiency and effectiveness of subsequent years.

Continuing professional education

Our team of auditor specialists stays current in this highly technical practice area by adhering to, and typically exceeding, the continuing professional education requirements of *Government Auditing Standards* as well as the State Board of Accountancy guidelines. All professionals at our firm participate in continuing professional education (CPE) programs, which are sponsored by various organizations including the Government Finance Officers Association, the American Institute of Certified Public Accountants, the California State Society of Certified Public Accountants, the California Society of Municipal Finance Officers and the Association of Government Accountants. Participation in these programs helps us to ensure that our clients are serviced with the best trained and most proficient government auditors and accountants available. In addition, we periodically provide in-house training taught by our partners and senior level staff using published resources. All staff are required to attend fraud and ethics training. It is our goal to provide our professional staff continuing education which exceeds the minimum standard of 80 hours over two years.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Partner, supervisory, and staff qualifications and experience (continued)

In accordance with our firm's Quality Control document and *Government Auditing Standards (GAS)*, all staff members who work on audits subject to GAS are required to complete CPE in accordance with GAS standards which require 24 hours directly related to governmental accounting and auditing.

In addition to the required CPE, we also use the following to increase our technical knowledge: view the Governmental Audit Quality Center Annual Webcast Update and other relevant seminars and review monthly publications from the AICPA, the GFOA, and various other resources. We also attend conferences and seminars sponsored by the GFOA, California Society of Municipal Finance Officers, California State Society of Certified Public Accountants and the California Special Districts Association.

Assigned personnel

It is our goal to provide you with capable, competent, and personable individuals who offer an extensive background, not only in governmental accounting and auditing, but also in general business practices. By doing so, it allows us to offer practical solutions, as well as provide technical support. This enables you to stay at the forefront of governmental accounting and provides you with the support you need in dealing with the complex issues confronting entities such as yours.

In addition, our engagement team has the managerial and supervisory experience to provide the District with a comprehensive audit of the highest quality, while still focusing on personal service. The resumes of the key engagement personnel assigned to the audit are presented below. The following individuals will be assigned to the engagement for the entire contract period (see staff *Continuity section* of this proposal):

Scott W. Manno, CPA, CGMA - Partner, Engagement Partner

Scott is a municipal audit partner with the firm and will be the engagement partner. He is licensed to practice as a certified public accountant in the State of California. He has been in public accounting for over 25 years specializing in serving local governments such as yours. As the engagement partner, he will be responsible for overall engagement quality, as well as ensuring that the engagement is performed in the most effective and efficient manner. Scott will directly oversee all engagement staff while assisting in planning and performing the engagement, as well as reviewing all work-papers prepared during the engagement, in addition to all required reports. Scott is a working partner and will be actively and continually involved in all aspects of the engagement.

Terry Shea, CPA - Partner, Concurring Partner

Terry is also a municipal audit partner with the firm. He is licensed to practice as a certified public accountant in the State of California. Terry has over 40 years of public accounting experience and has provided accounting, auditing, and consulting services for municipalities, special districts, water agencies, and various not-for-profit organizations. As the concurring partner, Terry will work directly with Scott in planning and performing the engagement. In addition, he will provide technical consultation for the engagement team.

Brad A. Welebir, CPA, CGMA, MBA - Partner, Quality Control Reviewer

Brad will be the Quality Control Reviewer. He is licensed to practice as a certified public accountant in the State of California. He has over 17 years of practical, governmental accounting and auditing experience. Brad will be responsible for the final quality control review of all released opinions and related reports.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Partner, supervisory and staff qualifications and experience (continued)

Brianna Schultz, CPA, CGMA - Engagement Manager

Brianna is a manager with the firm and is licensed to practice as a certified public accountant in the State of California. Brianna has over eleven years of experience in providing accounting and auditing services for municipalities, special districts, and various nonprofit organizations. As the engagement manager, she will work directly with the audit in-charge and partner, while supervising the engagement team during all phases of the engagement. In conjunction with the audit in-charge, she will also oversee the preparation of any required reports.

Veronica Hernandez, CPA - Audit Supervisor

Veronica is a supervisor with the firm. She is licensed to practice as a certified public accountant in the State of California. Veronica has over 5 years' experience in providing accounting and auditing services for municipalities, special districts and various not-for-profit organizations. As an audit supervisor, Veronica will work closely with the engagement partner and manager and be responsible for planning the audit, supervising the staff assigned to the engagement, and performing reviews of all work-papers prepared for the engagement. In addition, she will also be responsible for the preparation of any required reports.

Staff level accountants

All staff accountants employed by us and working on governmental audits are qualified to perform such audits. Prior to "audit season", our staff are subject to a rigorous training regimen in which we go over all aspects of our audit process and audit programs ensuring staff members have a solid foundation prior to starting fieldwork. Each staff member is encouraged to take on increased responsibility for engagements previously worked on. This enables our staff to grow on each engagement and allows them to continue to gain the skills and knowledge required to perform the audits.

In summary, we want to emphasize the credentials of the above professionals who will be directly responsible for the quality of service that you will receive. Additionally, our audit team has another attribute that is very important, even though it is intangible -- the professionals assigned to the audits have previously worked together as a multi-disciplined team, thus ensuring a smooth, efficient, and effective audit. We are committed to allocating the necessary resources to ensure that we provide continuity of personnel throughout the term of our relationship with the District.

Full engagement team resumes are provided as follows.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Partner, supervisory, and staff qualifications and experience (continued)

Engagement team resumes



Scott W. Manno, CPA, CGMA
Engagement Partner

Professional experience

Mr. Manno began his career with Thomas, Bigbie and Smith in 1995 after serving in the United States Army. He spent six years with the firm primarily working on audits of municipalities, special districts and redevelopment agencies as well as various not-for-profit organizations. He joined Rogers, Anderson, Malody & Scott, LLP in July 2001. Currently, Mr. Manno serves as a technical reviewer for the GFOA CAFR Award program. Since 2010, Mr. Manno has been serving as a technical volunteer on the California Special Districts Association Audit Committee and is also on the Association's fiscal committee providing accounting and fiscal program guidance. Also, Mr. Manno has done presentations on fraud.

In addition, he is part of the California State Society of Certified Public Accountants Governmental Accounting and Auditing Committee which meets periodically to discuss current events, pronouncements, etc.

Education/licenses

Bachelor of Science degree from California State University, San Bernardino
Certified Public Accountant - State of California
Chartered Global Management Accountant - American Institute of Certified Public Accountants

Related professional experience

Partial listing of relevant governmental agencies served (*includes enterprise fund accounting):

Western Municipal Water District	East Valley Water District	Crestline Village Water District	Pine Cove Water District
Beaumont Cherry Valley Water District	Upper San Gabriel Muni. Water District	Big Bear Area Regional Wastewater Agency	Triunfo Water and Sanitation District
West Basin Water District	Helix Water District	Mojave Water Agency	Idyllwild Water District
Chino Basin Desalter Authority	Running Springs Water District	Ventura Regional Sanitary District	Rubidoux Community Services District

Mr. Manno has completed over 200 hours of continuing professional education courses over the past three years of which the following select courses are relevant to this engagement:

- ◆ Association of Certified Fraud Examiners, *Fraud Related Internal Controls*
- ◆ American Institute of Certified Public Accountants, *Governmental Accounting and Auditing Update*
- ◆ San Diego County Treasurer, *Fraud Prevention and Ethics Symposium*

Professional affiliations

Mr. Manno is a member of the following organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ Association of Government Accountants (AGA)
- ◆ Association of Certified Fraud Examiners (ACFE)
- ◆ Government Finance Officers Association (GFOA)
- ◆ California Special Districts Association (CSDA)
- ◆ California Society of Municipal Finance Officers (CSMFO)

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Partner, supervisory, and staff qualifications and experience (continued)



Terry P. Shea, CPA
Concurring Partner

Professional experience

Mr. Shea began his career with Thomas, Byrne and Smith in 1981. He spent five years with the firm primarily working on audits of municipalities, special districts, redevelopment and other governmental agencies. He joined Rogers, Anderson, Malody & Scott, LLP in 1987 where he has completed governmental audits including municipalities and provided financial consulting services for various cities.

Education/licenses

Bachelor of Arts degree from California State University, Fullerton
Certified Public Accountant - State of California

Related professional experience

Partial listing of relevant governmental agencies served (*includes enterprise fund accounting):

Twentynine Palms Water District	East Valley Water District	Crestline Village Water District	Pine Cove Water District
Beaumont Cherry Valley Water District	Upper San Gabriel Muni. Water District	Big Bear Area Regional Wastewater Agency	Triunfo Water and Sanitation District
West Valley Water District	Helix Water District	Vista Irrigation District	Idyllwild Water District
Crestline-Lake Arrowhead Water Agency	Running Springs Water District	Ventura Regional Sanitary District	Rubidoux Community Services District

Mr. Shea served as the Interim Finance Director for the City of Perris from July 1998 to October 2001. He currently serves as the Contract Finance Director for one Riverside County city and one Los Angeles County city.

Continuing professional education

Mr. Shea has completed over 120 hours of continuing professional education courses in the past three years, of which, the following select courses are relevant to this engagement:

- ◆ American Institute of Certified Public Accountants, *Foundations in Governmental Accounting*
- ◆ American Institute of Certified Public Accountants, *Governmental and Not-for-Profit Conference*
- ◆ California Society of CPAs Education Foundation, *Governmental Auditing Skills*
- ◆ Thomson Reuters, *Audits of State and Local Governments*

Professional affiliations

Mr. Shea is a member of the following professional organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ Government Finance Officers Association (GFOA)
- ◆ California Society of Municipal Finance Officers (CSMFO)

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Partner, supervisory, and staff qualifications and experience (continued)



Brad A. Welebir, CPA, CGMA, MBA
Quality Control Partner

Professional experience

Mr. Welebir joined Rogers, Anderson, Malody & Scott, LLP in 2004. He primarily provides audits and advisory services to governmental agencies, small to mid-sized businesses, and not-for-profit organizations. Mr. Welebir serves as a technical reviewer for the GFOA CAFR Award program. He also serves as the CalCPA Inland Empire chapter chair of the governmental accounting and auditing committee and as the representative for the chapter at the state committee.

Education/licenses

Master of Business Administration - Accounting Emphasis from California State University, Fullerton
Bachelor of Arts in Business Administration from La Sierra University
Certified Public Accountant - State of California
Chartered Global Management Accountant - American Institute of Certified Public Accountants

Related professional experience

Partial listing of relevant governmental agencies served (*includes enterprise fund accounting):

Riverside County Parks and Open Space District	Helendale Community Services District	Crestline Village Water District	Running Springs Water District
Beaumont Cherry Valley Water District	Upper San Gabriel Muni. Water District	Big Bear Area Regional Wastewater Agency	Rubidoux Community Services District
Crestline-Lake Arrowhead Water Agency	San Bernardino Valley Municipal Water District	West Valley Water District	Idyllwild Water District
			Mojave Water Agency

Continuing professional education

Mr. Welebir has completed over 120 hours of continuing professional education courses in the past three years of which the following select courses are relevant to this engagement:

- ◆ California Society of CPAs Education Foundation, *Governmental Accounting and Auditing Update*
- ◆ American Institute of Certified Public Accountants, *OMB A-133 Single Audit Update*
- ◆ California Society of Municipal Finance Officers, *Annual Conference Sessions*
- ◆ Government Finance Officers Association, *GAAP Update*
- ◆ CCH, *Yellow Book Update*

Professional affiliations

Mr. Welebir is a member of the following professional organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ Government Finance Officers Association (GFOA)
- ◆ California Society of Municipal Finance Officers (CSMFO)
- ◆ California Special Districts Association (CSDA)

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Partner, supervisory, and staff qualifications and experience (continued)



Brianna Schultz, CPA, CGMA
Audit Manager

Professional Experience

Ms. Schultz began her career with Rogers, Anderson, Malody & Scott, LLP in July 2014, and had over three years' experience with another public accounting firm serving the same industry. During her time with the firm, she has worked primarily on audits of municipalities, special districts and redevelopment agencies, as well as various non-profit organizations.

Education

Bachelor of Science degree from California State University, San Bernardino
Certified Public Accountant – State of California
Chartered Global Management Accountant – American Institute of Certified Public Accountants

Related Professional Experience

Partial listing of relevant governmental agencies served (*includes enterprise fund accounting):

Beaumont-Cherry Valley Water District	Elsinore Valley Municipal Water District	Rubidoux Community Services District	Costa Mesa Sanitary District
Meeks and Delay Water Company	Sativa Los Angeles County Water District	Rossmoor Community Services District	Rosamond Community Services District
Mojave Water Agency	Vallecitos Water District	Valley Water Company	City of West Covina*
City of La Mesa*	Pine Cove Water District	City of El Cajon*	City of Hawthorne*

Ms. Schultz obtained the AICPA's *Advanced Single Audit Certificate* in 2019 and the *Intermediate Single Audit Certificate* in 2017. She served as the contract Interim Accounting Manager for the City of Glendora in 2016 and the Senior Accountant for the City of Rancho Cucamonga in 2015. Additionally, she is a reviewer for the GFOA CAFR Program.

Continuing Professional Education

Ms. Schultz has completed over 100 hours of continuing professional education courses over the past two years of which the following select courses are relevant to this engagement:

- ◆ Wolters Kluwer CPE Link, *OMB Supplement Addendum and the Latest COVID-19 Single Audit Implications*
- ◆ American Institute of Certified Public Accountants, *Impact of COVID-19 on Financial Reporting and Single Audit*
- ◆ Wolters Kluwer CPE Link, *2020 GAAP, GAAS & SSARS Update*
- ◆ California Society of Municipal Finance Officers, *Lease Accounting*

Professional Affiliations

Ms. Schultz is a member of the following organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ Government Finance Officers Association (GFOA)
- ◆ California Society of Municipal Finance Officers (CSMFO)

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Partner, supervisory, and staff qualifications and experience (continued)



Veronica Hernandez, CPA
Audit Supervisor

Professional Experience

Ms. Hernandez is an Audit Supervisor with the firm. She has over 5 years' experience in providing accounting and auditing services for municipalities, special districts and various nonprofit organizations.

Education

Bachelor of Science degree from California State University, San Bernardino
Certified Public Accountant – State of California

Related professional experience

Partial listing of relevant governmental agencies served (*includes enterprise fund accounting):

Beaumont-Cherry Valley Water District	Big Bear Area Regional Wastewater Agency	Elsinore Valley Municipal Water District	Rubidoux Community Services District
Sativa Los Angeles County Water District	United Water Conservation District	Capistrano Bay Comm. Services District	Valley Water Company
City of Hawthorne*	City of Fillmore*	City of Beaumont*	City of Poway*
City of San Marcos*	City of Moreno Valley*	City of Redondo Beach*	City of Fillmore*

Continuing Professional Education

Ms. Hernandez has completed over 100 hours of continuing professional education courses over the past two years of which the following select courses are relevant to this engagement:

- ◆ California Society of Municipal Finance Officers, *Lease Accounting*
- ◆ California Society of Municipal Finance Officers, *Fiduciary Activities*
- ◆ California Society of Municipal Finance Officers, *Blue Book has been updated*
- ◆ California Society of Municipal Finance Officers, *Lease Accounting of tomorrow*
- ◆ California Society of Municipal Finance Officers, *GASB Update*
- ◆ American Institute of Certified Public Accountants, *Governmental Accounting and Auditing Update*

Professional affiliations

Ms. Hernandez is a member of the following professional organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CaICPA)
- ◆ California Society of Municipal Finance Officers (CSMFO)

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Similar engagements with other governmental entities

Entity: *Elsinore Valley Municipal Water District*
Scope of work: Financial Audit/ACFR*
Date: Year ending June 30, 2015 - present
Engagement partner: Mr. Scott Manno
Total hours: 350 hours
Contact person: Mr. Robert Hartwig, Asst General Manager Admin Services, (951) 674-3146, rhartwig@evmwd.net
Address: 31315 Chaney Street, Lake Elsinore, CA 92530

Entity: *Crestline-Lake Arrowhead Water Agency*
Scope of work: Financial Audit
Date: Years ending June 30, 1996 - present
Engagement partner: Mr. Terry Shea
Total hours: 350
Contact person: Ms. Roxanne Holmes, General Manager, (909) 338-1779, clawa@verizon.net
Address: 24116 Crest Forest Drive, Crestline, CA 92325

Entity: *Ventura Regional Sanitation District*
Scope of work: Financial Audit/ACFR*
Date: Years ending June 30, 2007 - 2019
Engagement partner: Mr. Scott Manno
Total hours: 275
Contact person: Ms. Tina Rivera, Director of Finance & Admin, (805) 658-4646, Tinarivera@vrzd.com
Address: 1001 Partridge Drive, Suite 150, Ventura, CA 93003

Entity: *San Bernardino Valley Municipal Water District*
Scope of work: Financial Audit
Date: Years ending June 30, 2004 - present
Engagement partner: Mr. Terry Shea
Total hours: 225
Contact person: Mrs. Cindy Saks, Finance Manager, (909) 387-9224, cindys@sbumwd.com
Address: 380 East Vanderbilt Way, San Bernardino, CA 92408

Entity: *Crestline Village Water District*
Scope of work: Financial Audit
Date: Years ending June 30, 1996 - present
Engagement partner: Mr. Scott Manno/Mr. Brad Welebir
Total hours: 200
Contact person: Mrs. Larrie Ann Davis, Office Manager (909) 338-1727, ladavis@cwwater.com
Address: 777 Cottonwood Drive, Crestline, CA 92325

* = received GFOA/CSMFO award.

See Attachment A for a listing of current and recent government clients served.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach

Services to be provided

The District desires the auditor to express an opinion(s) on the fair presentation of the financial statements for the following: the District and the JPA of Las Virgenes Municipal Water District and Triunfo Sanitation District in accordance with generally accepted accounting principles.

In addition, we shall:

- Prepare the financial statements, if requested.
- Apply certain limited procedures related to Management's Discussion and Analysis and Required Supplementary Information and provide an "in-relation-to" report on the combining and individual fund financial statements and supporting schedules, if applicable.
- Provide opinions as to the compliance with the *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (OMB Uniform Guidance). RAMS is to provide an "in-relation-to" report on the Schedule of Expenditures of Federal Awards based on the auditing procedures applied during the audit of the financial statements.
- Test compliance with Article XIII B pertaining to the District's appropriation limit and prepare an Agreed-Upon Procedures report to the governing board regarding compliance.

Our audit(s) will be in accordance with:

- Generally Accepted Auditing Standards as promulgated by the American Institute of Certified Public Accountants, including requirements found in the new AICPA audit guide *Audits of State and Local Governments*.
- *Government Auditing Standards* issued by the Comptroller of the United States of America.
- Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (OMB Uniform Guidance).
- *Minimum Audit Requirements and Reporting Guidelines for Special Districts* as prescribed by the State Controllers Office.
- Any other applicable standards for other items outlined in the Scope of Work to be performed and/or reports to be issued.

Reports to be issued:

- A report on the fair presentation of the financial statements in conformity with GAAP.
- A report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards* (material weaknesses or significant deficiencies).
- A report in compliance with requirements applicable to each major federal program and internal control over compliance in accordance with the *Uniform Guidance*.
- Prepare Management Letter that includes significant and less significant (i.e., reportable and non-reportable) recommendations for improvements to internal control.
- We will issue reports to those charged with governance (SAS 114 letters) as required by auditing standards.

RAMS will also perform the following:

- Make an immediate, written notification of all irregularities and illegal acts or indication of illegal acts of which we become aware to the following: District Manager and District Attorney.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach (continued)

Engagement approach

Our engagement approach for your audit will be developed, in part, by using established goals which will enable measurement of the audits progress by the engagement partner and lead auditor. This involves frequent communication between the partner and the engagement team to ensure that all audit objectives are achieved in accordance with our goals and that any issues which may arise are communicated and dealt with on a timely basis. In addition, our in-depth knowledge and expertise in governmental accounting and auditing has allowed us to identify key audit and accounting risks in the government environment. More importantly, the approach provides for a complete reassessment of the control environment in each year's audit and thus enables us to respond to any needed risk assessment changes.

Our engagement approach has been developed and refined over many years. The foundation of our approach revolves around the following fundamentals:

- **Knowledge and experience.** We have been auditing governmental entities like the District, both large and small, for over 73 years. This experience has allowed us to gain in-depth knowledge of the governmental environment which in turn allows us to perform a more efficient and effective audit. It also enables us to perform detailed risk assessment procedures allowing us to identify significant audit risk areas within the District and its control environment.
- **Intelligent design:** As discussed later in our proposal, all our audits are designed to be intelligent using our powerful audit software tools (Engagement and *Teammate Analytics*). This allows us to analyze large amounts of data in seconds increasing both the efficiency and, more importantly, the effectiveness of all our audit engagements.
- **Oversight.** Professional judgment is not developed overnight. Our partners, managers and supervisors have been deeply involved in governmental audits on a continuous basis for most of their professional careers. By having direct partner and manager oversight, we can design audit strategies that result in effective and efficient audits.
- **Timeliness.** Deadlines are not just “dates” to us, they are professional commitments. All required deadlines will be met.
- **Open communication.** Open lines of communication with all parties (the engagement team members and District Management and staff) throughout the audit process helps to eliminate “surprises.” Proper planning and proper use of experienced engagement personnel tend to provide for an effective and efficient audit process. Consequently, inefficiencies, disruptions, and lack of understanding are kept to a minimum.
- **Availability.** All engagement team members are available throughout the year for any questions or additional consultation. District staff will have direct access to the partner, manager, and other supervisory staff at all times during the engagement, as well as after.
- **Cost effectiveness.** Our customized audit approach and procedures and our experienced auditors help to reduce your overall audit costs while still providing an effective audit and high-quality reports.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach (continued)

As indicated in the previous section of the proposal, the overall objective of the engagement with the District is to conduct an audit of the financial statements in accordance with required auditing standards and the expression of an opinion(s) on those financial statements. Beyond that initial objective, we believe that our engagement approach provides certain other value-added characteristics, at no additional cost, that will benefit the District over the long-term:

- All our audits are designed to be performed in an efficient and effective way to minimize disruption to the office operations.
- We offer practical observations and recommendations relating to internal control issues, implementation of accounting standards and the policies and procedures regarding both.
- We identify opportunities for operating efficiencies which can be used to decrease operating costs of the District.

Audit approach and proposed audit segmentation

The following is a summary of the audit team's audit approach for the engagement. The audit will be divided into the following segments:

Segment 1 - Interim testing - planning, pre-audit administration, and internal control testing

During this phase of the audit, our principal objectives will be to gather information about the District and its environment, including its internal control over financial reporting.

To achieve the desired objectives of this phase of the audit, we will:

- Meet with the District's staff to determine convenient dates in which we can begin our audit and to discuss the assistance to be provided by the District's staff.
- Hold brainstorming sessions with engagement team members to discuss the susceptibility of the District's financial statements to material misstatement and fraud.
- Review and evaluate the District's accounting and reporting processes by reviewing the prior year's audit workpapers, any District-prepared documents such as budgets, in-house financial reports, policies and procedures manuals, minutes of governance meetings, etc., and by using various analytical procedures. Analytical procedures will enhance our understanding of the District and will help us identify areas that may need further assessment and additional testing.
- Review and retain copies of any pertinent local, state and federal statutes, regulations, or charters that apply to the District.
- Evaluate the design of controls that are relevant to the audit by obtaining a thorough understanding of the District's internal controls over financial reporting and compliance by documenting key internal control components, utilizing questionnaires, walkthroughs, inquiring of the District's personnel, and observing and reviewing key supporting documentation (a more thorough explanation of this process is discussed later in the technical proposal).
- Test controls, if control risk is to be assessed below maximum, by selecting a sample of transactions within the audit area being tested and reviewing supporting documentation to determine whether the relevant controls are in place and functioning properly.
- Document and review with management, any findings noted during the testing of internal controls and provide a preliminary management letter that will include our recommendations for improving any weaknesses in operations. The letter will also include suggestions for improving the efficiency of the District's operations.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach (continued)

- Utilize our powerful audit data analytic software allowing us to analyze large amounts of data in seconds and focusing on areas/transactions that are red flagged.

In addition, we will perform the following procedures related to IT General Controls that “touch” financial data:

- *Security access (including physical) controls:* evaluate the general system security settings and password parameters; evaluate the process for adding, deleting, and changing security access; evaluate the access capabilities of various types of users; evaluate access controls to networks and financial applications; evaluate access controls related to data files; and evaluate physical access to networks, servers, etc.
- *Computer operations:* Evaluate backup and recovery processes and review processes of identifying and handling operational problems.
- *System development and system changes:* Evaluate processes related to system development and system changes (if applicable).
- *Application testing:* We will determine if the testing of application controls is deemed necessary based on our professional judgment in the planning stages of the engagement.

This phase of the engagement for the audit will be performed by the audit senior and two/three staff accountants with direct supervision by the audit manager and partner.

Segment 2 - Year-end testing - substantive testing

During this phase of the audit, our principal objectives will be to assess the risk of material misstatement at the financial statement level and specific assertions, design overall responses to assessed risks and further audit procedures, perform substantive tests, and complete the audit and evaluate audit findings, if applicable.

To achieve the desired objectives of this phase of the audit, we will:

- Identify significant risks and develop a detailed audit plan using the results in Segment 1.
- Design substantive tests of account balances designed and modified specifically for the District’s operations and assessed level of risk. Substantive procedures will consist of testing material balance sheet accounts, material revenue and expenditure/expense accounts along with various analytical procedures as deemed necessary. In addition, various accounts may be confirmed with outside parties (cash, investments, etc.).
- Determine whether our testing supports the assessed level of risk initially assigned at the financial statement level and at the assertion level.

If any proposed audit adjustments are noted during this phase, we will discuss and explain them, in detail, with the appropriate level of management prior to posting.

This phase of the engagement for the audit will be performed by the senior accountant and two/three staff accountants with direct supervision by the audit manager and partner.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach (continued)

Segment 3 - Reporting - report preparation/audit conclusion (workpaper review)

During this phase of the audit, our principal objectives will be to evaluate whether the financial statements, taken as a whole, are free from material misstatement and form an opinion(s) and issue our report.

To achieve the desired objectives of this phase of the audit, we will:

- Determine whether, based on our substantive testing and other procedures, the financial statements, taken as a whole, are free of material misstatement. This will provide the basis for our opinion(s).
- Review all audit workpapers to ensure that the audit was performed in accordance with the required standards (GAAS, GAGAS, etc.) and prepare drafts of all required reports by the agreed-upon dates.
- Conduct an independent review of the financial statement draft by the engagement's quality control partner and issue all reports by the agreed-upon dates.

This phase of the engagement will be performed by the audit senior and one staff accountant with direct supervision by the audit manager and partner. In addition, the engagement's quality control partner will perform a detailed quality control review of the financial statements.

The above procedures are a general list of procedures to be performed. After our initial review of the District and our detailed risk assessment, we will customize the engagement and gear it towards the needs of the District and the audit itself. In doing so, we will determine which procedures to perform relative to our risk assessment. All our audits are customized to each entity, helping to ensure a complete, effective, and efficient audit. The foundation of the above approach is based on open communication coupled with a strong knowledge of the District's operations and detailed planning at the initial stages of the audit.

Our firm is dedicated to performing a timely audit engagement. Prior to the start of the audit, we will meet with District staff and decide on adequate timeframes, agreed upon by both the District and us, for the performance of the audit and the release of the financial statements. *We will dedicate the necessary resources to meet any agreed upon time frames.*

Level of staff and approximate number of hours assigned to each segment:

Segment	Partner	Supervisor	Senior	Staff	Total
Segment 1	8	8	23	49	88
Segment 2	14	14	42	79	149
Segment 3	9	9	28	12	58
Totals	31	31	93	140	295

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach (continued)

Intelligent audit technology

Our audits are designed to be intelligent using our powerful audit software tools (Engagement and Teammate Analytics). In addition, all audit team members are linked to each other using wireless connections which enables them to share information at an almost real-time speed. Below are some of the benefits of our audit technologies:

- ***We utilize Teammate Analytics, a suite of more than 200 dynamic Computer Aided Audit Tools (CAATs). This allows us to analyze large amounts of data in seconds. Using data received directly from the District, we can perform the following: search for duplicate checks, detect transactions occurring on holidays/weekends or during unusual hours, perform Benford's Law analysis, and identify instances when a vendor has issued multiple invoices with sequential references along with many other tests. The software empowers our audit teams with the ability to perform powerful, meaningful data analysis which will build upon our other value-added services.***
- We can create our own analytical schedules allowing for easy analysis of current balances to prior year balance, current vs budget balance, thus reducing significant District staff time.
- Once your trial balances and financial statements are entered into our software, we can observe your financial statements in the field allowing us to notice any variances and address them immediately.
- We link the financial statement schedules directly to our audit software trial balances, and as a result, we can provide the District with fund financial statements almost immediately after importing the trial balances.
- We can provide the District with our audited trial balances which show the coding of the financial statement schedules for ease of review for District staff. These reports show each account coded to a specific financial statement line item/function as well as journal entries posted during the audit.
- We have the capability to perform effective and efficient audits remotely as well.

Analytical procedures

In order to properly utilize analytical procedures, industry background and knowledge are needed. With our firm's long history and qualified staff, we believe we have the necessary knowledge and experience to effectively apply analytical procedures. We will utilize analytical review procedures throughout our audit of the District.

- During the *interim* phase of our audit, we will compare current and prior year unadjusted balances to determine which areas may need additional analysis; we will also compare current year actual amounts to the District's annual budget (both original and adopted).
- During the *final* phase of our audit, we will perform procedures like those mentioned above, as well as compare certain financial ratios for current and prior years. We will also conduct certain "reasonableness" tests. Any significant variances are investigated further through inquiry and other substantive testing as deemed necessary until resolved to our satisfaction.
- Finally, after we have completed our fieldwork, we will compare current and prior year audited balances, keeping in mind expected relationships obtained from our knowledge of the District, similar entities and the general economic environment. In addition, we may choose to use various other analytical techniques such as trend analysis, etc.

Unlike other audit firms, we use analytical procedures to supplement our substantive testing, not supplant them.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach (continued)

Understanding of internal control over financial reporting

Our approach to obtaining an understanding of the District's internal control over financial reporting will be performed in accordance with professional standards as promulgated by the American Institute of Certified Public Accountants -- our understanding will include the *Control Environment, Risk Assessment, Control Activities, Information and Communication, and Monitoring*. We will use customized procedures which we have developed internally to evaluate your internal control systems. By combining our customized procedures and our detailed knowledge of the District and its environment, we will be able to provide constructive feedback in areas we feel need improvement. In addition to our customized procedures, we will also perform the following:

Control Environment. Through inquiry of the District's personnel, prompted by questionnaires, personal knowledge, and review of the minutes of the governing body meetings, we will obtain an understanding of management's and the governing body's attitudes, awareness, and actions concerning the control environment, focusing on the substance of the controls rather than their form.

Risk Assessment. Through inquiry of the District's personnel and the use of questionnaires, we will obtain sufficient knowledge of the District's risk assessment process to understand how management considers risks relevant to financial reporting objectives and decides upon actions to address those risks. This will include understanding how management identifies risks, estimates the significance of these risks, assesses the likelihood of their occurrence, and relates them to financial reporting.

Control Activities. Certain control procedures will be documented during our analysis of the control environment and the accounting system. However, many specific control procedures will still need to be documented that will focus primarily on the District's major transaction cycles. As mentioned above, we will test the District's control procedures on which we intend to rely on for safeguarding assets from unauthorized use or disposition and detecting/preventing unauthorized transactions. Any flow charts, organizational charts and any other manuals, programs, and financial and management information systems will be analyzed during this process.

Information and Communication. Through inquiry of the District's personnel, we will identify the major types of transactions engaged in by the District. We will become familiar with the treatment of those transactions, including how the transactions are initiated, the related accounting records, and the manner of processing the transactions. Finally, we will obtain an understanding of the District's financial reporting process used to prepare financial reports, including the approaches used in making accounting estimates and disclosures.

Monitoring. Through inquiry of the District's personnel and the use of questionnaires, we will obtain sufficient knowledge of the major types of activities the District uses to monitor internal control over financial reporting. We will also determine how those activities are used to initiate corrective actions.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach (continued)

Approach in determining applicable laws and regulations

We understand the importance of laws and regulations in planning an audit of a local governmental entity and design all our audits to ensure we test transactions for compliance. As part of our audit process, our audit team will obtain an understanding of the laws and regulations that will have a direct and material effect on the District's financial statements. In determining which laws and regulations are applicable to the District's financial statement audit, we will consult the following sources:

- AICPA Audit and Accounting Guide, *Audits of State and Local Governments*
- California Government Code (investments, GANN limit requirements, etc.)
- Applicable State of California laws
- U.S. Government Accountability Office's *Government Auditing Standards* (The Yellow Book), latest revision
- Applicable contracts/grants of the District
- *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (OMB Uniform Guidance)

After consulting the applicable sources, we will design our audit to provide reasonable assurance of detecting material instances of noncompliance while continuing to refer to the applicable compliance guideline to ensure changes in compliance are not missed.

Effect of COVID-19 on our audits

The COVID-19 pandemic led to most of our audits being performed remotely in 2020 and a hybrid in 2021. We were highly flexible with our clients and were able to perform almost all our audits remotely unless the clients requested a limited staff presence on-site. No matter how the pandemic continues to develop in California, we are prepared and able to continue serving our clients remotely, and even on-site with the appropriate precautions.

Auditing in a remote environment

The availability and use of technology has had a significant impact on the accounting and auditing profession, allowing us to provide professional services across longer distances and more timely than ever before. We have continued to evolve our ability to serve our clients remotely throughout the COVID-19 pandemic and have experienced new efficiencies for both auditor and auditee. We anticipate continuing to perform substantially all our audit work remotely and will work with the District to maximize the remote efficiencies using technology. If the District would like members of the audit team on-site, we will work with District management on determining an acceptable staffing level.

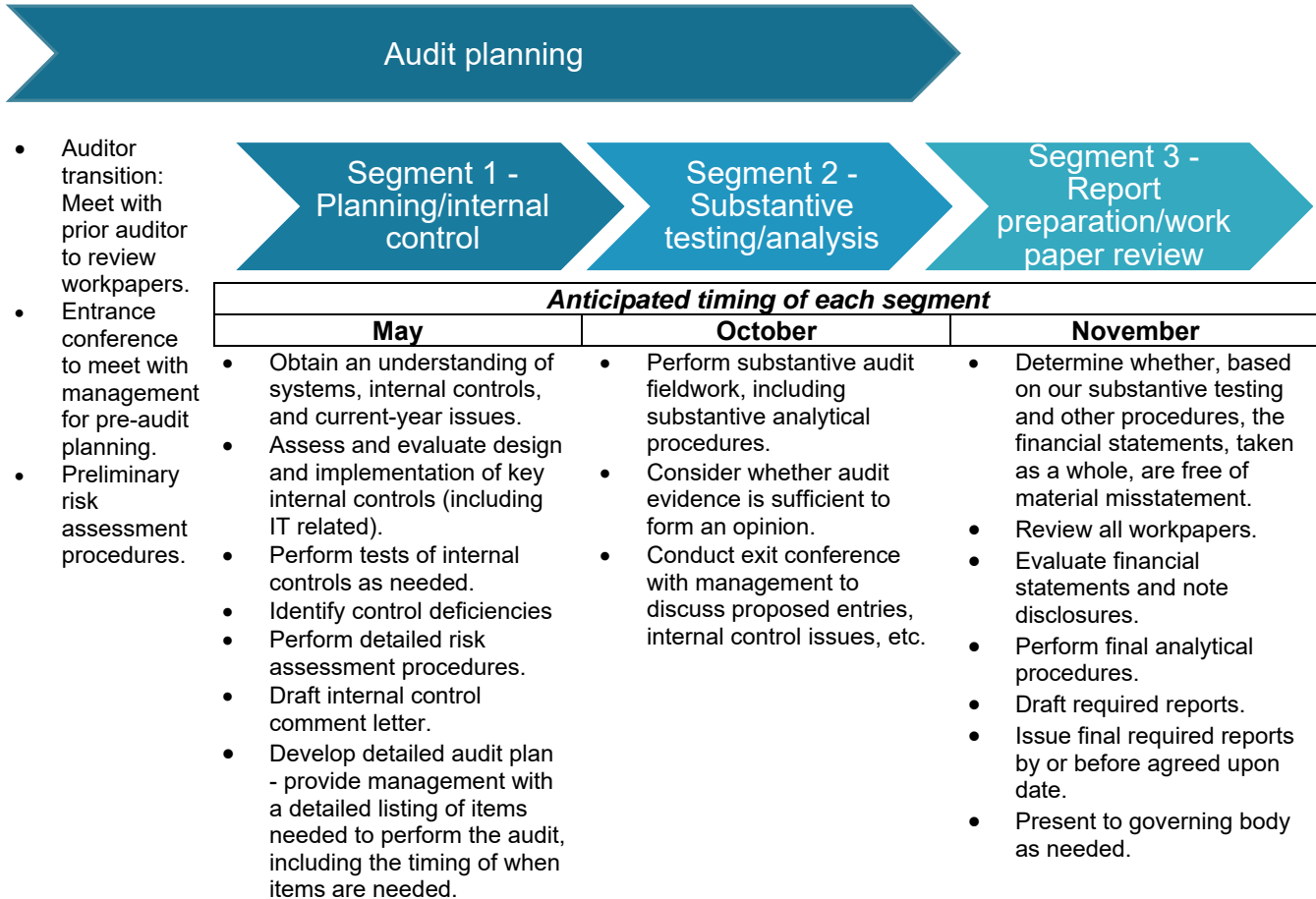
We maintain regular and routine contact with our clients throughout the audit planning, fieldwork, and conclusion phases of the audit with the use of email, phone calls, secure portals, video conferencing, project tracking schedules, and any other means necessary to ensure the timely completion of the audit by any agreed-upon deadlines. Our audit team is very responsive to our clients and we encourage our clients to connect with us throughout the year for any matters that may affect the audit or of a general accounting nature. We have found this to be mutually beneficial for both our clients and the annual audit work.

LAS VIRGENES MUNICIPAL WATER DISTRICT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES

Proposed audit approach (continued)

Proposed audit timing



Covid-19 considerations

In addition, we will consider the following items related to the pandemic:

- Any changes in internal control procedures due to District staff working remotely, staff reductions, including related IT changes.
- Valuation issues related to investments as well as accounts receivable balances.
- Pandemic related grant funding (FEMA grants and CARES act funding received directly from the Federal government and amounts passed through from the State and/or counties).
- The effects of reduced revenues, staffing, etc. on budget vs. actual comparisons.

GOVERNMENT CLIENTS SERVED

<u>Government Client</u>	<u>Years Served</u>	<u>GFOA Awards</u>
Crestline Village Water District	04/30/96 to 04/30/21	
Crestline-Lake Arrowhead Water	06/30/98 to 06/30/21	
San Bernardino Valley Muni Water District	06/30/04 to 06/30/21	
Elsinore Valley Municipal Water District	06/30/15 to 06/30/21	Yes
Pine Cove Water District	06/30/10 to 06/30/21	
Idyllwild Water District	06/30/11 to 06/30/21	
Big Bear Area Regional Wastewater	06/30/12 to 06/30/21	Yes
Mojave Water Agency	06/30/19 to 06/30/21	
Beaumont Cherry Valley Water District	12/31/17 to 12/31/20	Yes
Rosamond Community Services District	06/30/15 to 06/30/21	
Rossmoor Community Services District	06/30/05 to 06/30/21	
Rim of the World Park & Rec. District	06/30/06 to 06/30/21	
Heartlands Communications Fac Auth	06/30/07 to 06/30/21	
Heartlands Fire Training Authority	06/30/07 to 06/30/21	
Consolidated Fire Agencies	06/30/14 to 06/30/21	
Successor Agency to the County of SB	06/30/14 to 06/30/21	
Riverside County Habitat Con. Agency	06/30/15 to 06/30/21	
Mission Springs Water District	06/30/20 to 06/30/21	
Santa Ana Watershed Association	12/31/09 to 12/31/20	
Capistrano Bay Community Services District	06/30/13 to 06/30/21	
Ventura County Public Fin Authority	06/30/12 to 06/30/21	
San Bernardino Water Conservation	06/30/16 to 06/30/21	
Nipomo Community Services District	06/30/16 to 06/30/21	Yes
SBIAA	06/30/17 to 06/30/21	
WRCOG	06/30/17 to 06/30/21	
San Diego Workforce Partnership	06/30/16 to 06/30/21	
Rubidoux Community Services District	06/30/16 to 06/30/21	
Triunfo Sanitation District	06/30/20 to 06/30/21	
Conejo Recreation and Park District	06/30/19 to 06/30/21	
Upper San Gabriel Valley MWD	06/30/19 to 06/30/21	Yes
March Joint Powers Authority	06/30/19 to 06/30/21	
Chino Basin Desalter Authority	06/30/19 to 06/30/21	Yes
Mountains Recreation and Conservation	06/30/19 to 06/30/21	
Palos Verdes Peninsula Transit Authority	06/30/19 to 06/30/21	
Yucca Valley Airport District	06/30/19 to 06/30/20	
West Basin Municipal Water District	06/30/20 to 06/30/21	Yes
City of Canyon Lake	Accounting support	
City of Rolling Hills	Accounting support	
Running Springs Water District	Accounting support	
Phelan Pinon Hills Community Services District	Accounting support	

GOVERNMENT CLIENTS SERVED

<u>Government Client</u>	<u>Years Served</u>	<u>CSMFO/ GFOA</u>	<u>Successor</u>	<u>Housing</u>
		<u>Awards</u>	<u>Agency</u>	<u>Authority</u>
City of El Cajon	06/30/07 to 06/30/21	Yes	Yes	Yes
City of Exeter	06/30/17 to 06/30/21			
City of Woodlake	06/30/17 to 06/30/21			
Town of Yucca Valley	06/30/08 to 06/30/21	Yes	Yes	Yes
City of La Verne	06/30/11 to 06/30/21	Yes	Yes	Yes
City of San Jacinto	06/30/11 to 06/30/21		Yes	Yes
City of Twentynine Palms	06/30/11 to 06/30/21	Yes	Yes	Yes
City of La Mesa	06/30/11 to 06/30/21		Yes	Yes
City of Menifee	06/30/14 to 06/30/21	Yes		
City of San Marcos	06/30/14 to 06/30/21	Yes	Yes	Yes
City of Loma Linda	06/30/13 to 06/30/21	Yes	Yes	Yes
City of Sierra Madre	06/30/12 to 06/30/21	Yes	Yes	Yes
City of Hawthorne	06/30/16 to 06/30/21	Yes	Yes	Yes
City of West Covina	06/30/16 to 06/30/20	Yes	Yes	Yes
City of Aliso Viejo	06/30/16 to 06/30/21	Yes	No	No
City of Claremont	06/30/16 to 06/30/21	Yes	Yes	Yes
City of Thousand Oaks	06/30/18 to 06/30/21	Yes	Yes	Yes
City of South Pasadena	06/30/18 to 06/30/20		Yes	Yes
City of Rolling Hills Estates	06/30/19 to 06/30/21	Yes		
City of Calabasas	06/30/20 to 06/30/20			
City of San Bernardino	06/30/20 to 06/30/20			
City of Ojai	06/30/20 to 06/30/20			
City of Beaumont	06/30/20 to 06/30/20			
City of Moreno Valley	06/30/20 to 06/30/20			
City of Lawndale	06/20/20 to 06/30/20			
Town of Windsor	06/30/19			

Las Virgenes Municipal Water District

PART I

All Inclusive Dollar Bid

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT OF 2021/22 FINANCIAL STATEMENTS

Rogers, Anderson, Malody & Scott, LLP

Certified Public Accountants

Certification:

The person signing the proposal is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with the Las Virgenes Municipal Water District.

The total all-inclusive maximum price for the fiscal year 2021/22, for the services described in the Request for Proposal Section II, is as follows:

<u>Service</u>	<u>Amount</u>
Las Virgenes Municipal Water District Annual Comprehensive Financial Report	\$ 38,800
Joint Powers Authority audit	4,080
Single Audit, <i>if applicable</i> *	6,510
Out-of-Pocket	
Meals, lodging, transportation, etc.	-
Other	-
Adjustments - discounts:	
Las Virgenes Municipal Water District Comprehensive Annual Financial Report	(3,350)
Joint Powers Authority audit	(230)
Single Audit, <i>if applicable</i> *	(550)
Total all-inclusive maximum price for the 2021/22 audit	<u>\$ 45,260</u>

* first major program, each additional major program \$3,850.

For the subsequent two fiscal years, our fees will remain as stated above.

We thank you for the opportunity to submit this proposal for the District.



Scott W. Manno, CPA, CGMA

Partner

Las Virgenes Municipal Water District

PART II

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES

Rogers, Anderson, Malody & Scott, LLP

Certified Public Accountants

Staff level	Standard hourly rates	Quoted hourly rates
Partner	\$ 325	\$ 300
Manager	215	200
Supervisor	165	155
Senior Accountant	150	140
Staff Accountant	125	110
Clerical	60	45



□ January 4, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Claim by Frank and Jeri Churchill

SUMMARY:

The District received the attached claim from Jerri & Frank Churchill on November 16, 2021. Claimants sought damages in the amount of \$1,910.61 for alleged damages caused by a water main rupture that caused their kitchen to flood and damaged their downstairs bedroom. Based on the results of the investigation, staff settled the claim for the submitted amount.

RECOMMENDATION(S):

Receive and file the Information Item regarding the claim by Jerri and Frank Churchill.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

none

DISCUSSION:

Claimants Jerri and Frank Churchill submitted their claim in the amount of \$1,910.61 for damages allegedly caused by a water main being shut on and off. Staff investigated the claim and determined that the damage could have been caused as a result water main shut down following a water main break. The District and the claimants entered into a Settlement

Agreement on December 9, 2021 authorizing payment of the full amount claimed which is within the authority of the General Manger.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Tiffany Armstead

ATTACHMENTS:

Claim Filed



Photos to
customer-service @
lvwmwd.com
Account #
910505

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

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

818-251-2100 Angela

Name of claimant/s: Frank and Jerri Churchill

Address/location of accident or occurrence:

26235 Lockwood Road
Malibu, CA 90265

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

SAME

Telephone numbers: Home: 818-209-2487 Work/Cell: 805-338-4740

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

- When did damage or injury occur? (Give exact date and hour)
The damage happened at approximately 3:00AM ON Sunday, September 12, 2021
- Where did the damage or injury occur?
At our home located @ at 26235 Lockwood Road Malibu. Specifically, the damage was when our kitchen flooded + damaged downstairs bedroom.
- How did the damage or injury occur? (Give full details)
There was some type of water main break on Corral Canyon on 9/11/21. LVMWD turned off water to our neighborhood + when they turned it back on it burst the water line that goes to our fridge. This caused the kitchen to flood and leak down to the downstairs bedroom.
- What damage or injuries do you claim?
Ruined King size bed. Ruined ceiling tiles downstairs. Soaked kitchen floor and interior of downstairs ceiling.

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

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

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

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

Amount claimed as of this date: \$ 1,910.61

Estimated amount of future expenses: \$ 0

Total Amount Claimed: \$ 1,910.61

Basis for computation of amounts claimed: receipts

1723.46 - MATTRESS
72.21 FAN RENT
114.94 ceiling repair
1,910.61

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

Jerri Churchill
Signature of Claimant or Person Acting on Claimant's Behalf

11/16/21
Date

Print Name of Signee (required): Jerri Churchill

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

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

Date Received: _____ Time: _____ Recorded by: _____

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



STORE 6632 Woodland Hills
6345 Variel Ave
Woodland Hills, CA 91367
(818)227-2470

Rental Center Hours

MON 6A-10P TUE 6A-10P WED 6A-10P THU 6A-10P FRI 6A-10P SAT 6A-10P SUN 7A-8P

CONTRACT #: 308389
Status: CLOSED

FRANKLYN CHURCHILL
3828 N DESERT OASIS CIR
MESA, AZ 85207
(805) 338-4740

CONTRACT TOTAL
\$72.21

ACTUAL DURATION
1 Day, 23 Hours, 49 Minutes

Deposit Trans: Register #: 90 Transaction #: 24621 Date: 09/12/21 eDeposit #: 6632210912073470530838965
Charge Trans: Register #: 90 Transaction #: 27582 Date: 09/14/21 eDeposit #: 6632210912073470530838965

Customer Name: FRANKLYN CHURCHILL
Date out: 09/12/2021 - 4:47 PM
Date Due: 09/13/2021 - 4:47 PM
Date In: 09/14/2021 - 4:36 PM

Tool Description	Charges	Amount	
High Volume Fan (09-945-02477)	Tool Rental Fee	\$58.00	Rental Subtotal \$58.00
	SubTotal	\$58.00	Damage Protection* \$8.70
			Sales Tax \$5.51
			Contract Total \$72.21
			Deposit - PAID 09/12/21 (MASTERCARD ending 0247) -\$50.00
			Balance Charged \$22.21 (MASTERCARD ending 0247)
			Outstanding Balance \$0.00

* 15% of Rental Subtotal if applicable.

RENTAL FEE CALCULATOR DISCLAIMER

Home Depot uses a Rental Calculator to insure our customers to get the lowest rates possible for the time they had the tool.

TERMS & CONDITIONS

I agree that no representative of The Home Depot is authorized to make any promise, warranty, or representation to me other than those reflected in writing in the Agreement. I agree to the Terms & Conditions and understand that the Agreement cannot be modified or changed except in writing signed by both parties. With respect to equipment I am renting, I have received the equipment referenced in the Agreement. In the event that I am returning equipment, I acknowledge and agree that I am returning the listed rental equipment, the total charges are correct, and additional charges may apply if the equipment is returned damaged.



How doers
get more done.

JOSHUA.W.ROWRY@HOMEDEPOT.COM
6345 VARIETL AVE. WOODLAND HILLS, CA 91367

6632 00052 43753 09/12/21 04:35 PM
SALE SELF CHECKOUT

081098011727	2310RADAR <A>	
	2'X4'#2310 RADAR SQ EDGE CEILING 64SF	
	2@37.85	75.70
081098011413	R2310MINIC <A>	19.80
	R2310 MINI 2X4 RADAR SQ 24 SF-CA	
07878677737	FLOORCLEANER <A>	9.47
	QUICK SHINE HARDWOOD FLOOR 270Z	
	NLP Savings	\$1.50

SUBTOTAL	104.97
SALES TAX	9.97
TOTAL	\$114.94

XXXXXXXXXXXX0247 MASTERCARD USD\$ 114.94
 AUTH_CODE 87579Z/7520319 TA
 Chip Read
 AID A0000000041010 Mastercard

6632 09/12/21 04:35 PM



6632 52 43753 09/12/2021 3311

RETURN POLICY DEFINITIONS		
POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	12/11/2021

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 94427 87847
PASSWORD: 21462 87795

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

MATTRESSFIRM

Ridgeview (SA) #029137
 6744 East McDowell Rd. Suite 101
 Mesa, AZ 85215 USA
 Phone : 480-420-2567

Frank Churchill
 26235 Lockwood Rd
 Malibu, CA 90265 USA

Primary Phone No: 818-209-2487
 Secondary Phone No:
 E-mail: xnun@aol.com

COVID-19 AND DELIVERY – Because of COVID-19, we may experience supply chain shortages and delays in shipping and delivering your item(s). We apologize for any potential issues on your order. We're doing our best to get you your order safely and quickly.

DATE: 9/13/2021
 ORDER NO: S037626460
 CUSTOMER NO: C014468444
 STATUS: Sale
 SLEEP EXPERT: Gary
 SLEEP EXPERT:

Point smart phone camera here or visit Mattressfirm.com/track to track your delivery. See reverse for guarantees. Also available @ www.mattressfirm.com



Qty	SKU#	Description	Guaranteed Low Price	Price Each	Extended Price	Method of Delivery	Delivery Address
1	V000246739	WILLOW BROOK PLUSH PILLOWTOP MATT KING PRIME	\$1,849.99	\$1,527.37	\$1,527.37	Red Carpet 9/16/2021 8:00 AM- 8:00 PM	26235 Lockwood Rd Malibu, CA 90265 USA
		Manager Approval Savings	\$322.62				
1	V000111619	HEAD UP 50 ADJUSTABLE BASE - NO RETURNS 1 PC KING ADJ PRIME	\$499.99	\$0.00	\$0.00	Red Carpet 9/16/2021 8:00 AM- 8:00 PM	26235 Lockwood Rd Malibu, CA 90265 USA
		Advertised Special	\$499.99				
1	135406	PLATINUM SERVICE	\$149.99	\$50.99	\$50.99		
		Competitor Match Savings	\$99.00				
1	103401	Delivery	\$0.00	\$0.00	\$0.00		

Comments:

Repeat guest mult. price match, ref: S29639292, S029484942. Remove old mattress/box

SUBTOTAL: \$1,578.36
 SALES TAX: \$145.10
 TOTAL SALE:
 PAYMENTS: \$1,723.46
 FINANCE AMOUNT: \$0.00
 BALANCE DUE:



□ January 4, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Claim by Wagon Road Ranchos

SUMMARY:

On November 15, 2021 Robert Holmes filed a claim on behalf of Wagon Road Ranchos with a TBD amount. A Notice of Insufficiency was sent to Mr. Holmes requesting additional information regarding an amount on December 1, 2021. Mr. Holmes then provided a proposal quote of \$4,858.00 to repair the asphalt Berm, that was allegedly damaged from LVMWD trucks driving on while the water main was being replaced. Staff investigated the claim and settled for the amount of \$4,858.00

RECOMMENDATION(S):

Receive and file the Information Item regarding the claim by Robert Holmes on behalf of Wagon Road Ranchos.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

None

DISCUSSION:

The claimant Robert Holmes submitted a claim in the amount of \$4,858.00 for damages

allegedly caused while the water main was being repaired following a break. An investigation confirmed that LVMWD and Toro Enterprises trucks drove over the asphalt road berms causing the damage. Staff verified the claim amounts and Toro Enterprises agreed to reimburse the district \$2,000 for their proportional share of the damages. On December 17, 2021 the District and claimant entered into a Settlement Agreement authorizing payment of the full amount claimed which is within the General Manger's authority.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Tiffany Armstead

ATTACHMENTS:

Claim Filed



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

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

Name of claimant/s: Wagon Raod Ranchos

Address/location of accident or occurrence:
Block of 28900 Wagon Rd., Agoura, CA 91301 or vicinity.

Address to where replies/notices should be sent (if different from the above):
Robert Holmes, 3700 Old Oak Rd., Agoura, CA 91301

Telephone numbers: Home: 818 292 2435 Work/Cell: 818 991 4598

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

1. When did damage or injury occur? (Give exact date and hour)
Primarily on Aug. 2, 2021. With additional damage occurring at the corner of Wagon and Cornell Roads when the water main broke there. *Also, 7-14-21 with TORO TRUCK.*
2. Where did the damage or injury occur?
28925 Wagon Rd., 28910 Wagon Rd. and 28821 Wagon Rd.
3. How did the damage or injury occur? (Give full details)
LVMWD trucks driving up and over asphalt road berms and crushing. Also, construcion damage to berms while the water main was replaced at Wagon and Cornell Roads.
4. What damage or injuries do you claim?
Monetary damages for replacement of 97 lineal feet of asphalt berms.

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

Damage is to the HOA common area.

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

7. If District employees were involved in causing the damage or injury, do you believe there was a particular act or omission on the part of the employees that caused it?
We said it wasn't necessary to bring the damage, but your employees proceeded anyway.

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

Amount claimed as of this date: \$ tbd

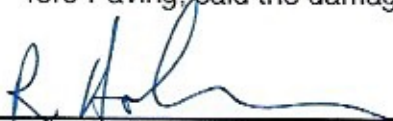
Estimated amount of future expenses: \$ tbd

Total Amount Claimed: \$ tbd

Basis for computation of amounts claimed: Andy Arenas was preparing the damage estimate with Toro.

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

Toro Paving, said the damage was to 97 lineal feet of asphalt curbing.



Signature of Claimant or Person Acting on Claimant's Behalf

11-15-21

Date

Print Name of Person Signing Above: Robert Holmes

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

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

Date Received: November 15, 2021 Time: 4:00 p.m. Recorded by: Josie Guzman

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



850 Lawrence Drive, Suite 100
 Thousand Oaks, CA 91320
 (800) 834-8488 | (805) 933-0882 Fax
 License #715641
 DIR #1000019226

DATE: December 14, 2021
 PROPOSAL: 1339UR

Wagon Road Ranchos
 Attn: Bob Holmes
 3700 Old Oak Road
 Agoura Hills, CA 91301

RE: Wagon Road Ranchos, 3700 Old Oak Road, Agoura Hills, 91301

Dear Bob,

Per your request, I am submitting our proposal for the asphalt berm replacement in your community. Our pricing is as follows:

General Pavement Management will furnish labor, services, materials, and equipment to complete the following scope of work in accordance with the plans and specifications identified below:		
<u>Asphalt Berm Replacement</u>	<u>97 Linear Feet</u>	\$4,858.00
Remove existing asphalt berm. Apply tack oil to asphalt surface. Replace asphalt berm per existing specifications using a machine berm.		

If acceptable, please select applicable options, sign below, and submit to GPM for scheduling. Unless otherwise stated within this proposal, prices are valid for 30 days, and are subject to change without notice due to fluctuating material and delivery costs. Fuel surcharges and/or material increases incurred after signing will be added to final invoice. By signing, you agree to these terms and acknowledge and agree to the attached Standard Agreement & Disclosures.

Submitted by:

Accepted by:

Ulises Rodriguez
 Estimator
 (805) 933-0909 Office
 (805) 856-8769 Mobile
 (805) 933-0882 Fax
 urodriguez@gmpavement.com

 Authorized Signature

 Name

 Date

 Title



January 4, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Final Report on Excess Vacation Accruals

SUMMARY:

Since the onset of the COVID-19 emergency, District staff had to quickly respond to and adjust to the evolving guidance and health orders. For the first several months of the pandemic, this guidance included recommendations to isolate crews necessitating the District to modify schedules. This combined with 2,674.3 hours lost to COVID exposures and quarantines resulted in a 32.9% increase in overtime across all enterprises during Fiscal Year 2020-2021 as compared to Fiscal Year 2019-2020. The need to maintain minimal staffing levels, especially in wastewater treatment where over time was up 51% year-over-year necessitated the General Manager to suspend vacation accrual caps early in the pandemic on an emergency basis. On March 16, 2020, the Board provided authorization for a one-time cash out option, new temporary caps on accrual, and an approved phase out back to the Memorandum of Understanding limits. The Board also request updates on vacation accruals every 90 days. The terms of the side letter expired on December 15, 2021. As of that date eight employees had vacation accruals over the MOU limits and will no longer accrual vacation until the hours are brought below the limits.

RECOMMENDATION(S):

Receive and file the final report related to vacation accruals related to COVID-19.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

DISCUSSION:

In April 2020, the General Manager issued a Memorandum to the Management; Supervisor, Professional, and Confidential (M/SPC) units and entered into a Side Letter with the Service Employees International Union Local 721 (SEIU) temporarily suspending vacation accrual provisions of the Memorandums of Understanding (MOU). On March 16, 2021, the Board authorized the District to offer a one-time only cash out of vacation accruals in excess of the MOU limits and to allow for a temporary revision of limits to 2.5 times the annual accrual amount. The Board also specified that at the end of the COVID emergency, the vacation accrual limits in the MOU will be reinstated and employees have six months to reduce vacation accruals below the MOU limits or future accruals would cease.

Following the Board's direction, a side letters was executed with SEIU and a memorandum was issued to Management; Supervisor, Professional, and Confidential Units implementing the Boards direction.

As of June 1, 2021, the District cashed out 1,419.96 hours at a value of \$73,436.54. Also, as of June 1, 2021, thirteen SEIU employees have a total of 341.504 hours over the MOU limit of 288 hours and seven M/SPC employees have a total of 168.494 hours over the MOU limit of 311.

As of December 15, 2021, following the end of the terms of the Side Letters, six SEIU employees had a total of 139.35 hours over the MOU limit of 288 hours. The number of hours over the limit ranged from 1.8 to 67.27. Two M/SPC employees had a total of 15.96 hours over the MOU limit of 311. As of December 15, vacation accruals were ended for all employees over the limit until such time as their accruals are below the MOU limits. Staff who were over the limit received reminders from payroll staff of the deadlines to use the additional leave.

Prepared by: Donald Patterson