

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

AGENDA
REGULAR MEETING
March 1, 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/88409655227>

To join by telephone, please dial (669) 900-6833 or (346) 248-7799 and enter Webinar ID: 884 0965 5227

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: March 1, 2022 (Pg. 6)**
Receive and File

B **Minutes: Regular Meeting of February 15, 2022 (Pg. 40)**

Approve

C Drought and Water Supply Conditions Update (Pg. 49)

Receive and File

D Claim by Moran Hermesh (Pg. 54)

Deny the claim by Moran Hermesh.

E Monthly Cash and Investment Report: January 2022 (Pg. 58)

Receive and file the Monthly Cash and Investment Report for January 2022.

**F Statement of Revenues, Expenses and Changes in Net Position:
January 2022 (Pg. 74)**

Receive and file the Statement of Revenues, Expenses and Changes in Net Position for the period ending January 31, 2022.

**G One-Time Cash Out of Excess Vacation Accruals for Unrepresented
Employees (Pg. 78)**

Authorize a one-time only cash out of excess vacation accruals for the District's unrepresented employees in a similar fashion as provided for represented employees.

5 ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

6 TREASURER

7 BOARD OF DIRECTORS

A Re-divisioning of District Director Boundaries: Public Hearing (Pg. 80)

Conduct a public hearing in accordance with California Elections Code 22000 et seq., to receive public input and feedback on the proposed re-divisioning of the District Director boundaries; and schedule a second public hearing for approval of the re-divisioning on March 15, 2022.

8 FACILITIES AND OPERATIONS

**A Rancho Las Virgenes Composting Facility: Biofilter Maintenance for
Zone Nos. 1 to 4 (Pg. 86)**

Authorize the General Manager to approve a purchase order for Viramontes Express, Inc., in the amount of \$110,175.35, to replace the biofilter media at the Rancho Las Virgenes Composting Facility.

9 FINANCE AND ADMINISTRATION

A Claim by Fred Pierson (Pg. 89)

Deny the claim by Fred Pierson.

B Reclassification of Network and SCADA Analyst Position (Pg. 97)

Reclassify an existing, vacant Network and SCADA Analyst position (Salary

Range M85) to a Network and Security Engineer position (Salary Range M98).

10 **ENGINEERING AND EXTERNAL AFFAIRS**

A **Woolsey Fire Facility Repair Project No. 2, Westlake Filtration Plant: Final Acceptance (Pg. 104)**

Authorize the General Manager to execute a Notice of Completion and have the same recorded; 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 \$66,092.17, 30-calendar days after filing the Notice of Completion for the Woolsey Fire Facility Repair Project No. 2, Westlake Filtration Plant.

11 **NON-ACTION ITEMS**

A **Organization Reports**

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

C **General Manager Reports**

(1) General Business

(2) Follow-Up Items

D **Director's Comments**

12 **FUTURE AGENDA ITEMS**

13 **PUBLIC COMMENTS**

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14 **CLOSED SESSION**

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

San Diego County Water Authority v. Metropolitan Water District of Southern California, et al.

B **Conference with Real Property Negotiators (Government Code Section 54956.8):**

Property: 4232 Las Virgenes Road, Building No. 1

District Negotiators: David W. Pedersen, General Manager; Don Patterson, Director of Finance and Administration; and Keith Lemieux, Legal Counsel

Negotiating Parties: Las Virgenes Municipal Water District and the Resource Conservation District of the Santa Monica Mountains

Under Negotiation: Price and terms of potential lease

15 **OPEN SESSION AND ADJOURNMENT**

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

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: LYNDA LO-HILL, TREASURER

Payments for Board Meeting of : March 1, 2022

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. 103241 through 103331 were issued in the total amount of \$ 1,666,677.46

Payments through wire transfers as follows:

2/28/2022 Metropolitan Water District	Payment for water deliveries in the month of December 2021	1,127,863.50
	Sub-Total Wires	<u>\$ 1,127,863.50</u>
	Total Payments	<u><u>\$ 2,794,540.96</u></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
03/01/22**

Company Name	Company No.	Check No. 103241 thru 103276 02/15/22	Check No. 103277 thru 103331 02/22/22	Total
		Amount	Amount	
Potable Water Operations	101	50,468.27	141,871.37	192,339.64
Recycled Water Operations	102			-
Sanitation Operations	130	2,724.27		2,724.27
Potable Water Construction	201	673.75	364,491.32	365,165.07
Water Conservation Construction	203			-
Sani- Construction	230			-
Potable Water Replacement	301	4,724.25		4,724.25
Reclaimed Water Replace	302			-
Sanitation Replacement	330			-
Internal Service	701	50,004.73	88,425.57	138,430.30
JPA Operations	751	74,300.48	71,161.20	145,461.68
JPA Construction	752			-
JPA Replacement	754		818,969.25	818,969.25
Total Printed		182,895.75	1,484,918.71	1,667,814.46
Voided Checks/payment stopped:				
Check #102964	101	(160.00)		(160.00)
Check #102964	701	(616.00)		(616.00)
Check #102964	751	(361.00)		(361.00)
Total Voids		(1,137.00)		(1,137.00)
Net Total		181,758.75	1,484,918.71	1,666,677.46

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
103241	02/15/2022	PRTD	8680 ADS, LLC	22085.22-0122	01/22/2022		021522	3,060.00
			Invoice: 22085.22-0122		JAN'22			
				765.00 130100	551500			
				2,295.00 751800	551500			
							CHECK 103241 TOTAL:	3,060.00
103242	02/15/2022	PRTD	30119 ATS COMMUNICATIONS	12-2021	01/10/2022		021522	2,136.25
			Invoice: 12-2021		DEC'21			
				2,136.25 701310	552500			
							CHECK 103242 TOTAL:	2,136.25
103243	02/15/2022	PRTD	5625 ASSOC. OF WATER AGENCIES OF VENTU	06-13880	01/20/2022		021522	150.00
			Invoice: 06-13880		5 REG WTRWISE VIRTUAL-1/20			
				30.00 701121	683000			
				120.00 701112	601000			
							CHECK 103243 TOTAL:	150.00
103244	02/15/2022	PRTD	21426 BRIGHTVIEW LANDSCAPE SERVICES, IN	7660754	12/30/2021		021522	14,195.42
			Invoice: 7660754		LANDSCAPE SRV-DEC'21			
				3,149.67 701001	551500			
				3,692.00 751810	551800			
				1,781.08 751820	551800			
				4,023.00 101600	551800			
				459.67 101200	551500			
				1,090.00 130100	551500			
							CHECK 103244 TOTAL:	14,195.42
103245	02/15/2022	PRTD	2964 CA ST TREAS. BOE	493671931	02/09/2022		021522	54.14
			Invoice: 493671931		SALES/USE TAX ADJ Q/E-123121			
				54.14 701999	862500			
							CHECK 103245 TOTAL:	54.14
103246	02/15/2022	PRTD	2539 CITY OF SIMI VALLEY	70427019	01/26/2022		021522	7,126.58
			Invoice: 70427019		PURCH WTR 11/19/21-1/20/22			
				7,126.58 101001	511000			
							CHECK 103246 TOTAL:	7,126.58
103247	02/15/2022	PRTD	16821 CLEAN SWEEP SUPPLY CO., INC	600069	01/05/2022	22200097	021522	1,752.88
			Invoice: 600069		JANITORIAL SUPPLIES			
				1,752.88 701	132000			

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
							CHECK 103247 TOTAL:	1,752.88
103248	02/15/2022	PRTD	15755 CORE & MAIN LP	Q223359	01/21/2022	22200107	021522	113.47
			Invoice: Q223359	113.47 701	132000		GRANULAR CHLORINE Storeroom & Truck Inventory	
							CHECK 103248 TOTAL:	113.47
103249	02/15/2022	PRTD	30264 COZEN O'CONNOR	CLAIM/CLBS	CC 12261902/15/2022		021522	35,000.00
			Invoice: CLAIM/CLBS CC 122619	35,000.00 101900	714500		CLAIM STLMNT-CALBASAS COUNTY CLUB Claims Paid	
							CHECK 103249 TOTAL:	35,000.00
103250	02/15/2022	PRTD	10270 DEMARIA ELECTRIC MOTOR SERVICES,	22515	01/21/2022		021522	21,860.95
			Invoice: 22515	21,860.95 751100	551500		ELECTRIC MOTOR REPAIR Outside Services	
			Invoice: 22516	12,807.88 751100	551500		ELECTRIC MOTOR REPAIR Outside Services	12,807.88
							CHECK 103250 TOTAL:	34,668.83
103251	02/15/2022	PRTD	2654 FAMCON PIPE	S100065964.002	01/12/2022	22200068	021522	980.03
			Invoice: S100065964.002	980.03 701	132000		HYDRANT ACCESSORIES Storeroom & Truck Inventory	
			Invoice: S100065964.003	980.03 701	132000		HYDRANT ACCESSORIES Storeroom & Truck Inventory	980.03
							CHECK 103251 TOTAL:	1,960.06
103252	02/15/2022	PRTD	2655 FERGUSON ENTERPRISES	0787133	01/20/2022	22200063	021522	3,969.91
			Invoice: 0787133	3,969.91 701	132000		METER BOXES & LIDS Storeroom & Truck Inventory	
							CHECK 103252 TOTAL:	3,969.91
103253	02/15/2022	PRTD	30262 FERNANDO GONZALEZ	011922	01/19/2022		021522	237.89
			Invoice: 011922	237.89 701224	683000		WPP CERT TRAINING 12/6~12/7/21-F.G. Training & Professional Devel	

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK 103253 TOTAL: 237.89								
103254	02/15/2022	PRTD	6770 G.I. INDUSTRIES	2535090-0283-3	01/01/2022		021522	704.28
			Invoice: 2535090-0283-3	704.28 751810 551800	JAN'22-DISP TAPIA Building Maintenance			
			Invoice: 2535091-0283-1	742.50 751810 541500	JAN'22-DISP TAPIA GRIT Outside Services			
			Invoice: 3022836-0283-7	1,058.42 701002 551500	02/01/2022 SHOP BLDG 1/16-1/31/22 Outside Services			
			Invoice: 2535467-0283-3	587.37 751810 541500	02/01/2022 1/16-1/31 TAPIA RAGS DISP Outside Services			
CHECK 103254 TOTAL: 3,092.57								
103255	02/15/2022	PRTD	7421 HAMNER, JEWELL AND ASSOCIATES	201425	01/14/2022		021522	4,724.25
			Invoice: 201425	4,724.25 301440 900000	P/E 12/31/21-EMGCY GENERATORS Capital Asset Expenses			
			Invoice: 201389	673.75 201440 900000	01/11/2022 P/E 12/31/21 TWIN LAKES P/S Capital Asset Expenses			
CHECK 103255 TOTAL: 5,398.00								
103256	02/15/2022	PRTD	4525 HARRINGTON INDUSTRIAL PLASTICS IN 005D5020		01/18/2022		021522	874.59
			Invoice: 005D5020	874.59 751810 541000	FITTINGS Supplies/Material			
			Invoice: 005D5010	251.95 751810 541000	01/17/2022 TUBING Supplies/Material			
CHECK 103256 TOTAL: 1,126.54								
103257	02/15/2022	PRTD	10102 INFOSEND INC.	205862	01/21/2022		021522	2,075.18
			Invoice: 205862	2,075.18 701221 622000	WATER BUDGET LETTER Outside Services			
CHECK 103257 TOTAL: 2,075.18								

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
103258	02/15/2022	PRTD	16543 INTERNATIONAL INSTITUTE OF MUNI C	12461/APR22~MAR23	01/04/2022		021522	215.00
			Invoice: 12461/APR22~MAR23	215.00 701121 710500				
							MBRSHIP-APR'22~MAR'23 Dues, Subsc & Memberships	
							CHECK 103258 TOTAL:	215.00
103259	02/15/2022	PRTD	20584 KAMBRIAN CORPORATION	KINV10297	01/27/2022	22200108	021522	765.83
			Invoice: KINV10297	637.61 701230 660400 128.22 701420 543000				
							ADOBE ACROBAT & CREATIVE CLOUD Public Education Programs Capital Outlay	
							CHECK 103259 TOTAL:	765.83
103260	02/15/2022	PRTD	3352 LAS VIRGENES MUNICIPAL WATER DIST	0896/020222	02/02/2022		021522	100.83
			Invoice: 0896/020222	100.83 101201 540540				
							EQS TANK 12/21/21-1/28/22 Water	
			Invoice: 0907/020222	420.70 101600 540540			02/02/2022 WLK FLT 12/22/21-01/27/22 Water	420.70
							CHECK 103260 TOTAL:	521.53
103261	02/15/2022	PRTD	5736 MISCO WATER	16922SW	01/21/2022		021522	291.27
			Invoice: 16922SW	291.27 751810 541000				
							AMMONIA CRUSH TUBES Supplies/Material	
							CHECK 103261 TOTAL:	291.27
103262	02/15/2022	PRTD	2302 OFFICE DEPOT	219462945001	01/13/2022		021522	78.77
			Invoice: 219462945001	78.77 701410 620000				
							CERTIFICATE HOLDERS Forms, Supplies And Postage	
			Invoice: 219462947001	22.98 701410 620000			01/17/2022 WALL SIGN Forms, Supplies And Postage	22.98
							CHECK 103262 TOTAL:	12.53
			Invoice: 218054120001	12.53 701410 620000			01/13/2022 LEGAL PADS Forms, Supplies And Postage	12.53
			Invoice: 219359407001	86.92 701410 620000			01/13/2022 TONER, ENVELOPES, DESK PADS Forms, Supplies And Postage	86.92
			Invoice: 216912093002	6.11 701410 620000			01/05/2022 PAPER-PADS	6.11

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
				6.11 701410 620000				
							INVOICE DTL DESC	
							Forms, Supplies And Postage	
							CHECK 103262 TOTAL:	207.31
103263	02/15/2022	PRTD	30155 LEN POLAN	020222	02/02/2022		021522	28.78
			Invoice: 020222				HEAL THE BAY-12/3/21-L.P.	
				28.78 701112 601000			Directors' Conference Exp	
							CHECK 103263 TOTAL:	28.78
103264	02/15/2022	PRTD	20334 PRUDENTIAL OVERALL SUPPLY	172111920	01/06/2022		021522	120.59
			Invoice: 172111920				JAN'22 UNIFORMS/MAT/TOWELS	
				51.79 751810 551000			Supplies/Material	
				68.80 701999 731600			Uniforms	
			PRUDENTIAL OVERALL SUPPLY	172113342	01/13/2022		021522	121.39
			Invoice: 172113342				JAN'22 UNIFORMS/MAT/TOWELS	
				51.79 751810 551000			Supplies/Material	
				69.60 701999 731600			Uniforms	
			PRUDENTIAL OVERALL SUPPLY	172114724	01/20/2022		021522	121.39
			Invoice: 172114724				JAN'22 UNIFORMS/MAT/TOWELS	
				51.79 751810 551000			Supplies/Material	
				69.60 701999 731600			Uniforms	
			PRUDENTIAL OVERALL SUPPLY	172116459	01/27/2022		021522	120.99
			Invoice: 172116459				JAN'22 UNIFORMS/MAT/TOWELS	
				51.79 751810 551000			Supplies/Material	
				69.20 701999 731600			Uniforms	
			PRUDENTIAL OVERALL SUPPLY	172111050	01/03/2022		021522	35.04
			Invoice: 172111050				JAN'22 UNIFORMS/MAT/TOWELS	
				21.44 101600 551000			Supplies/Material	
				13.60 701999 731600			Uniforms	
			PRUDENTIAL OVERALL SUPPLY	172112436	01/10/2022		021522	35.04
			Invoice: 172112436				JAN'22 UNIFORMS/MAT/TOWELS	
				21.44 101600 551000			Supplies/Material	
				13.60 701999 731600			Uniforms	
			PRUDENTIAL OVERALL SUPPLY	172113885	01/17/2022		021522	35.04
			Invoice: 172113885				JAN'22 UNIFORMS/MAT/TOWELS	
				21.44 101600 551000			Supplies/Material	
				13.60 701999 731600			Uniforms	
			PRUDENTIAL OVERALL SUPPLY	172115245	01/24/2022		021522	35.04
			Invoice: 172115245				JAN'22 UNIFORMS/MAT/TOWELS	
				21.44 101600 551000			Supplies/Material	
				13.60 701999 731600			Uniforms	

A/P CASH DISBURSEMENTS JOURNAL

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 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC			
Invoice: 172111922			PRUDENTIAL OVERALL SUPPLY	172111922	01/06/2022		021522	338.35
				63.28 701002 551000	JAN'22 UNIFORMS/MAT/TOWELS			
				275.07 701999 731600	Supplies/Material			
					Uniforms			
Invoice: 172113344			PRUDENTIAL OVERALL SUPPLY	172113344	01/13/2022		021522	338.35
				63.28 701002 551000	JAN'22 UNIFORMS/MAT/TOWELS			
				275.07 701999 731600	Supplies/Material			
					Uniforms			
Invoice: 172114726			PRUDENTIAL OVERALL SUPPLY	172114726	01/20/2022		021522	338.35
				63.28 701002 551000	JAN'22 UNIFORMS/MAT/TOWELS			
				275.07 701999 731600	Supplies/Material			
					Uniforms			
Invoice: 172116461			PRUDENTIAL OVERALL SUPPLY	172116461	01/27/2022		021522	338.35
				63.28 701002 551000	JAN'22 UNIFORMS/MAT/TOWELST			
				275.07 701999 731600	Supplies/Material			
					Uniforms			
Invoice: 172111921			PRUDENTIAL OVERALL SUPPLY	172111921	01/06/2022		021522	59.43
				30.83 751820 551000	JAN'22 UNIFORMS/MAT/TOWELS			
				28.60 701999 731600	Supplies/Material			
					Uniforms			
Invoice: 172113343			PRUDENTIAL OVERALL SUPPLY	172113343	01/13/2022		021522	59.43
				30.83 751820 551000	JAN'22 UNIFORMS/MAT/TOWELS			
				28.60 701999 731600	Supplies/Material			
					Uniforms			
Invoice: 172114725			PRUDENTIAL OVERALL SUPPLY	172114725	01/20/2022		021522	59.43
				30.83 751820 551000	JAN'22 UNIFORMS/MAT/TOWELS			
				28.60 701999 731600	Supplies/Material			
					Uniforms			
Invoice: 172116460			PRUDENTIAL OVERALL SUPPLY	172116460	01/27/2022		021522	59.43
				30.83 751820 551000	JAN'22 UNIFORMS/MAT/TOWELS			
				28.60 701999 731600	Supplies/Material			
					Uniforms			
					CHECK		103264 TOTAL:	2,215.64
103265	02/15/2022	PRTD	21594 RECYCLED WOOD PRODUCTS	220674	01/26/2022		021522	1,820.00
			Invoice: 220674		130 YDS WOODCHIPS			
				1,820.00 751820 541080	Amendment			
Invoice: 220799			RECYCLED WOOD PRODUCTS	220799	01/28/2022		021522	1,820.00
					130 YDS WOOD CHIPS			
				1,820.00 751820 541080	Amendment			

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC			
							CHECK 103265 TOTAL:	3,640.00
103266	02/15/2022	PRTD	20124 RON'S PORTABLE WELDING	6827	01/25/2022		021522	360.00
			Invoice: 6827		REPAIR COUPLING-BLUERIDGE CT			
			360.00	101700 551500	Outside Services			
							CHECK 103266 TOTAL:	360.00
103267	02/15/2022	PRTD	17174 ROTH STAFFING COMPANIES, LP	14135420	01/28/2022		021522	1,403.84
			Invoice: 14135420		TEMP SRV 1/18~1/21-B.M.			
			1,403.84	701440 622000	Outside Services			
							CHECK 103267 TOTAL:	1,403.84
103268	02/15/2022	PRTD	2969 STATE WATER RESOURCES CONTROL BOA EA-AN-0522-1533	1533	02/01/2022		021522	6,550.00
			Invoice: EA-AN-0522-1533		'22 ELAP ANNUAL FEE-CERT#1533			
			6,550.00	701341 551500	Outside Services			
							CHECK 103268 TOTAL:	6,550.00
103269	02/15/2022	PRTD	21625 SYLVIR CONSULTING, INC.	646	12/14/2021		021522	8,030.00
			Invoice: 646		8/27-11/3-GRANT WRITING SRV-AMR/AMI			
			8,030.00	701210 651600	Other Professional Serv			
							CHECK 103269 TOTAL:	8,030.00
103270	02/15/2022	PRTD	12149 THATCHER CO. OF CALIFORNIA	2022400102452	01/26/2022		021522	6,628.50
			Invoice: 2022400102452		45,000 LBS SODIUM BISULFITE			
			6,628.50	751810 541011	Sodium Bisulfite			
							CHECK 103270 TOTAL:	6,628.50
103271	02/15/2022	PRTD	20880 TPX COMMUNICATIONS	151136642-0	12/16/2021		021522	8,324.16
			Invoice: 151136642-0		SRV 12/16/21~1/15/22			
			1,333.11	101300 540520	Telephone			
			434.61	130100 540520	Telephone			
			6,371.70	701420 540520	Telephone			
			112.66	101300 540520	Telephone			
			72.08	751820 540520	Telephone			
			TPX COMMUNICATIONS					
			Invoice: 152295634-0	152295634-0	01/16/2022		021522	8,325.20
			1,333.28	101300 540520	SRV 1/16~2/15			
			434.66	130100 540520	Telephone			
			6,372.49	701420 540520	Telephone			
			112.68	101300 540520	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	INV DATE	PO	CHECK RUN	NET
				72.09 751820 540520				
							INVOICE DTL DESC	
							Telephone	
							CHECK 103271 TOTAL:	16,649.36
103272	02/15/2022	PRTD	30159 TRILLIUM HOLDCO LLC	1478156	01/20/2022		021522	16,262.48
			Invoice: 1478156				ELEC CHGES 12/01-12/31/2021	
				16,262.48 751101 540510			Energy	
							CHECK 103272 TOTAL:	16,262.48
103273	02/15/2022	PRTD	2780 VALLEY NEWS GROUP	1-13.	01/13/2022		021522	20.00
			Invoice: 1-13.				LEGAL AD-EXP REIMBURSEMENT	
				20.00 701122 650500			Legal Advertising	
			VALLEY NEWS GROUP	1-20	01/20/2022		021522	75.00
			Invoice: 1-20				LEGAL AD-ORD 284 SUMMARY	
				75.00 701122 650500			Legal Advertising	
							CHECK 103273 TOTAL:	95.00
103274	02/15/2022	PRTD	2780 VALLEY NEWS GROUP	1-13	01/14/2022		021522	250.00
			Invoice: 1-13				AD-FREE COMPOST	
				250.00 701230 660400			Public Education Programs	
							CHECK 103274 TOTAL:	250.00
103275	02/15/2022	PRTD	21509 VEGA AMERICAS, INC.	427483	12/22/2021		021522	1,405.98
			Invoice: 427483				RADAR LEVEL TRANSMITTER	
				1,405.98 751810 551000			Supplies/Material	
							CHECK 103275 TOTAL:	1,405.98
103276	02/15/2022	PRTD	3035 VWR SCIENTIFIC	8807329338	01/13/2022		021522	134.12
			Invoice: 8807329338				PH PEN Supplies/Material	
				134.12 701341 551000				
			VWR SCIENTIFIC	8807266985	01/14/2022		021522	268.23
			Invoice: 8807266985				PH PENS Supplies/Material	
				268.23 701341 551000				
			VWR SCIENTIFIC	8807269862	01/14/2022		021522	59.56
			Invoice: 8807269862				PH PEN STORAGE SOLUTION	
				59.56 701341 551000			Supplies/Material	
			VWR SCIENTIFIC	8807269863	01/14/2022		021522	573.37
			Invoice: 8807269863				BGB MEDIA	
				573.37 701341 551000			Supplies/Material	

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
Invoice: 8807269864			VWR SCIENTIFIC	8807269864	01/14/2022		021522	59.56
				59.56 701341 551000	PH PEN STORAGE SOLUTION Supplies/Material			
Invoice: 8807404824			VWR SCIENTIFIC	8807404824	01/28/2022		021522	76.34
				76.34 701341 551000	TRYPTIC SOY BROTH Supplies/Material			
Invoice: 8807404823			VWR SCIENTIFIC	8807404823	01/28/2022		021522	86.33
				86.33 701341 551000	THERMOMETER Supplies/Material			
							CHECK 103276 TOTAL:	1,257.51
				NUMBER OF CHECKS	36	*** CASH ACCOUNT TOTAL ***		182,895.75
				TOTAL PRINTED CHECKS		COUNT	AMOUNT	
						36	182,895.75	
							*** GRAND TOTAL ***	182,895.75

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296jcortez

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2022	8	101													
APP	130-200000			02/15/2022	021522		021522				Accounts Payable			2,724.27	
											AP CASH DISBURSEMENTS JOURNAL				
APP	999-100100			02/15/2022	021522		021522				Cash-General				182,895.75
											AP CASH DISBURSEMENTS JOURNAL				
APP	751-200000			02/15/2022	021522		021522				Accounts Payable			74,300.48	
											AP CASH DISBURSEMENTS JOURNAL				
APP	701-200000			02/15/2022	021522		021522				Accounts Payable			50,004.73	
											AP CASH DISBURSEMENTS JOURNAL				
APP	101-200000			02/15/2022	021522		021522				Accounts Payable			50,468.27	
											AP CASH DISBURSEMENTS JOURNAL				
APP	301-200000			02/15/2022	021522		021522				Accounts Payable			4,724.25	
											AP CASH DISBURSEMENTS JOURNAL				
APP	201-200000			02/15/2022	021522		021522				Accounts Payable			673.75	
											AP CASH DISBURSEMENTS JOURNAL				
											GENERAL LEDGER TOTAL			182,895.75	182,895.75
APP	999-201300			02/15/2022	021522		021522				Due to/Due FrmSanitation Ops			2,724.27	
											Cash-General				2,724.27
APP	130-100100			02/15/2022	021522		021522				Due to/Due FromJPA Operations			74,300.48	
											Cash-General				74,300.48
APP	999-207510			02/15/2022	021522		021522				Due to/Due FromInternal Svs			50,004.73	
											Cash-General				50,004.73
APP	751-100100			02/15/2022	021522		021522				Due to/Due Frm Potable wtr Ops			50,468.27	
											Cash-General				50,468.27
APP	999-207010			02/15/2022	021522		021522				Due to/Due FrmPotable wtr Repl			4,724.25	
											Cash-General				4,724.25
APP	701-100100			02/15/2022	021522		021522				Due to/Due FrmPotable wtr Cnst			673.75	
											Cash In Bank				673.75
APP	999-201010			02/15/2022	021522		021522				SYSTEM GENERATED ENTRIES TOTAL			182,895.75	182,895.75
											JOURNAL 2022/08/101 TOTAL			365,791.50	365,791.50

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 8	101	02/15/2022	Cash-General		50,468.27
				Accounts Payable	50,468.27	
				FUND TOTAL	50,468.27	50,468.27
130 Sanitation Operations 130-100100 130-200000	2022 8	101	02/15/2022	Cash-General		2,724.27
				Accounts Payable	2,724.27	
				FUND TOTAL	2,724.27	2,724.27
201 Potable Water Construction 201-150100 201-200000	2022 8	101	02/15/2022	Cash In Bank		673.75
				Accounts Payable	673.75	
				FUND TOTAL	673.75	673.75
301 Potable Wtr Replacement Fund 301-100100 301-200000	2022 8	101	02/15/2022	Cash-General		4,724.25
				Accounts Payable	4,724.25	
				FUND TOTAL	4,724.25	4,724.25
701 Internal Service Fund 701-100100 701-200000	2022 8	101	02/15/2022	Cash-General		50,004.73
				Accounts Payable	50,004.73	
				FUND TOTAL	50,004.73	50,004.73
751 JPA Operations 751-100100 751-200000	2022 8	101	02/15/2022	Cash-General		74,300.48
				Accounts Payable	74,300.48	
				FUND TOTAL	74,300.48	74,300.48
999 Pooled Cash 999-100100 999-201010 999-201300 999-202010 999-203010 999-207010 999-207510	2022 8	101	02/15/2022	Cash-General		182,895.75
				Due to/Due Frm Potable Wtr Ops	50,468.27	
				Due to/Due Frm Sanitation Ops	2,724.27	
				Due to/Due Frm Potable wtr Cnst	673.75	
				Due to/Due Frm Potable wtr Repl	4,724.25	
				Due to/Due From Internal Sys	50,004.73	
				Due to/Due From JPA Operations	74,300.48	
				FUND TOTAL	182,895.75	182,895.75

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		50,468.27
130	Sanitation Operations		2,724.27
201	Potable Water Construction		673.75
301	Potable Wtr Replacement Fund		4,724.25
701	Internal Service Fund		50,004.73
751	JPA Operations		74,300.48
999	Pooled Cash		
		182,895.75	
TOTAL		182,895.75	182,895.75

** END OF REPORT - Generated by Jessica Cortez **

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
102964	12/28/2021	VOID	11330 DIAL SECURITY	414594	12/01/2021			-355.00
			Invoice: 414594		12/21 SEC SRV-HQ			
				-355.00 701001 551500	Outside Services			
			Invoice: 414595	414595	12/01/2021			-271.00
				-271.00 751810 551800	12/21 SEC SRV-TAPIA			
					Building Maintenance			
			Invoice: 414597	414597	12/01/2021			-35.00
				-35.00 751830 551500	12/21 SEC SRV-RLV FARM			
					Outside Services			
			Invoice: 414598	414598	12/01/2021			-125.00
				-125.00 101600 551800	12/21 SEC SRV-WLK			
					Building Maintenance			
			Invoice: 414599	414599	12/01/2021			-35.00
				-35.00 101600 551800	12/21 SEC SRV-WLK P/S			
					Building Maintenance			
			Invoice: 414600	414600	12/01/2021			-147.00
				-147.00 701001 551500	12/21 SEC SRV-IT ROOM			
					Outside Services			
			Invoice: 414602	414602	12/01/2021			-114.00
				-114.00 701002 551500	12/21 SEC SRV-OPS			
					Outside Services			
			Invoice: 414603	414603	12/01/2021			-55.00
				-55.00 751750 551500	12/21 FIRE MONITORING-BD1			
					Outside Services			
					CHECK	102964	TOTAL:	-1,137.00
				NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***		-1,137.00
				TOTAL VOIDED CHECKS	COUNT	AMOUNT		
					1	1,137.00		
					*** GRAND TOTAL ***			-1,137.00

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296jcortez

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2022	8	115													
APP	701-200000			02/17/2022	102964	021722					Accounts Payable				616.00
											AP CASH DISBURSEMENTS JOURNAL				
APP	999-100100			02/17/2022	102964	021722					Cash-General			616.00	
											AP CASH DISBURSEMENTS JOURNAL				
APP	751-200000			02/17/2022	102964	021722					Accounts Payable				361.00
											AP CASH DISBURSEMENTS JOURNAL				
APP	999-100100			02/17/2022	102964	021722					Cash-General			361.00	
											AP CASH DISBURSEMENTS JOURNAL				
APP	101-200000			02/17/2022	102964	021722					Accounts Payable				160.00
											AP CASH DISBURSEMENTS JOURNAL				
APP	999-100100			02/17/2022	102964	021722					Cash-General			160.00	
											AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL														1,137.00	1,137.00
APP	999-207010			02/17/2022	122821	021722					Due to/Due FromInternal Svs				616.00
											Cash-General			616.00	
APP	999-207510			02/17/2022	122821	021722					Due to/Due FromJPA Operations				361.00
											Cash-General			361.00	
APP	999-201010			02/17/2022	122821	021722					Due to/Due Frm Potable Wtr Ops				160.00
											Cash-General			160.00	
SYSTEM GENERATED ENTRIES TOTAL														1,137.00	1,137.00
JOURNAL 2022/08/115 TOTAL														2,274.00	2,274.00

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 8	115	02/17/2022	Cash-General	160.00	
				Accounts Payable		160.00
				FUND TOTAL	160.00	160.00
701 Internal Service Fund 701-100100 701-200000	2022 8	115	02/17/2022	Cash-General	616.00	
				Accounts Payable		616.00
				FUND TOTAL	616.00	616.00
751 JPA Operations 751-100100 751-200000	2022 8	115	02/17/2022	Cash-General	361.00	
				Accounts Payable		361.00
				FUND TOTAL	361.00	361.00
999 Pooled Cash 999-100100 999-201010 999-207010 999-207510	2022 8	115	02/17/2022	Cash-General	1,137.00	
				Due to/Due Frm Potable Wtr Ops		160.00
				Due to/Due FromInternal Sys		616.00
				Due to/Due FromJPA Operations		361.00
				FUND TOTAL	1,137.00	1,137.00

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		160.00
701	Internal Service Fund		616.00
751	JPA Operations		361.00
999	Pooled Cash		
	TOTAL	1,137.00	1,137.00

** END OF REPORT - Generated by Jessica Cortez **

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
103277	02/22/2022	PRTD	19269 ACC BUSINESS	220156497	01/27/2022		022222	1,872.20
			Invoice: 220156497		INTERNET 12/11/21~1/10/22			
				187.22 101600 540520	Telephone			
				187.22 751820 540520	Telephone			
				561.66 751810 540520	Telephone			
				468.05 701001 540520	Telephone			
				468.05 701002 540520	Telephone			
					CHECK	103277	TOTAL:	1,872.20
103278	02/22/2022	PRTD	19993 ALEXANDER'S CONTRACT SERVICES, IN	103837	01/28/2022		022222	22,006.14
			Invoice: 103837		METER READS 1/3~1/28			
				22,006.14 701224 541500	Outside Services			
					CHECK	103278	TOTAL:	22,006.14
103279	02/22/2022	PRTD	2869 AT&T	2045/010722	01/07/2022		022222	201.64
			Invoice: 2045/010722		SVCS 1/7-2/6/22			
				201.64 101100 540520	Telephone			
					CHECK	103279	TOTAL:	201.64
103280	02/22/2022	PRTD	20424 AT&T (U-VERSE INTERNET)	5778/011022	01/10/2022		022222	90.24
			Invoice: 5778/011022		INTERNET SVCS 1/11-2/10/22			
				90.24 751820 540520	Telephone			
					CHECK	103280	TOTAL:	90.24
103281	02/22/2022	PRTD	7770 AUTOMATIONDIRECT.COM	12983815	12/14/2021		022222	72.00
			Invoice: 12983815		ELECTRICAL SUPPLIES			
				72.00 101100 551000	Supplies/Material			
			Invoice: 13046172		01/04/2022		022222	651.80
				651.80 751810 551000	SWITCHES, BLOCKS, ELEC PARTS			
					Supplies/Material			
					CHECK	103281	TOTAL:	723.80
103282	02/22/2022	PRTD	5625 ASSOC. OF WATER AGENCIES OF VENTU	06-13891	01/26/2022		022222	180.00
			Invoice: 06-13891		CCWUC EDUC TRAINING-6 EE			
				180.00 701322 683000	Training & Professional Devel			
					CHECK	103282	TOTAL:	180.00

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
103283	02/22/2022	PRTD	18071 BLUE DIAMOND MATERIALS	2588744	01/29/2022		022222	252.98
	Invoice: 2588744			252.98 101700 551000	3.47 TON AC 3/8 FINE Supplies/Material			
					CHECK		103283 TOTAL:	252.98
103284	02/22/2022	PRTD	21515 CALIFORNIA ASSOC OF MUTUAL WATER	02180	01/27/2022		022222	500.00
	Invoice: 02180			500.00 701122 710500	'22 MEMBERSHIP Dues, Subsc & Memberships			
					CHECK		103284 TOTAL:	500.00
103285	02/22/2022	PRTD	6777 JOHN DEERE FINANCIAL	741234	02/02/2022		022222	1,598.58
	Invoice: 741234			1,598.58 751810 678800	TRACTOR SRV-2/2 District Sprayfield			
					CHECK		103285 TOTAL:	1,598.58
103286	02/22/2022	PRTD	2487 CALABASAS CHAMBER OF COMMERCE	14239	12/31/2021		022222	225.00
	Invoice: 14239			225.00 701230 660400	ANNUAL MEMBERSHIP DUES Public Education Programs			
					CHECK		103286 TOTAL:	225.00
103287	02/22/2022	PRTD	2964 CA ST TREAS. BOE	97-817885/013122	01/31/2022		022222	5,597.00
	Invoice: 97-817885/013122			5,596.62 751 206000 .38 701999 862500	USE TAX JAN'22 Use Tax Liability Other Non-Operating Expense			
					CHECK		103287 TOTAL:	5,597.00
103288	02/22/2022	PRTD	19270 COMMUNICATIONS RELAY, LLC	59426	02/01/2022		022222	1,074.96
	Invoice: 59426			1,074.96 101300 570000	CASTRO PEAK RENT-FEB'22 SCADA Services			
					CHECK		103288 TOTAL:	1,074.96
103289	02/22/2022	PRTD	20624 CONTRACTOR COMPLIANCE & MONITORIN	15757	01/31/2022		022222	174.25
	Invoice: 15757			174.25 201440 900000	JAN'22 LABOR COMPLIANCE SRV Capital Asset Expenses			
					CHECK		103289 TOTAL:	174.25

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
103290	02/22/2022	PRTD	11330 DIAL SECURITY	414594	12/01/2021		022222	355.00
			Invoice: 414594	355.00 701001 551500	12/21 SEC SRV-HQ Outside Services			
			Invoice: 414595	271.00 751810 551800	12/21 SEC SRV-TAPIA Building Maintenance		022222	271.00
			Invoice: 414597	35.00 751830 551500	12/21 SEC SRV-RLV FARM Outside Services		022222	35.00
			Invoice: 414598	125.00 101600 551800	12/21 SEC SRV-WLK Building Maintenance		022222	125.00
			Invoice: 414599	35.00 101600 551800	12/21 SEC SRV-WLK P/S Building Maintenance		022222	35.00
			Invoice: 414600	147.00 701001 551500	12/21 SEC SRV-IT ROOM Outside Services		022222	147.00
			Invoice: 414602	114.00 701002 551500	12/21 SEC SRV-OPS Outside Services		022222	114.00
			Invoice: 414603	55.00 751750 551500	12/21 FIRE MONITORING-BD1 Outside Services		022222	55.00
					CHECK	103290 TOTAL:		1,137.00
103291	02/22/2022	PRTD	30160 DXP ENTERPRISES, INC	52636428	01/21/2022	22200084	022222	2,783.10
			Invoice: 52636428	2,783.10 751810 551000	JET MIX PUMP PARTS AT TAPIA Supplies/Material			
					CHECK	103291 TOTAL:		2,783.10
103292	02/22/2022	PRTD	18815 FASTENAL COMPANY	CAGOV4518	12/23/2021		022222	230.29
			Invoice: CAGOV4518	230.29 751810 551000	TAPIA SUPPLIES Supplies/Material			
			Invoice: CAGOV4517	449.62 751820 551000	12/23/2021 RANCHO SUPPLIES Supplies/Material		022222	449.62
					12/23/2021		022222	535.04

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 999	100100	Cash-General			INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE DTL DESC				
Invoice: CAGOV4516					535.04 751820 551000				
						12/23/2021		022222	372.74
Invoice: CAGOV4519			FASTENAL COMPANY		372.74 751810 551000				
						12/23/2021		022222	372.74
								CHECK 103292 TOTAL:	1,587.69
103293 02/22/2022 PRD	2655	FERGUSON ENTERPRISES			0782150/CM062408	12/03/2021	22200070	022222	26,302.86
Invoice: 0782150/CM062408					26,302.86 701230 660400				
Invoice: 0769969-4			FERGUSON ENTERPRISES		0769969-4	01/31/2022	22200012	022222	218.23
					218.23 101700 551000				
								CHECK 103293 TOTAL:	26,521.09
103294 02/22/2022 PRD	6770	G.I. INDUSTRIES			2535451-0283-7	02/01/2022		022222	594.00
Invoice: 2535451-0283-7					594.00 751810 541500	2/22 DISP TAPIA GRIT			
Invoice: 2535450-0283-9			G.I. INDUSTRIES		2535450-0283-9	02/01/2022		022222	704.28
					704.28 751810 551800	2/22 DISP TAPIA			
Invoice: 2518228-0283-0			G.I. INDUSTRIES		2518228-0283-0	02/01/2022		022222	210.51
					210.51 101600 551800	2/22 DISP WLK			
Invoice: 3022660-0283-1			G.I. INDUSTRIES		3022660-0283-1	02/01/2022		022222	800.94
					266.97 701001 551500	FEB'22 DISP HQ & SHOP	2/1-2/28/22		
					533.97 701002 551500				
Invoice: 3022658-0283-5			G.I. INDUSTRIES		3022658-0283-5	02/01/2022		022222	96.64
					96.64 751820 551800	FEB'22 DISP RLV FARM	2/1-2/28/22		
Invoice: 3022659-0283-3			G.I. INDUSTRIES		3022659-0283-3	02/01/2022		022222	96.64
					96.64 751830 551500	FEB'22 DISP RLV FARM	2/1-2/28/22		
								CHECK 103294 TOTAL:	2,503.01
103295 02/22/2022 PRD	2701	GRAINGER			9178353620	01/13/2022		022222	280.73
Invoice: 9178353620					280.73 751820 551000				

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC	
Invoice: 9183789974			GRAINGER	9183789974	01/19/2022		022222	26.65
				26.65 751820 551000				
							TOILET PARTS Supplies/Material	
Invoice: 9192169440			GRAINGER	9192169440	01/26/2022		022222	221.97
				221.97 701326 572500				
							LABEL PRINTER KIT Genl Supplies/Small Tools	
							CHECK 103295 TOTAL:	529.35
103296 02/22/2022 PRD	Invoice: 249573		3810 GREATER CONEJO VALLEY CHAMBER OF	249573	01/13/2022		022222	559.00
				559.00 701230 660400			ONLN DIR MBRSHIP 3/1/22~3/1/23 Public Education Programs	
							CHECK 103296 TOTAL:	559.00
103297 02/22/2022 PRD	Invoice: 12847910		2705 HACH COMPANY	12847910	01/21/2022		022222	714.50
				714.50 101600 541000				
							WTR QLTY MONITORING SUPPLIES Supplies/Material	
							CHECK 103297 TOTAL:	714.50
103298 02/22/2022 PRD	Invoice: 22750		20856 INTERNATIONAL PRINTING & TYPESETT	22750	01/28/2022		022222	624.15
				624.15 701410 620000				
							EXECUTIVE LETTERHEAD Forms, Supplies And Postage	
							CHECK 103298 TOTAL:	624.15
103299 02/22/2022 PRD	Invoice: 130020473		4144 INTERSTATE BATTERY SYSTEMS	130020473	01/07/2022		022222	149.14
				149.14 701325 551000				
							BATTERY STOCK-SHOP Supplies/Material	
							CHECK 103299 TOTAL:	149.14
103300 02/22/2022 PRD	Invoice: 964-2022_1		20823 INVOICE CLOUD INC.	964-2022_1	01/31/2022		022222	5,837.60
				5,837.60 701221 622000				
							INVOICE CLOUD FEES-JAN'22 Outside Services	
							CHECK 103300 TOTAL:	5,837.60
103301 02/22/2022 PRD	Invoice: W9Y31200-012		21197 JACOBS ENGINEERING GROUP INC.	W9Y31200-012	12/30/2021		022222	171,323.89
				171,323.89 754440 900000				
							P/E 11/25/21-PWP ADVISOR/MGR SRV Capital Asset Expenses	
			JACOBS ENGINEERING GROUP INC.	W9Y31200-013	01/28/2022		022222	232,599.74

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
Invoice: W9Y31200-013				232,599.74	754440	900000		
				INVOICE DTL DESC				
				P/E/ 12/31/21-PWP ADVISOR/MGR SRV				
				Capital Asset Expenses				
							CHECK 103301 TOTAL:	403,923.63
103302	02/22/2022	PRTD	20584 KAMBRIAN CORPORATION	KINV9872	01/31/2022	22200094	022222	2,987.24
Invoice: KINV9872				2,987.24	701420	543000		
				DELL LATITUDE 7420 AND DOCK				
				Capital Outlay				
Invoice: 21141					01/24/2022	22100143	022222	2,720.70
				2,720.70	701420	543000		
				YR 2-ANNUAL RENEWAL OFFICE 365				
				Capital Outlay				
							CHECK 103302 TOTAL:	5,707.94
103303	02/22/2022	PRTD	2547 LOS ANGELES COUNTY SANITATION DIS	48892/113021	11/30/2021		022222	822.99
Invoice: 48892/113021				822.99	751810	541500		
				TAPIA GRIT HAULING - NOV'21				
				Outside Services				
Invoice: 48892/123121					12/31/2021		022222	707.89
				707.89	751810	541500		
				TAPIA GRIT HAULING - DEC'21				
				Outside Services				
Invoice: 48892/013122					01/31/2022		022222	661.32
				661.32	751810	541500		
				TAPIA GRIT HAULING - JAN'22				
				Outside Services				
							CHECK 103303 TOTAL:	2,192.20
103304	02/22/2022	PRTD	3352 LAS VIRGENES MUNICIPAL WATER DIST	0558/020222	02/02/2022		022222	31.10
Invoice: 0558/020222				31.10	751223	540540		
				IND HILLS 12/22/21-1/27/22				
				Water				
Invoice: 0331/020222					02/02/2022		022222	31.10
				31.10	751125	540540		
				MORRSN P/S 12/22/21-1/27/22				
				Water				
Invoice: 0909/020222					02/02/2022		022222	349.36
				349.36	101600	540540		
				WLK FLT 12/22/21-1/27/22				
				Water				
Invoice: 2645/020222					02/02/2022		022222	160.74
				160.74	701001	540540		
				RWPS 12/21/21-1/26/22				
				Water				
Invoice: 2646/020222					02/02/2022		022222	226.68
				226.68	701001	540540		
				BD#8/RECL 12/21/21-1/26/22				
				Water				

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
			LAS VIRGENES MUNICIPAL WATER DIST	2652/020222	02/02/2022		022222	145.41
Invoice: 2652/020222				145.41 701001 540540	BD#8/RW 12/21/21-1/26/22			
					Water			
			LAS VIRGENES MUNICIPAL WATER DIST	2655/020222	02/02/2022		022222	264.07
Invoice: 2655/020222				264.07 701002 540540	BD#7/RW 12/21/21-1/26/22			
					Water			
						CHECK	103304 TOTAL:	1,208.46
103305	02/22/2022	PRTD	14322 MILES CHEMICAL COMPANY, INC	647868	01/24/2022		022222	5,892.85
	Invoice: 647868			5,892.85 751810 541050	8.68 TON FERRIC CHLORIDE			
					Ferrous Chloride			
						CHECK	103305 TOTAL:	5,892.85
103306	02/22/2022	PRTD	2835 MODERN TOOL CO	65784	01/24/2022	22200080	022222	4,093.69
	Invoice: 65784			4,093.69 751810 551000	FABRICATE JET MIX PUMP SHAFT			
					Supplies/Material			
						CHECK	103306 TOTAL:	4,093.69
103307	02/22/2022	PRTD	2839 MOTION INDUSTRIES, INC.	CA22-714496	10/26/2021		022222	2,048.07
	Invoice: CA22-714496			2,048.07 751820 551000	BEARINGS			
					Supplies/Material			
	Invoice: CA22-714568		MOTION INDUSTRIES, INC.	CA22-714568	10/27/2021		022222	51.09
				51.09 751820 551000	FILTERS			
					Supplies/Material			
						CHECK	103307 TOTAL:	2,099.16
103308	02/22/2022	PRTD	16372 OLIN CORPORATION	3000067741	01/25/2022		022222	4,732.71
	Invoice: 3000067741			4,732.71 751810 541014	4,926 GAL HYPOCHLORITE			
					Sodium Hypochlorite			
	Invoice: 3000070810		OLIN CORPORATION	3000070810	02/01/2022		022222	4,665.46
				4,665.46 751810 541014	4,856 GAL HYPOCHLORITE			
					Sodium Hypochlorite			
	Invoice: 3000071570		OLIN CORPORATION	3000071570	02/03/2022		022222	4,751.93
				4,751.93 751810 541014	4,946 GAL HYPOCHLORITE			
					Sodium Hypochlorite			
						CHECK	103308 TOTAL:	14,150.10

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
103309	02/22/2022	PRTD	18874 PACIFIC HYDROTECH CORPORATION	10689/PMT #8	12/31/2021		022222	175,814.58
			Invoice: 10689/PMT #8					
				175,814.58 754440 900000			PMT #8 - RLV W/FIRE RPR P/E 12/31/21 Capital Asset Expenses	
							CHECK 103309 TOTAL:	175,814.58
103310	02/22/2022	PRTD	3110 GLEN PETERSON	38	02/02/2022		022222	1,320.00
			Invoice: 38					
				1,320.00 701112 651600			MWD REP FEES-JAN'22 Other Professional serv	
							CHECK 103310 TOTAL:	1,320.00
103311	02/22/2022	PRTD	2905 RAIN FOR RENT	1698352	01/25/2022		022222	2,196.77
			Invoice: 1698352					
				2,196.77 101100 541000			GERMAIN HIGH LINE-MWD SHTDWN Supplies/Material	
							CHECK 103311 TOTAL:	2,196.77
103312	02/22/2022	PRTD	21594 RECYCLED WOOD PRODUCTS	219938	01/07/2022		022222	1,820.00
			Invoice: 219938					
				1,820.00 751820 541080			130 YDS WOODCHIPS Amendment	
			Invoice: 220909					
				1,820.00 751820 541080			130 YDS WOODCHIPS Amendment	1,820.00
			Invoice: 221064					
				1,820.00 751820 541080			130 YDS WOODCHIPS Amendment	1,820.00
							CHECK 103312 TOTAL:	5,460.00
103313	02/22/2022	PRTD	30265 RONALD JONES	182131	12/29/2021		022222	99.00
			Invoice: 182131					
				99.00 701322 610000			PCR TESTING 12/29/21-R.J. Staff Salaries	
			Invoice: 183886					
				99.00 701322 610000			PCR TESTING-1/15/22-R.J. Staff Salaries	99.00
							CHECK 103313 TOTAL:	198.00
103314	02/22/2022	PRTD	4586 ROYAL INDUSTRIAL SOLUTIONS	9009-1016101	01/26/2022		022222	38.33
			Invoice: 9009-1016101					
				38.33 101200 551000			CONNECTORS Supplies/Material	

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
Invoice: 9009-1016333			ROYAL INDUSTRIAL SOLUTIONS	9009-1016333	01/26/2022		022222	435.85
		435.85	101100	551000	VARNISH & TAPE Supplies/Material			
Invoice: 9009-1016501			ROYAL INDUSTRIAL SOLUTIONS	9009-1016501	01/28/2022		022222	87.78
		87.78	101100	551000	GLASS CLOTH TAPE Supplies/Material			
Invoice: 9009-1016782			ROYAL INDUSTRIAL SOLUTIONS	9009-1016782	02/03/2022		022222	191.67
		191.67	101100	551000	TAPE, BUSH LUGS, CONN Supplies/Material			
						CHECK	103314 TOTAL:	753.63
103315	02/22/2022	PRTD	8645 SOUTHERN CALIFORNIA TROPHY COMPAN	010062-22	01/12/2022		022222	1,232.53
	Invoice: 010062-22				EE ANNIVERSARY GIFTS Empl Recognition Functions			
		1,232.53	701430	681500				
						CHECK	103315 TOTAL:	1,232.53
103316	02/22/2022	PRTD	2969 STATE WATER RESOURCES CONTROL BOA	047219	02/14/2022		022222	127,150.36
	Invoice: 047219				RFND BAL CLOSED ACCT Deposit Refd Clearing-Billing			
		127,150.36	101	230500				
						CHECK	103316 TOTAL:	127,150.36
103317	02/22/2022	PRTD	14479 STEPHEN'S VIDEO PRODUCTIONS	1-30-22	01/30/2022		022222	1,200.00
	Invoice: 1-30-22				VIDEO SRV-LV MTGS-JAN'22 Other Professional Serv			
		1,200.00	701112	651600				
						CHECK	103317 TOTAL:	1,200.00
103318	02/22/2022	PRTD	20412 STERICYCLE, INC.	8000912927	01/31/2022		022222	199.13
	Invoice: 8000912927				JAN'22 DOC SHREDDING Records Management			
		199.13	701121	623500				
						CHECK	103318 TOTAL:	199.13
103319	02/22/2022	PRTD	3826 SULLY MILLER CONTRACTING CO.	10556/PMT #10	01/05/2022		022222	364,317.07
	Invoice: 10556/PMT #10				PMT #10-INTERCONNECTION P/E Capital Asset Expenses			
		364,317.07	201440	900000				
						CHECK	103319 TOTAL:	364,317.07

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
103320	02/22/2022	PRTD	21625 SYLVIR CONSULTING, INC.	648	12/14/2021		022222	10,545.00
	Invoice: 648			10,545.00	701210	651600	9/1~12/3-GRANT WRITING SRV Other Professional Serv	
							CHECK 103320 TOTAL:	10,545.00
103321	02/22/2022	PRTD	21599 THE ROVISYS COMPANY	73625	02/03/2022		022222	239,231.04
	Invoice: 73625			239,231.04	754440	900000	P/E 1/31-SCADA UPDATE-TAPIA Capital Asset Expenses	
							CHECK 103321 TOTAL:	239,231.04
103322	02/22/2022	PRTD	19135 TRANSUNION RISK AND ALTERNATIVE D	974571/JAN'22	02/01/2022		022222	246.00
	Invoice: 974571/JAN'22			246.00	701221	622000	JAN'22 BAD DEBT SRV Outside Services	
							CHECK 103322 TOTAL:	246.00
103323	02/22/2022	PRTD	21511 URBAN WATER GROUP, INC.	1537	01/27/2022		022222	5,404.00
	Invoice: 1537			5,404.00	751750	551500	SUSTAIN GARDEN REFRESH Outside Services	
							CHECK 103323 TOTAL:	5,404.00
103324	02/22/2022	PRTD	21643 VALLEY SOIL, INC.	26776	02/07/2022		022222	7,939.50
	Invoice: 26776			7,939.50	101800	670900	1/10~1/25 METER INSTALLS Res. ET Irrigation Controller	
							CHECK 103324 TOTAL:	7,939.50
103325	02/22/2022	PRTD	30056 VERIZON WIRELESS	9898236843	01/26/2022		022222	456.12
	Invoice: 9898236843			456.12	701224	540520	WIRELESS SVC 12/27/21-01/26/22 Telephone	
							CHECK 103325 TOTAL:	456.12
103326	02/22/2022	PRTD	21295 VERTICAL ELEVATOR SOLUTIONS, INC.	10399	02/01/2022		022222	290.00
	Invoice: 10399			145.00	701001	551500	JAN'22 ELEVATOR SRV Outside Services	
				145.00	701002	551500	Outside Services	
							CHECK 103326 TOTAL:	290.00

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
103327	02/22/2022	PRTD	2436 VINCE BARNES AUTOMOTIVE	025622	01/11/2022		022222	504.91
			Invoice: 025622	504.91 701325 551500	WATER PUMP-#915 Outside Services			
			Invoice: 025634	735.21 701325 551500	01/17/2022 REPLACE A/C CONDENSER-#908 Outside Services		022222	735.21
			Invoice: 025638	338.27 701325 551500	01/18/2022 OIL, FILTERS & SRV TRANS-#878 Outside Services		022222	338.27
			Invoice: 025636	330.90 701325 551500	01/19/2022 REPLACE TEMP CONTROL MOD-#851 Outside Services		022222	330.90
			Invoice: 025657	99.80 701325 551500	01/20/2022 OIL & FILTERS-#920 Outside Services		022222	99.80
			Invoice: 025652	89.94 701325 551500	01/25/2022 OIL & FILTERS-#938 Outside Services		022222	89.94
			Invoice: 025653	175.64 701325 551500	01/26/2022 OIL & FILTERS-#937 Outside Services		022222	175.64
						CHECK	103327 TOTAL:	2,274.67
103328	02/22/2022	PRTD	19685 W. LITTEN INC.	22005	01/31/2022		022222	8,182.40
			Invoice: 22005	8,182.40 751810 678800	SPRAYFIELD 1/24-1/28 District Sprayfield			
			Invoice: 22006	7,350.15 751810 678800	02/07/2022 SPRAYFIELD 1/31-2/2 District Sprayfield		022222	7,350.15
						CHECK	103328 TOTAL:	15,532.55
103329	02/22/2022	PRTD	3042 WATER EDUCATION FOUNDATION	WEFMEM-2022	02/04/2022		022222	5,000.00
			Invoice: WEFMEM-2022	5,000.00 701121 710500	'22-WEF MEMBERSHIP Dues, Subsc & Memberships			
						CHECK	103329 TOTAL:	5,000.00

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
103330	02/22/2022	PRTD	18914 WECK LABORATORIES, INC.	W2A2429-LV	01/31/2022		022222	151.00
	Invoice: W2A2429-LV			151.00	101600	571520	WESTLAKE-2A12059 Other Laboratory Serv	
	Invoice: W2A2503-LV			535.00	751750	571520	01/31/2022 PWP SAMPLING-1L08079 Other Laboratory Serv	535.00
	Invoice: W2B0025-LV			522.60	751810	571520	02/01/2022 MALIBU CREEK-2A21080 Other Laboratory Serv	522.60
							CHECK 103330 TOTAL:	1,208.60
103331	02/22/2022	PRTD	3047 WESCO DISTRIBUTION, INC.	173458	01/18/2022		022222	238.71
	Invoice: 173458			238.71	101600	551000	LED LIGHT FIXTURE Supplies/Material	
							CHECK 103331 TOTAL:	238.71
NUMBER OF CHECKS					55	*** CASH ACCOUNT TOTAL ***		1,484,918.71
TOTAL PRINTED CHECKS					COUNT	AMOUNT		
					55	1,484,918.71		
							*** GRAND TOTAL ***	1,484,918.71

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 3296jcortez

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
			EFF	DATE						LINE	DESC				
2022	8	145													
APP	101-200000		02/22/2022	022222	022222					Accounts Payable				141,871.37	
										AP CASH DISBURSEMENTS JOURNAL					
APP	999-100100		02/22/2022	022222	022222					Cash-General					1,484,918.71
										AP CASH DISBURSEMENTS JOURNAL					
APP	751-200000		02/22/2022	022222	022222					Accounts Payable				71,161.20	
										AP CASH DISBURSEMENTS JOURNAL					
APP	701-200000		02/22/2022	022222	022222					Accounts Payable				88,425.57	
										AP CASH DISBURSEMENTS JOURNAL					
APP	201-200000		02/22/2022	022222	022222					Accounts Payable				364,491.32	
										AP CASH DISBURSEMENTS JOURNAL					
APP	754-200000		02/22/2022	022222	022222					Accounts Payable				818,969.25	
										AP CASH DISBURSEMENTS JOURNAL					
										GENERAL LEDGER TOTAL				1,484,918.71	1,484,918.71
APP	999-201010		02/22/2022	022222	022222					Due to/Due Frm Potable wtr Ops				141,871.37	
APP	101-100100		02/22/2022	022222	022222					Cash-General					141,871.37
APP	999-207510		02/22/2022	022222	022222					Due to/Due FromJPA Operations				71,161.20	
APP	751-100100		02/22/2022	022222	022222					Cash-General					71,161.20
APP	999-207010		02/22/2022	022222	022222					Due to/Due FromInternal Svs				88,425.57	
APP	701-100100		02/22/2022	022222	022222					Cash-General					88,425.57
APP	999-202010		02/22/2022	022222	022222					Due to/Due FrmPotable wtr Cnst				364,491.32	
APP	201-150100		02/22/2022	022222	022222					Cash In Bank					364,491.32
APP	999-207540		02/22/2022	022222	022222					Due to/Due FromJPA Replacement				818,969.25	
APP	754-100100		02/22/2022	022222	022222					Cash-General					818,969.25
										SYSTEM GENERATED ENTRIES TOTAL				1,484,918.71	1,484,918.71
										JOURNAL 2022/08/145 TOTAL				2,969,837.42	2,969,837.42

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101 Potable Water Operations 101-100100 101-200000	2022 8	145	02/22/2022	Cash-General Accounts Payable	141,871.37	141,871.37
FUND TOTAL					141,871.37	141,871.37
201 Potable Water Construction 201-150100 201-200000	2022 8	145	02/22/2022	Cash In Bank Accounts Payable	364,491.32	364,491.32
FUND TOTAL					364,491.32	364,491.32
701 Internal Service Fund 701-100100 701-200000	2022 8	145	02/22/2022	Cash-General Accounts Payable	88,425.57	88,425.57
FUND TOTAL					88,425.57	88,425.57
751 JPA Operations 751-100100 751-200000	2022 8	145	02/22/2022	Cash-General Accounts Payable	71,161.20	71,161.20
FUND TOTAL					71,161.20	71,161.20
754 JPA Replacement 754-100100 754-200000	2022 8	145	02/22/2022	Cash-General Accounts Payable	818,969.25	818,969.25
FUND TOTAL					818,969.25	818,969.25
999 Pooled Cash 999-100100 999-201010 999-202010 999-207010 999-207510 999-207540	2022 8	145	02/22/2022	Cash-General Due to/Due Frm Potable Wtr Ops Due to/Due FrmPotable Wtr Cnst Due to/Due FromInternal Svs Due to/Due FromJPA Operations Due to/Due FromJPA Replacement	141,871.37 364,491.32 88,425.57 71,161.20 818,969.25	1,484,918.71
FUND TOTAL					1,484,918.71	1,484,918.71

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
101	Potable Water Operations		141,871.37
201	Potable Water Construction		364,491.32
701	Internal Service Fund		88,425.57
751	JPA Operations		71,161.20
754	JPA Replacement		818,969.25
999	Pooled Cash		
		1,484,918.71	
	TOTAL	1,484,918.71	1,484,918.71

** END OF REPORT - Generated by Jessica Cortez **



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

December 2021	Page No. 1 of 1
Mailed: 01/10/2022	Due Date: 02/28/2022
Invoice Number: 10650	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	879.5
Total Water Untreated Delivered	

SALES

	Type	Volume (AF)	Rate (\$ /AF)	Total (\$)
Full Service	Tier 1 Supply Rate	879.5	\$243.00	\$213,718.50
	System Access Rate	879.5	\$373.00	\$328,053.50
	System Power Rate	879.5	\$161.00	\$141,599.50
	Treatment Surcharge	879.5	\$327.00	\$287,596.50
	SUBTOTAL			\$970,968.00

OTHER CHARGES AND CREDITS

	Rate (\$ /AF)
Capacity Charge(Payment Schedule: M)	\$40,927.50
Readiness To Serve Charge(Payment Schedule: M)	\$115,968.00
SUBTOTAL	\$156,895.50

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)	137,529.7			
Tier 1 Annual Limit (For Current Calendar Year)	24,359.0			
Tier 1 YTD Deliveries (For Current Calendar Year)	20,427.6	83.9		
Tier 1 Current Month Deliveries	879.5			
Purchase Order Commitment (Jan 2015 to Dec 2024)	162,390.0			

INVOICE TOTAL

Volume AF	Amount Now Due
879.5	\$1,127,863.50

Note: Amount Due is based on highlighted fields

Approved For Payment

D. Johnson 1/26/22

Darrell Johnson

Approved for Payment:

John Zhao 1/31/22
 John Zhao Date

Approved for Payment

David W. Pedersen
 David W. Pedersen, P.E.

01/31/22
 39



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

MINUTES
REGULAR MEETING

9:00 AM

February 15, 2022

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Don Patterson.

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 suspended certain requirements of the Ralph M. Brown Act to support social distancing guidelines associated with response to the coronavirus (COVID-19) outbreak. Susan Brown, Administrative Assistant, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, Len Polan, and Lee Renger (via teleconference)
 Absent: None
 Staff Present: David Pedersen, General Manager
 Joe McDermott, Director of Engineering and External Affairs
 Don Patterson, Director of Finance and Administration
 Jim Korkosz, Acting Director of Facilities and Operations/Facilities Manager
 Josie Guzman, Clerk of the Board
 Susan Brown, Administrative Assistant
 Keith Lemieux, District Counsel

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

General Manager David Pedersen asked that the Board remove Item 7A from the agenda as the public hearing notice was not published in the newspaper as required.

Director Polan moved to approve the agenda as amended with the removal of Item 7A, and approve the findings of Resolution No. 2603 (AB 361). Motion seconded by Director Caspary. Motion carried unanimously by roll call vote.

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

A List of Demands: February 15, 2022: Receive and file

B Minutes Regular Meeting of February 1, 2022: Approve

C Directors' Per Diem – January 2022: Ratify

D Claim by Alan Pine

Deny the claim by Alan Pine.

Director Caspary moved to approve the Consent Calendar. Motion seconded by Director Polan. 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 authorized contracts for design improvements of utilities at the Iron Mountain and Gene Colorado River Aqueduct Pumping Plants; authorized preliminary design and environmental support services for upgrades to the water quality laboratory in La Verne; and authorized entering into agreements with the State Water Contractors, Inc., to pursue 2022 Sacramento Valley water transfer supplies and make a \$5 per acre-foot initial administrative deposit and disbursement. He noted that the California Department of Water Resources announced an increase to the State Water Project allocation from zero percent to 15 percent. He also reported that the MWD Board received a presentation on State Water Project reliant area solutions. He noted that the MWD Board held a special Board meeting on January 25th to consider Chairwoman Gloria Gray's recommended appointments for MWD Board Vice Chairs and Standing Committee Chairs and Vice Chairs; however, the MWD Board voted against Chairwoman Gray's recommended appointments. He stated that the NAACP was taking a role regarding this issue, and he expressed concern that the MWD Board appeared to be fractured.

Mr. Peterson responded to a question regarding the approval of a reverse-cyclic

agreement with participating agencies to preserve the availability of State Water Project supplies by stating that this dealt with groundwater replenishment agencies. General Manager David Pedersen added that this program would assist groundwater replenishment agencies to defer taking deliveries of replenishment water during a critical water shortage, and would allow them to purchase the water in a future year at the current rate and forego taking deliveries of the replenishment water. He stated that agencies taking replenishment water this year could conflict with the District's ability to obtain water to meet its demands.

Mr. Peterson responded to a question regarding the price of water for the next three years by stating that a price was not yet determined; however, the MWD Board had discussed an eight percent increase.

Board President Lewitt expressed concern that the MWD Board should take care of its business and not play politics, and that the District, as a member agency, was concerned with the MWD Board's internal strife. He asked Mr. Peterson to continue to advocate for water reliability to the MWD Board.

B Legislative and Regulatory Updates

Joe McDermott, Director of Engineering and External Affairs, reported that an update was provided at the Las Virgenes – Triunfo Joint Powers Authority (JPA) meeting regarding the U.S. Bureau of Reclamation (USBR) Title XVI Program and the March 15th grant application deadline. He noted that the District was in the process of acquiring letters of support from legislators and local cities for a JPA application seeking approximately \$7 million in grant funding. He also reported that February 18th would be the state legislative deadline for introduction of new bills, and District staff would monitor proposed bills that could be of interest to the District, including a bill related to a COVID-19 vaccination mandate and AB 1845 (Calderon) – MWD Alternative Project Delivery Methods. He stated that AB 1845 would modify the California Public Contract Code to allow MWD to pursue alternative delivery methods, and the District would submit a letter of support. He also reported that he, General Manager David Pedersen, and federal lobbyists from Best Best & Krieger LLP would meet to discuss scheduling in-person meetings in Washington D.C. with the District's federal delegation. He stated that staff would reach out to Congresswoman Julia Brownley's office to invite her for a tour of the Pure Water Demonstration Facility.

A discussion ensued regarding having the Board contact legislators and the local cities to encourage them to submit letters of support for the USBR Title XVI grant application, and to provide a virtual meeting and tour of the Pure Water Demonstration Facility for Congresswoman Brownley and other elected officials as an alternative.

C Water Supply Conditions Update: Receive and file

Joe McDermott, Director of Engineering and External Affairs, reported that the National Oceanic and Atmospheric Administration (NOAA) had predicted very dry weather conditions with above average temperatures for January and February. He noted that one

inch of snow had fallen the previous day in the Northern Sierra; however, the Northern Sierra snowpack was well below average for this time of year and the 8-station precipitation index was at 31.5 inches. He noted that the California Department of Water Resources announced a 15 percent allocation from the State Water Project, and the District would continue its water conservation messaging to District customers.

D Coronavirus (COVID-19) Pandemic: Customer-Related Impacts

Ursula Bosson, Customer Service Manager, presented the current COVID-19 customer-related impacts. She noted that the District received \$227,720.18 in arrearages payment from the state. She stated that \$93,930.38 was applied to past due accounts and \$6,639.44 was applied to administrative costs; however, the District would need to return \$127,150.36 because the guidelines for the arrearages program only allowed for payments to be applied for the time period of March 5, 2020 through June 15, 2021. She also reported that District staff was in the process of applying for wastewater arrearages for the same time period, and the District was expected to receive approximately \$20,000 to \$30,000 to apply towards past due wastewater accounts. She responded to a question regarding the amount of past due balances by stating that the past due balances were approximately \$500,000, however, these past due balances did not occur during the March 5, 2020 through June 15, 2021 time period and would not qualify for the arrearages program. She stated that past due balances would decrease once the District begins disconnection for nonpayment. General Manager David Pedersen added that the amount of funding required for the arrearages program statewide was substantially less than what was estimated, and there was an effort by a number of professional organizations to request that the remainder of the funds, including the portion that would be returned by the District, be reallocated and applied to balances accrued beyond June 15, 2021.

A discussion ensued regarding the Association of California Water Agencies (ACWA) reaching out to legislators to extend the time period for the arrearages program, and working with ACWA to circulate letters to legislators.

Don Patterson, Director of Finance and Administration, provided an update regarding the Omicron variant's impacts to the District. He noted that on December 22, 2021, the District experienced a COVID-19 outbreak as defined by the County of Los Angeles. He stated that the District implemented its COVID-19 surge policy, and provided walk-in customer service by appointment only, limited in-person meetings and Pure Water Demonstration Facility (PWDF) tours, increased telecommuting for office staff, and changed reporting requirements for field staff. He also stated that following an inspection by the Los Angeles County Department Public Health on January 3rd in response to the outbreak, the County confirmed that the District was following all local and Centers for Disease Control and Prevention (CDC) policies and guidelines. He noted that the County released the District on January 28th, and the last confirmed positive COVID-19 test at the District occurred January 23rd. He stated that with the decrease in COVID-19 positive cases and the decrease in Omicron variant numbers in Los Angeles County, the District would propose to rescind the COVID-19 surge policy on February 21st. He also stated that the District would reopen for walk-in service to the public; return to more in-person meetings, interviews, and PWDF tours; limit telecommuting as described in the Memoranda of Understanding with the various bargaining units; and reinstate normal reporting

requirements for field staff. He also noted that the indoor mask mandate would be lifted on February 16th for most areas in the state; however, the mandate would continue in Los Angeles County until further notice, and masks would still be required at the District.

6. TREASURER

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

7. BOARD OF DIRECTORS

A Re-divisioning of District Director Boundaries: Public Hearing - (This item was removed from the agenda.)

Conduct a public hearing in accordance with California Elections Code 22000 et seq., to receive public input and feedback on the proposed re-divisioning of the District Director boundaries; and schedule a second public hearing for approval of the re-divisioning on March 1, 2022.

8. FINANCE AND ADMINISTRATION

A Financial Review: Second Quarter of Fiscal Year 2021-22

Receive and file the financial review for the second quarter of Fiscal Year 2021-22.

Brian Richie, Finance Manager, presented the report and PowerPoint presentation.

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

A discussion ensued regarding the assessment of wasteful water use penalties, continuing to focus on water conservation messaging especially during the seasonal change, and updating the method used to calculate the evapotranspiration projections shown on customer bills.

General Manager David Pedersen responded to a concern regarding the statement that the District had experienced minimal financial impact from the COVID-19 pandemic by stating that staff would revise this statement to be more sensitive to customer impacts.

A discussion ensued regarding projected decreases in Recycled Water Enterprise operating revenues, fluctuations in utility billing cycles, the series of the wasteful water use penalties assessed under the Stage 3 of the District's Water Shortage Contingency Plan, and the positive effect of recycled water conservation, which reduces the need for potable water supplement.

Motion carried unanimously by roll call vote.

B Approval of Memorandum of Understanding with General and Office Units: January 1, 2022 through December 31, 2024

Authorize the General Manager to execute the proposed Memorandum of Understanding with the General and Office Units 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 Lo-Hill. Motion carried unanimously by roll call vote.

9. NON-ACTION ITEMS

A Organization Reports

None.

B Director's Reports on Outside Meetings

Director Polan reported that he attended the ACWA Water Management Committee meeting on February 10th, where they discussed the proposed new regulations for water use efficiency standards. He reviewed a handout that he prepared showing the 2020, 2025 and 2030 indoor water use allocations, including proposals from AB 1434 and the California Department of Water Resources (DWR). He noted that AB 1434 was withdrawn and would likely be resubmitted, and the recommendation from DWR could move forward, which would decrease the current indoor water use allocation of 55 gallons per person per day to 47 gallons per person per day in 2025 and 42 gallons per person per day in 2030.

The Board discussed concerns with the proposed reduction of the indoor water use allocation, the ability to meet health and safety needs, and enforcement of the regulations. The Board also discussed that revised legislation should be based on science or studies.

C General Manager Reports

(1) General Business

General Manager David Pedersen reported that two separate water main breaks occurred on Jed Smith Road in Hidden Hills. He noted that the District previously replaced a segment of water main on Jed Smith Road; however, the water main breaks occurred beyond the limits of the replaced pipe. He also noted that the construction crew completed the repairs and restored water service, and would return to repair the damage to the equestrian trail. He stated that staff would follow-up with the City of Hidden Hills regarding the deteriorated asbestos cement pipe. He acknowledged the construction crew for their efforts and acknowledged the City of Hidden Hills for its patience. He also reported that the California Fish and Game Commission would meet on February 16th and 17th, and would consider the potential listing of the Southern Steelhead as a candidate endangered species under the California Endangered Species Act. He stated that a 12-month period would begin for a more thorough analysis if approved by the Commission. He also stated that this could impact the minimum flow requirement for Malibu Creek, and he expressed

concern that there needed to be consistency between the state and federal listing of the Southern Steelhead as an endangered species. He also reported that the Rancho Las Virgenes Composting Facility recently experienced odor control issues at the biofilter. He noted that water had gone into a large diameter header, and odors had built up in the reactor building. He stated that the issue was addressed, and the biofilter was functioning as intended. He noted that District offices would be closed on February 21st in observance of the Presidents' Day Holiday, and office hours would resume on February 22nd for walk-in customers. He also noted that staff was preparing the two-year budget and would schedule a budget/strategic planning workshop in April for the District, as well as a similar JPA workshop focusing on the Pure Water Project Las Virgenes-Triunfo.

(2) Follow-Up Items

General Manager David Pedersen stated that staff would follow-up with MWD staff to provide an update on the Delta Conveyance Project at a future Board meeting.

D Directors' Comments

Director Lo-Hill commended staff on their efforts to implement recent changes to the District's phone tree and website.

10. FUTURE AGENDA ITEMS

None.

11. PUBLIC COMMENTS

Barbara Gewert addressed a claim for damages filed on behalf of the Mont Calabasas Homeowners Association (HOA). She provided an overview of the damages that occurred on October 14, 2021. She noted that the Board previously denied the claim, and she requested that the District accept responsibility.

Steve Hopwood expressed concern that the Board did not address Mont Calabasas' concerns, and that the HOA would file a lawsuit against the District.

Josie Guzman, Clerk of the Board, read comment cards submitted in support of Mont Calabasas' tort claim from David Vassegh, Tessa Vassegh, John Youngson, Joseph Lichtenstein, Nancy and Brent Milburn, and Christina and Timothy Oswald.

12. CLOSED SESSION

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

Tort Claim by Mont Calabasas

The Board recessed to Closed Session at **10:42 a.m.** and reconvened to Open Session at **11:32 a.m.**

Keith Lemieux, District Counsel, announced that the Board received a report during the Closed Session, and there was no reportable action. He noted that staff would reach out to the representatives from Mont Calabasas Homeowners Association.

13. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **11:33 a.m.**

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

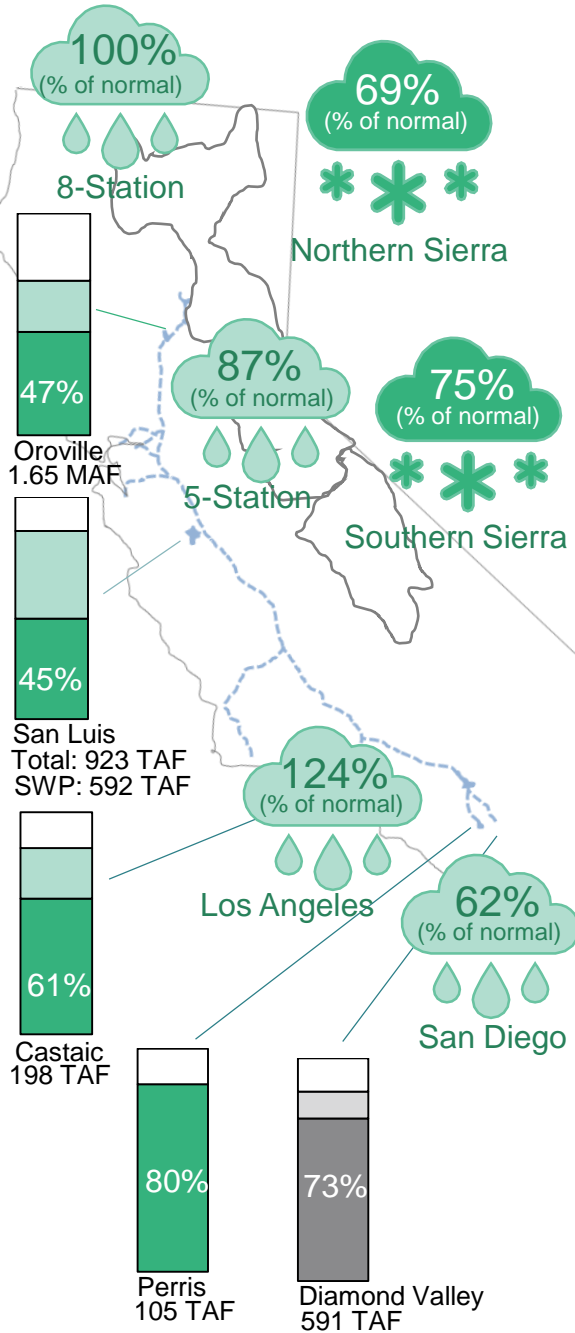
ATTEST:

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

(SEAL)



SWP Table A – 15% - 286,725 AF

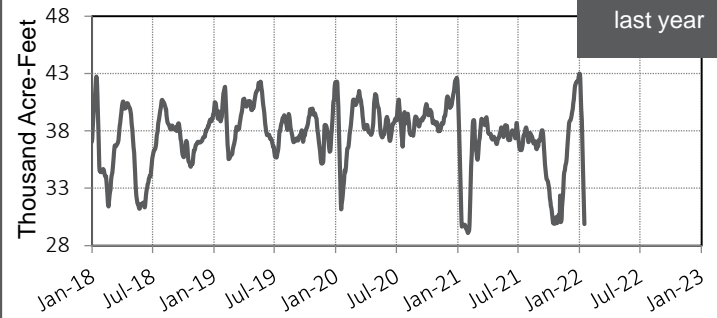


Metropolitan Resources

Lake Skinner Storage

Capacity: 44 TAF

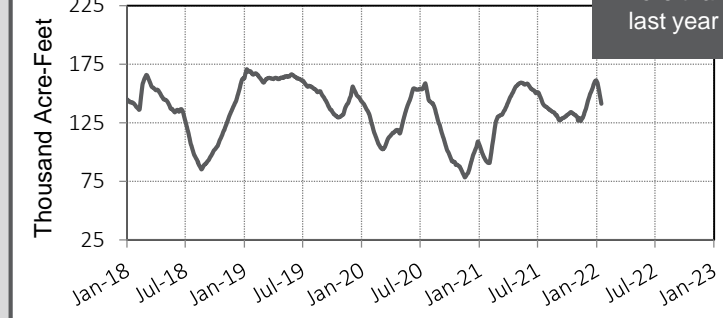
100 AF
more than
last year



Lake Mathews Storage

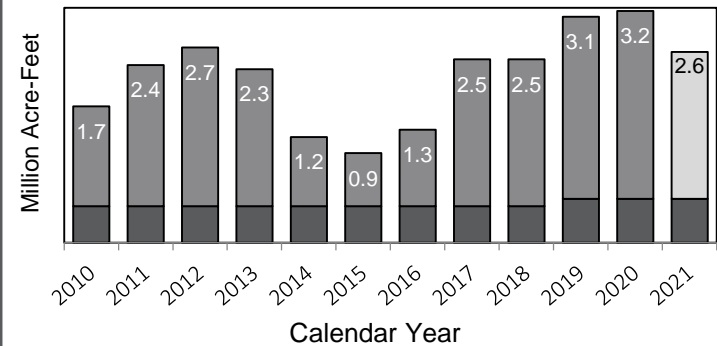
Capacity: 182 TAF

46 TAF
more than
last year



MWD Storage Reserve Levels

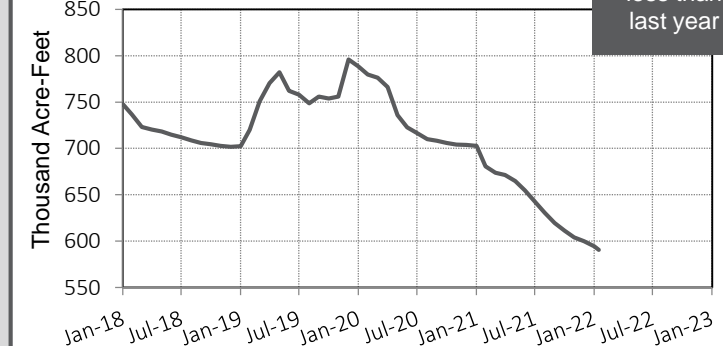
Estimated Balance Storage Balance Emergency Storage



Diamond Valley Lake Storage

Capacity: 810 TAF

108 TAF
less than
last year



Projected CRA Diversions – 1,155,000 AF



Highlights

- Snowmelt has started in the Northern Sierra
- February has so far been very dry in both the Sierra and the Upper Colorado River Basin



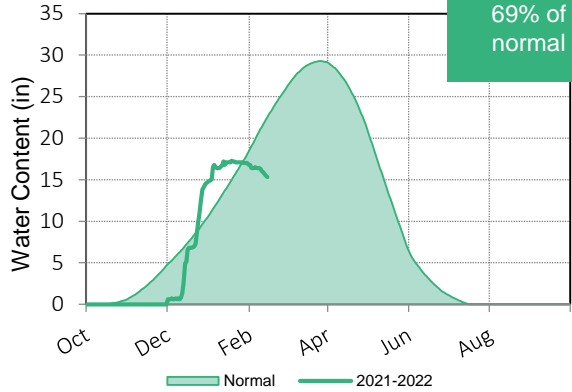
This report is produced by the Water Resource Management Group and contains information from various federal, state, and local agencies. The Metropolitan Water District of Southern California cannot guarantee the accuracy or completeness of this information. Readers should refer to the relevant state, 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

State Water Project Resources

As of: 02/14/2022

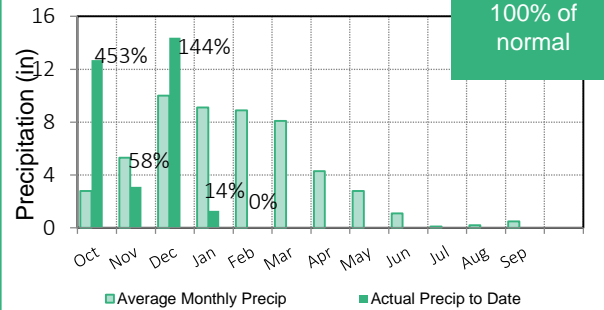
Northern Sierra Snowpack

15.3in
69% of normal



8 Station Index Precipitation

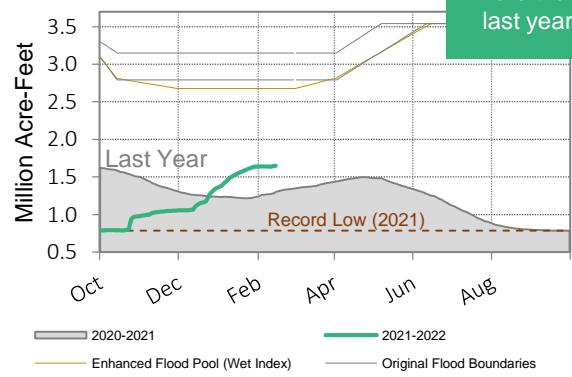
31.5 in
100% of normal



Oroville Reservoir Storage

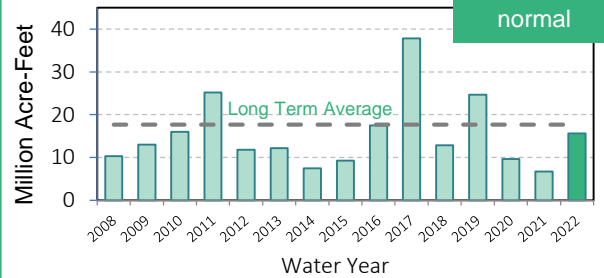
Capacity: 3.54 MAF

351 TAF
more than last year



Sacramento River Runoff

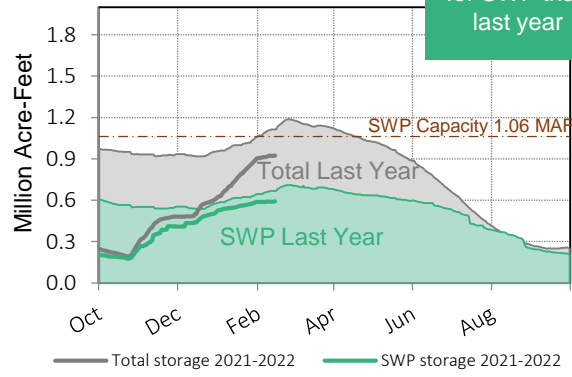
Forecast:
88% of normal



San Luis Reservoir Storage

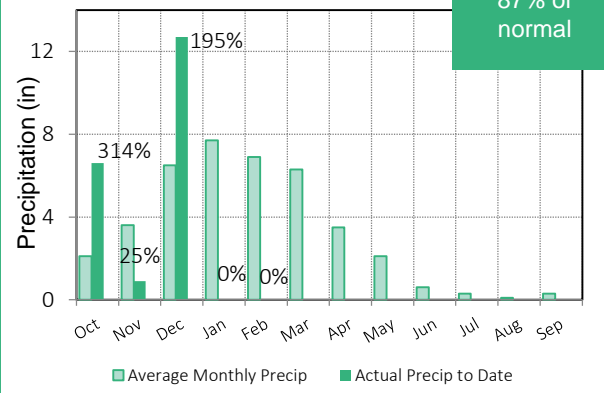
Capacity: 2.04 MAF

76 TAF
less for SWP than last year



5 Station Index Precipitation

20.2 in
87% of normal



Other SWP Supplies

Calendar Year 2022

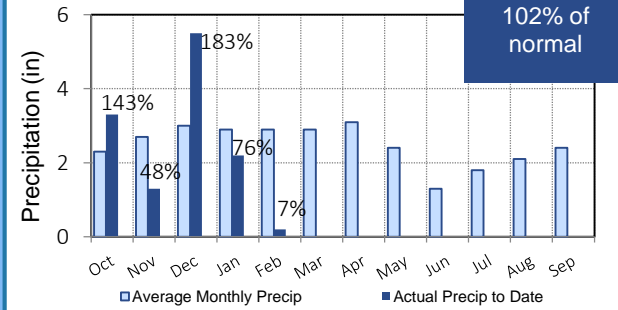
Carryover 36,000 AF (Est.)

Colorado River Resources

As of: 02/14/2022

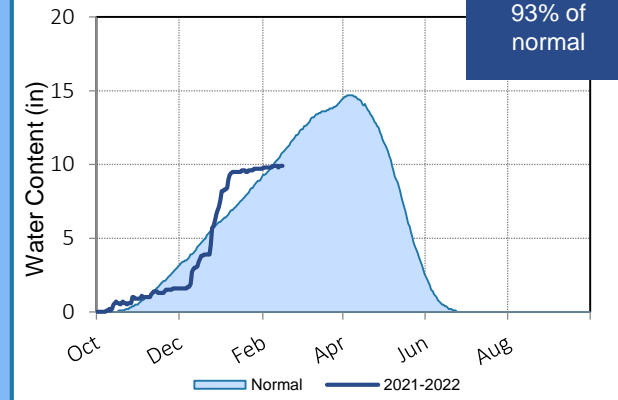
Upper Colorado Precipitation

12.5 in
102% of normal



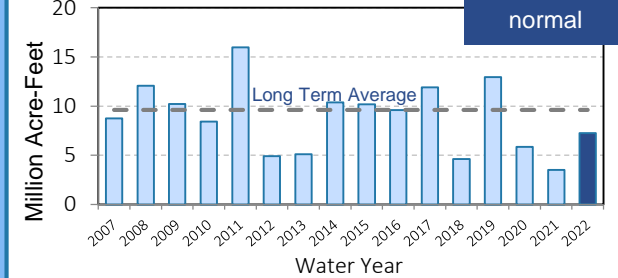
Upper Colorado Snowpack

9.9 in
93% of normal



Powell Unregulated Inflow

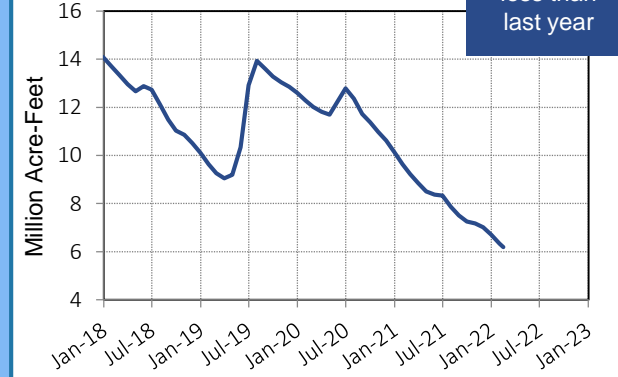
Forecast:
76% of normal



Lake Powell Storage

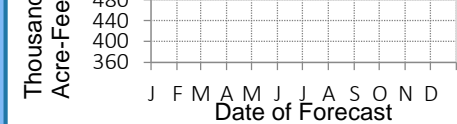
Capacity: 24.3 MAF

3.24 MAF
less than last year



PVID/Yuma Agricultural Use

Annual Forecast for 2022



Current Annual Forecast: TBD

Projected Lake Mead ICS

Calendar Year 2022

Put (+) / Take (-)
-256,000 AF

Lake Mead Surplus/Shortage Outlook

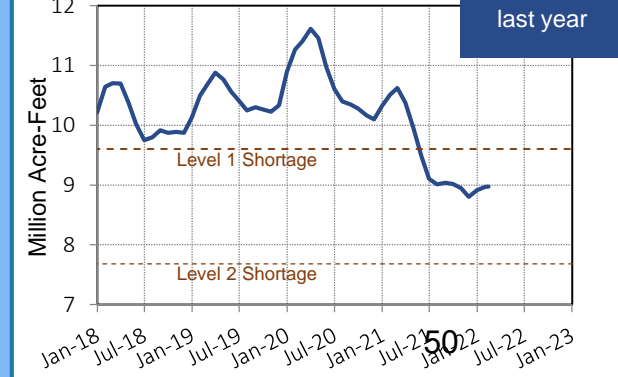
	2022	2023	2024	2025	2026
Surplus	0%	0%	0%	0%	0%
Shortage	100%	97%	95%	96%	93%
Metropolitan DCP*			65%	62%	64%
			TBD TAF	TBD TAF	TBD TAF

Likelihood based on results from the corrected January 2022 CRMMIS in Ensemble Mode/CRSS model run. Includes DCP Contributions. Only includes 500+ Plan items implemented to date.
* Chance of required DCP contribution by Metropolitan. Average contribution when needed still to be determined.

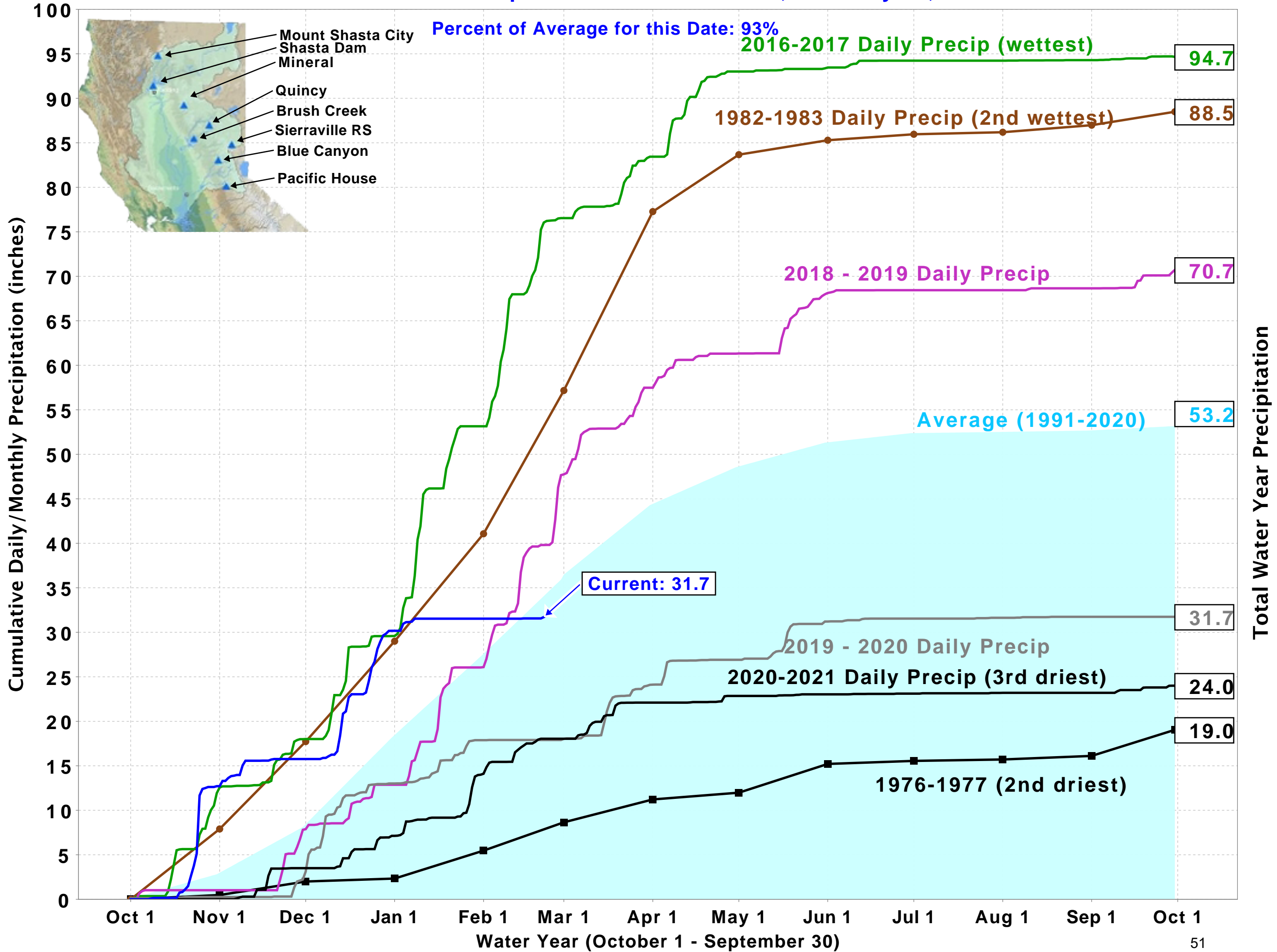
Lake Mead Storage

Capacity: 26.1 MAF

1.65 MAF
less than last year



Northern Sierra Precipitation: 8-Station Index, February 22, 2022

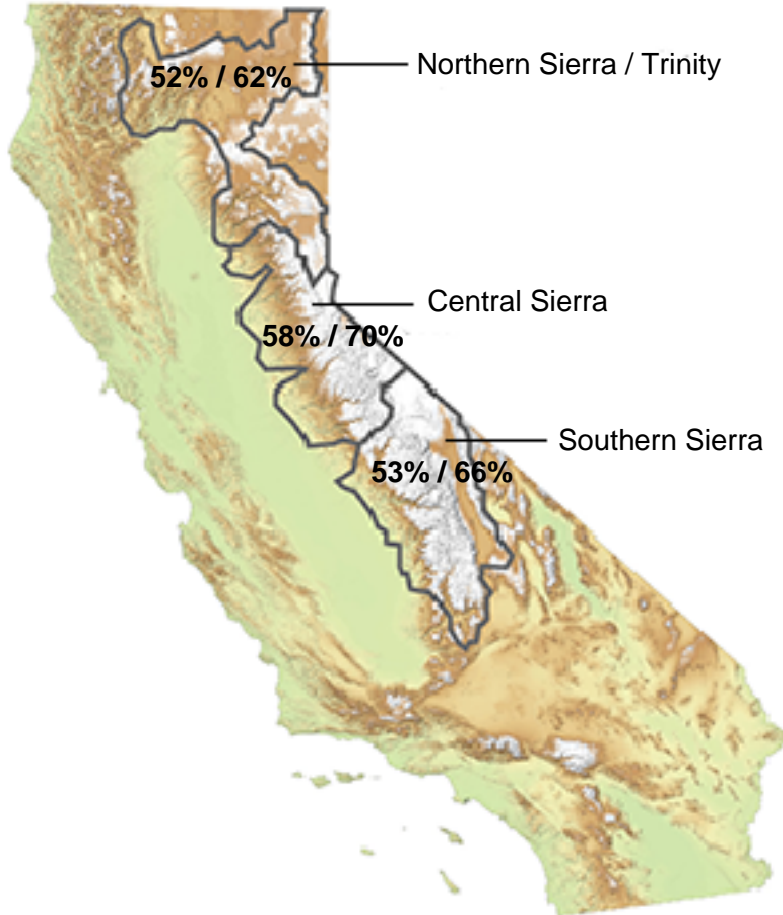




STATEWIDE SNOW WATER CONTENT

CURRENT REGIONAL SNOWPACK FROM AUTOMATED SNOW SENSORS

% of April 1 Average / % of Normal for This Date



NORTH	
Data as of February 22, 2022	
Number of Stations Reporting	31
Average snow water equivalent (Inches)	14.9
Percent of April 1 Average (%)	52
Percent of normal for this date (%)	62

CENTRAL	
Data as of February 22, 2022	
Number of Stations Reporting	42
Average snow water equivalent (Inches)	16.8
Percent of April 1 Average (%)	58
Percent of normal for this date (%)	70

SOUTH	
Data as of February 22, 2022	
Number of Stations Reporting	30
Average snow water equivalent (Inches)	13.6
Percent of April 1 Average (%)	53
Percent of normal for this date (%)	66

STATE	
Data as of February 22, 2022	
Number of Stations Reporting	103
Average snow water equivalent (Inches)	15.3
Percent of April 1 Average (%)	55
Percent of normal for this date (%)	67

Statewide Average: 55% / 67%

Data as of February 22, 2022

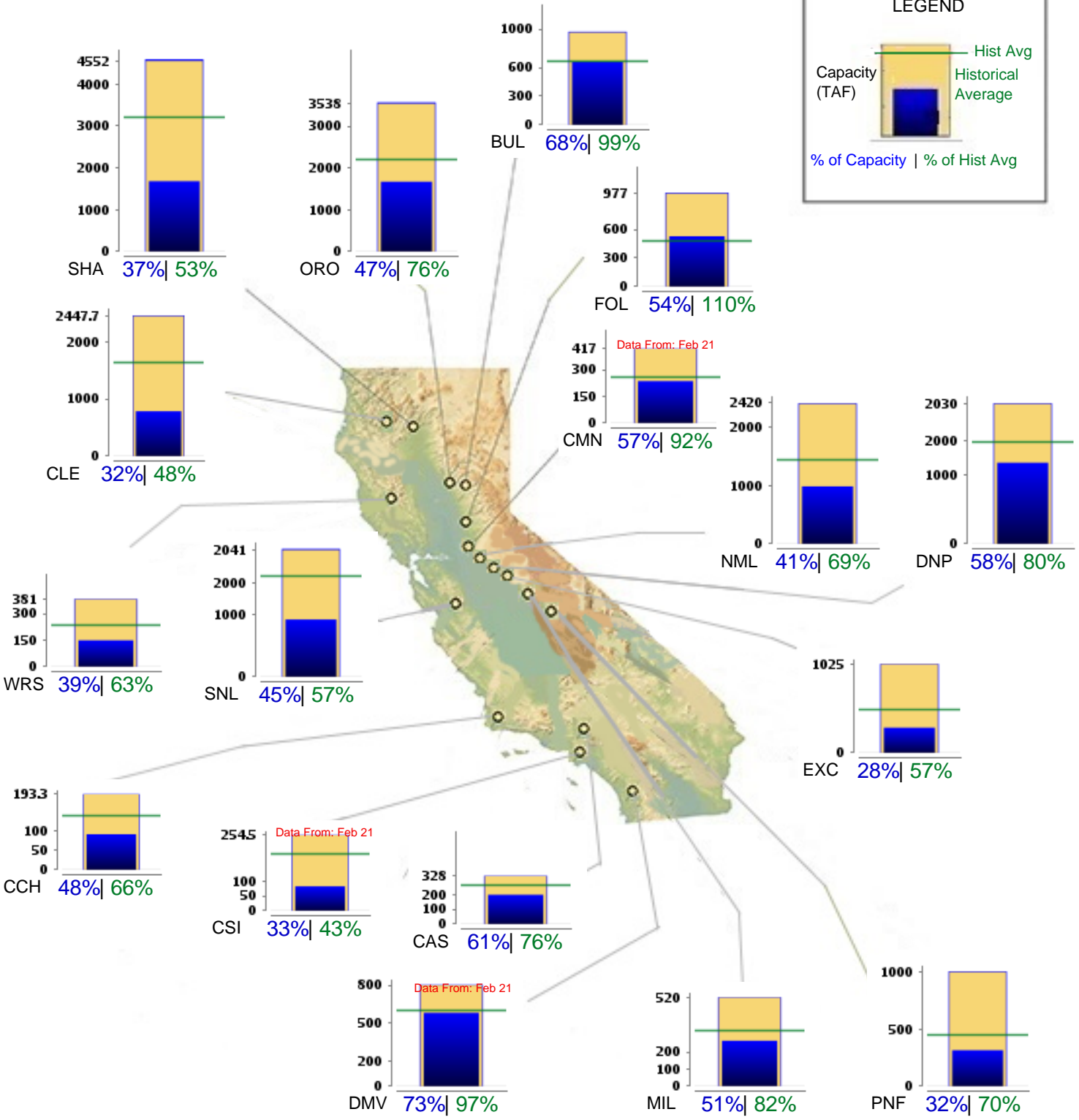
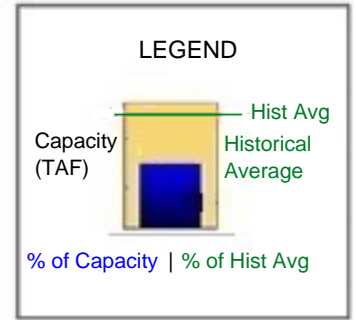


CURRENT RESERVOIR CONDITIONS

CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - February 22, 2022

CURRENT CONDITIONS





□
March 1, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Claim by Moran Hermesh

SUMMARY:

On January 26, 2022, the District received the attach claim from Moran Hermesh of Calabasas. The claimant is seeking damages, in the amount of \$300, for burst irrigation system piping allegedly caused by high water pressure following a water main shutdown in the area. Based on staff's investigation, a water main shutdown was performed in the area; however, all of the proper steps were taken to prevent customer impacts. Additionally, the LVMWD Code establishes that customers shall install and maintain adequate protective devices for their on-site plumbing. As a result, staff recommends that the Board deny the claim.

RECOMMENDATION(S):

Deny the claim by Moran Hermesh.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with denying the claim.

DISCUSSION:

Moran Hermesh submitted a claim, in the amount of \$300, for damages allegedly caused by high water pressure following a water main shutdown in her area. Staff investigated the claim and determined that all customer meters were shut off before staff shut down the water main. The meters remained off until the water main was properly sanitized, flushed and re-energized. Customer meters were turned back on slowly, and no problems were noted. Section 3-3.101 of the LVMWD Code establishes that the District reserves the right to discontinue service while making repairs, and customers shall install adequate protective devices for their on-site plumbing. As a result, staff recommends that the Board deny the claim.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Tiffany Armstead, Administrative Specialist - Risk Management

ATTACHMENTS:

Claim by Moran Hermesh



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: _____

Address/location of accident or occurrence:

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

Telephone numbers: Home: _____ **Work/Cell:** _____

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

1. When did damage or injury occur? (Give exact date and hour)

2. Where did the damage or injury occur?

3. How did the damage or injury occur? (Give full details)

4. What damage or injuries do you claim?

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

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

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

8. What is the amount the damages claimed? (Attach copies of receipts, invoices, estimates, photos, etc.)
 Amount claimed as of this date: \$ _____
 Estimated amount of future expenses: \$ _____
 Total Amount Claimed: \$ _____
 Basis for computation of amounts claimed: _____

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

Moran Hermesh

Signature of Claimant or Person Acting on Claimant's Behalf

Date

Print Name of Signee (required):

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: 01/25/22 Time: 2:02 p.m. Recorded by: Josie Guzman
via email

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



March 1, 2022 LVMWD Regular Board Meeting

TO:

FROM:

Subject : Monthly Cash and Investment Report: January 2022

SUMMARY:

During the month of January 2022, the value of the District's total cash and investments increased from \$110,398,265, held on December 31, 2021, to \$110,868,377, including \$4,456,881 in loan proceeds for the Automatic Meter Reading/Advanced Metering Infrastructure (AMR/AMI) Project. The total held in the District's investment portfolio increased from \$106,347,392 to \$107,029,798. The total cash the District held was \$3,838,578. Four investments matured or were called, and three investments were purchased, increasing the book value to \$62,388,064. The value of the District's Local Agency Investment Fund (LAIF) account increased to \$33,525,593, and the District's CAMP account increased to \$11,116,142.

RECOMMENDATION(S):

Receive and file the Monthly Cash and Investment Report for January 2022.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

DISCUSSION:

As of January 31, 2022, the District held \$110,868,377 in its cash and investment accounts, up 0.4% month-over-month. The majority of the funds were held in the District's self-managed investment account, which had an January 31st book value of \$62,388,064. LAIF held the majority of the remaining funds, in the amount of \$33,525,593. CAMP held \$11,116,142, and the remaining funds were held in the District's checking and money market accounts. The annualized yield of the District's investment portfolio was 1.41% in January 2022, down from December's 1.43%. The annualized yield on the District's LAIF funds was 0.23% in January, up from December's 0.21%. The annualized yield on the District's CAMP funds was unchanged at 0.05%. The combined total yield on the District's accounts was 0.87%, unchanged from December 2021.

The following investments were purchased during January 2022.

- 01/06/22 – FFCB agency bond with a maturity of 01/14/25; YTM 1.080%.
- 01/14/22 – FAMC agency bond with a maturity of 01/14/25; YTM 1.195%.
- 01/19/22 – FAMC agency bond with a maturity of 01/19/27; YTM 1.517%.

The following investments matured or were called during January 2022:

- 01/10/22 – FMLMC agency bond with an original maturity date of 01/10/25 was called; YTM was 1.80%.
- 01/18/22 – Farmers & Merchants Bank insured CD matured; YTM 1.65%.
- 01/18/22 – Wells Fargo bank insured CD matured; YTM 1.80%.
- 01/26/22 – FHLMC agency bond matured; YTM 2.046%.

The following transactions were posted in the District's LAIF account:

- 01/04/22 – Withdraw in the amount of \$1,000,000.
- 01/05/22 – Deposit in the amount of \$2,500,000.
- 01/14/22 – Interest payment in the amount of \$18,691.28.
- 01/14/22 – Deposit in the amount of \$1,000,000.
- 01/18/22 – Withdraw in the amount of \$1,000,000.
- 1/27/22 – Withdraw in the amount of \$1,000,000.

The District's investments are in compliance with the adopted Investment Policy, and the District has sufficient funds to meet expenditures during the next six months from funds held in LAIF.

Cash Analysis:

Another important aspect of the Monthly Cash and Investment Report is to monitor the District's performance as compared to its adopted Financial Policies. Attachment B shows the District's total cash and investments as of January 31, 2022 and compares the balances to the adopted Financial Policies. As shown for January, the Potable Water Enterprise had \$21.6 million available for capital projects. The Sanitation Enterprise had cash and investments that exceeded the District's Financial Policies by \$3.4 million, and the Recycled Water Enterprise had cash and investments that exceeded the District's Financial Policy levels by \$13.5 million.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Donald Patterson, Director of Finance and Administration

ATTACHMENTS:

January 2022 Investment Report

January 2022 Cash Report



**LAS VIRGENES MUNICIPAL WATER DISTRICT
MONTHLY CASH AND INVESTMENT REPORT
January 31, 2022**

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

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

Fund Name	Face Amount/Shares	Market Value	Book Value	% of Portfolio	YTM @ Cost	Days To Maturity
1 Investments	62,353,000.00	61,933,375.61	62,388,063.50	56.27	1.41	992
2 LAIF	33,525,593.11	33,525,593.11	33,525,593.11	30.24	0.23	1
3 CAMP	11,116,141.82	11,116,141.82	11,116,141.82	10.03	0.05	1
4 US Bank Blackrock	1,775,514.50	1,775,514.50	1,775,514.50	1.60	0.00	1
5 Wells Fargo Operating	2,063,064.17	2,063,064.17	2,063,064.17	1.86	0.00	1
Total / Average	110,833,313.60	110,413,689.21	110,868,377.10	100.00	0.87	558

David W. Pedersen, General Manager

Date

Lynda Lo-Hill, Treasurer

Date



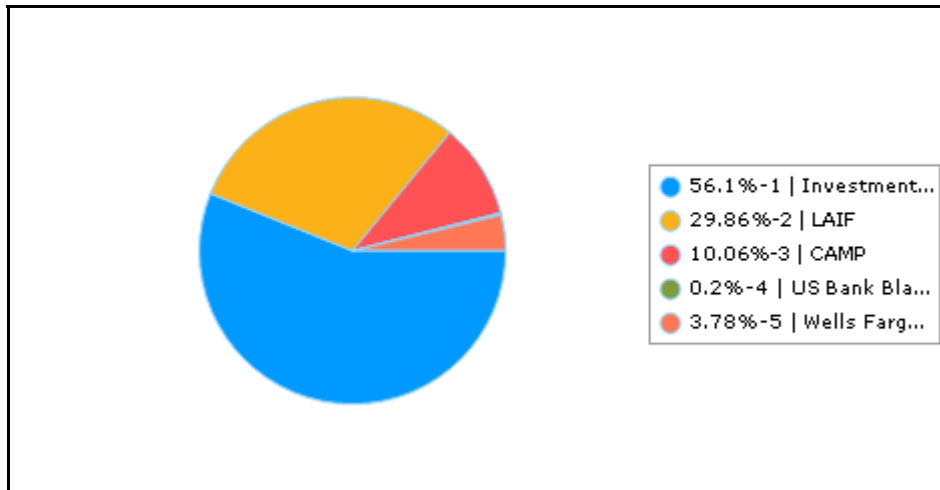
Las Virgenes Municipal Water District CA Distribution by Main Fund - Market Value All Portfolios

Begin Date: 12/31/2021, End Date: 1/31/2022

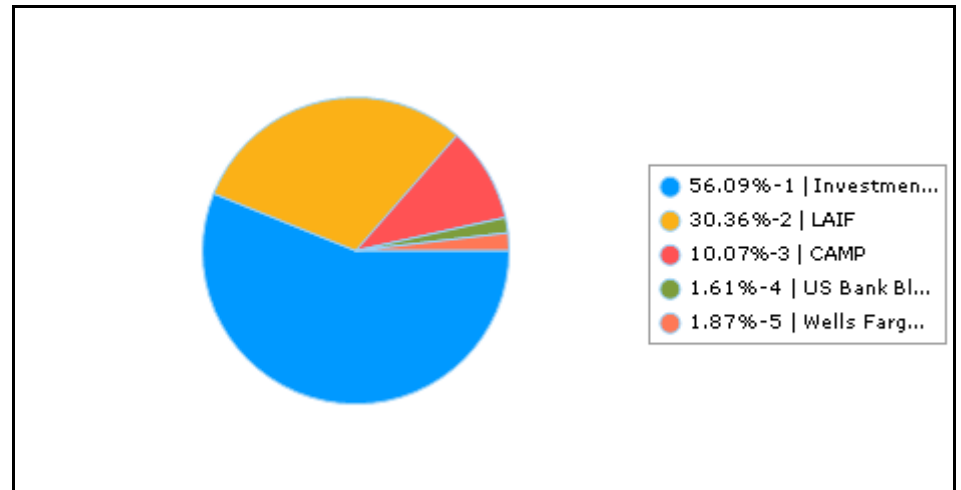
Main Fund Allocation

Main Fund	Market Value 12/31/2021	% of Portfolio 12/31/2021	Market Value 1/31/2022	% of Portfolio 1/31/2022
1 Investments	62,002,930.52	56.10	61,933,375.61	56.09
2 LAIF	33,006,901.83	29.86	33,525,593.11	30.36
3 CAMP	11,115,659.18	10.06	11,116,141.82	10.07
4 US Bank Blackrock	221,900.37	0.20	1,775,514.50	1.61
5 Wells Fargo Operating	4,174,369.64	3.78	2,063,064.17	1.87
Total / Average	110,521,761.54	100.00	110,413,689.21	100.00

Portfolio Holdings as of 12/31/2021



Portfolio Holdings as of 1/31/2022





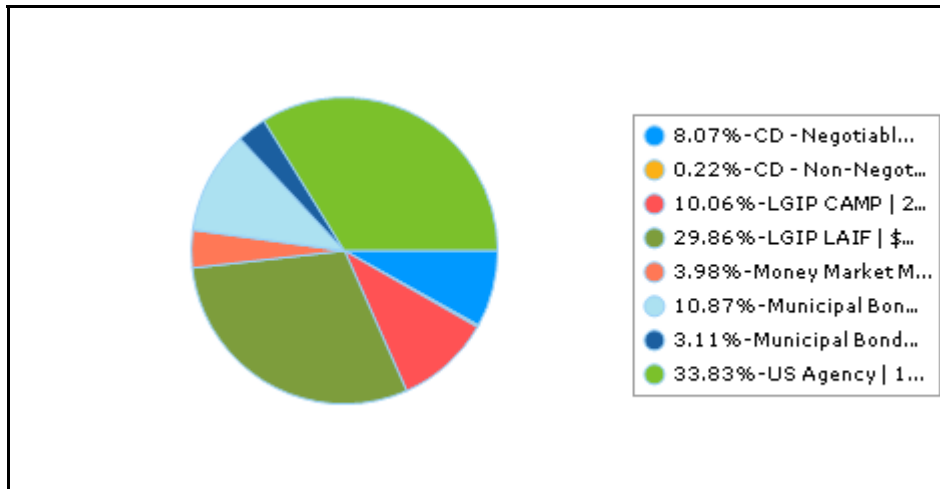
Las Virgenes Municipal Water District CA Distribution by Asset Category - Market Value All Portfolios

Begin Date: 12/31/2021, End Date: 1/31/2022

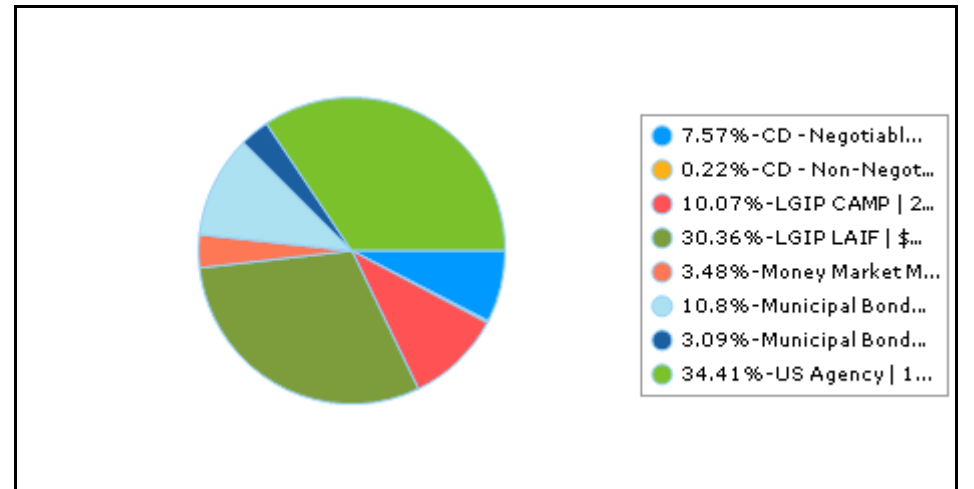
Asset Category Allocation

Asset Category	Market Value 12/31/2021	% of Portfolio 12/31/2021	Market Value 1/31/2022	% of Portfolio 1/31/2022
CD - Negotiable 25 %	8,915,544.02	8.07	8,357,507.36	7.57
CD - Non-Negotiable 25 %	247,454.90	0.22	247,097.20	0.22
LGIP CAMP 25 %	11,115,659.18	10.06	11,116,141.82	10.07
LGIP LAIF \$ 65M	33,006,901.83	29.86	33,525,593.11	30.36
Money Market Mutual Funds 20 %	4,396,270.01	3.98	3,838,578.67	3.48
Municipal Bonds - Local 100 %	12,012,702.60	10.87	11,922,272.20	10.80
Municipal Bonds 100 %	3,435,770.00	3.11	3,416,454.00	3.09
US Agency 100 %	37,391,459.00	33.83	37,990,044.85	34.41
Total / Average	110,521,761.54	100.00	110,413,689.21	100.00

Portfolio Holdings as of 12/31/2021



Portfolio Holdings as of 1/31/2022



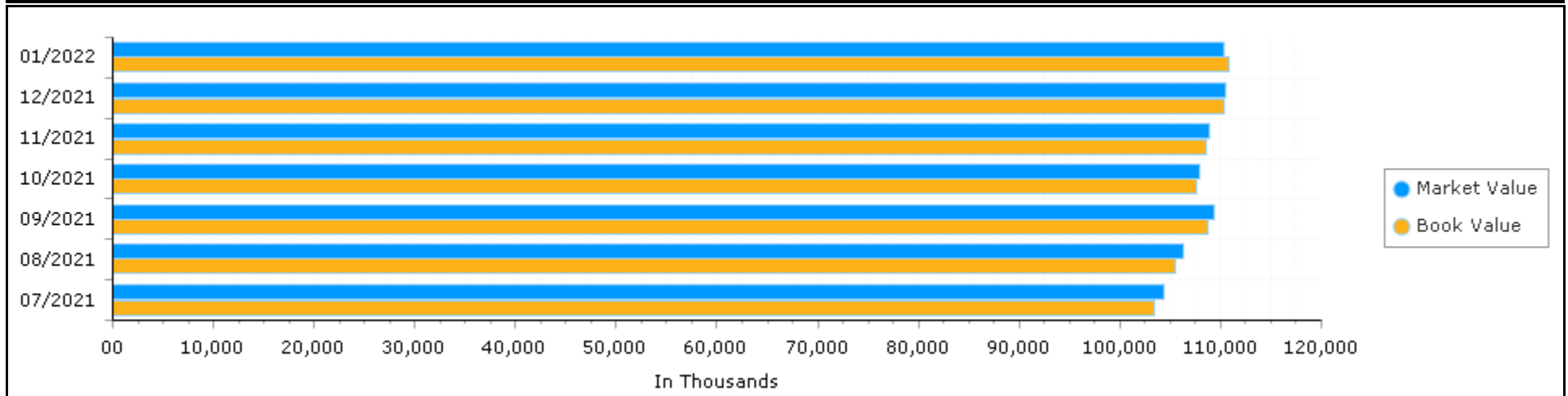


Las Virgenes Municipal Water District CA Portfolio Summary by Month All Portfolios

Begin Date: 7/31/2021, End Date: 1/31/2022

Month	Market Value	Book Value	Unrealized Gain/Loss	YTM @ Cost	YTM @ Market	Duration	Days To Maturity
7/31/2021	104,452,979.08	103,460,826.62	992,152.46	0.91	0.36	1.62	602
8/31/2021	106,357,565.28	105,474,973.50	882,591.78	0.88	0.37	1.54	575
9/30/2021	109,403,864.11	108,689,323.51	714,540.60	0.83	0.38	1.48	548
10/31/2021	107,985,564.96	107,565,777.18	419,787.78	0.85	0.47	1.50	558
11/30/2021	108,860,433.75	108,605,724.50	254,709.25	0.86	0.51	1.47	545
12/31/2021	110,521,761.54	110,398,264.81	123,496.73	0.87	0.58	1.49	552
1/31/2022	110,413,689.21	110,868,377.10	-454,687.89	0.87	0.78	1.51	558
Total / Average	108,285,122.56	107,866,181.03	418,941.53	0.87	0.49	1.51	562

Market Value / Book Value Comparison





Las Virgenes Municipal Water District CA
Total Rate of Return - Book Value by Month
All Portfolios

Begin Date: 7/31/2021, End Date: 1/31/2022

Month	Beginning BV + Accrued Interest	Interest Earned During Period-BV	Realized Gain/Loss-BV	Investment Income-BV	Average Capital Base-BV	TRR-BV	Annualized TRR-BV	Treasury 3 Year
7/31/2021	106,417,446.47	111,377.90	0.00	111,377.90	105,861,619.29	0.11	1.27	0.41
8/31/2021	103,676,084.37	77,876.75	0.00	77,876.75	101,096,605.15	0.08	0.93	0.42
9/30/2021	105,712,783.22	73,155.72	0.00	73,155.72	104,871,865.36	0.07	0.84	0.47
10/31/2021	108,909,218.68	80,101.57	0.00	80,101.57	109,562,578.89	0.07	0.88	0.67
11/30/2021	107,789,215.73	75,351.92	0.00	75,351.92	107,673,361.29	0.07	0.84	0.82
12/31/2021	108,835,925.03	81,971.53	0.00	81,971.53	111,354,022.16	0.07	0.89	0.95
1/31/2022	110,613,654.14	81,162.91	0.00	81,162.91	112,338,270.07	0.07	0.87	1.25
Total/Average	106,417,446.47	580,998.30	0.00	580,998.30	107,504,453.47	0.54	0.93	0.71



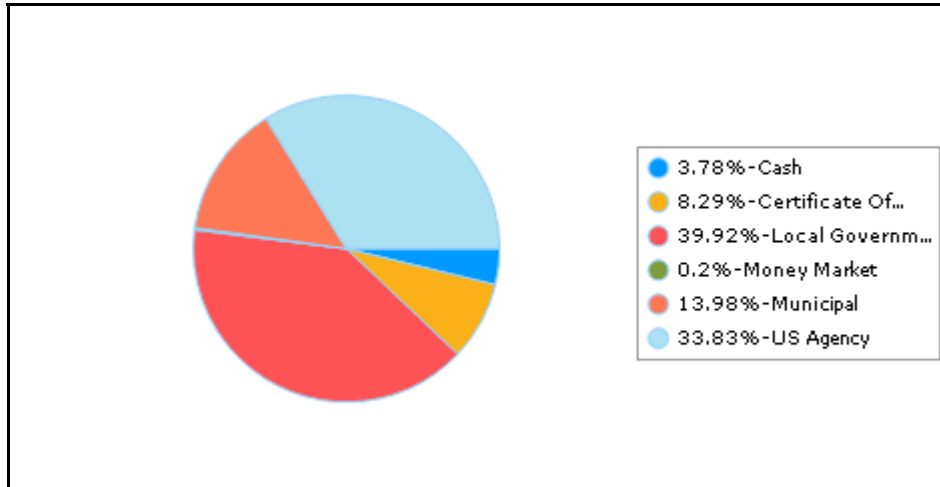
Las Virgenes Municipal Water District CA Distribution by Security Sector - Market Value All Portfolios

Begin Date: 12/31/2021, End Date: 1/31/2022

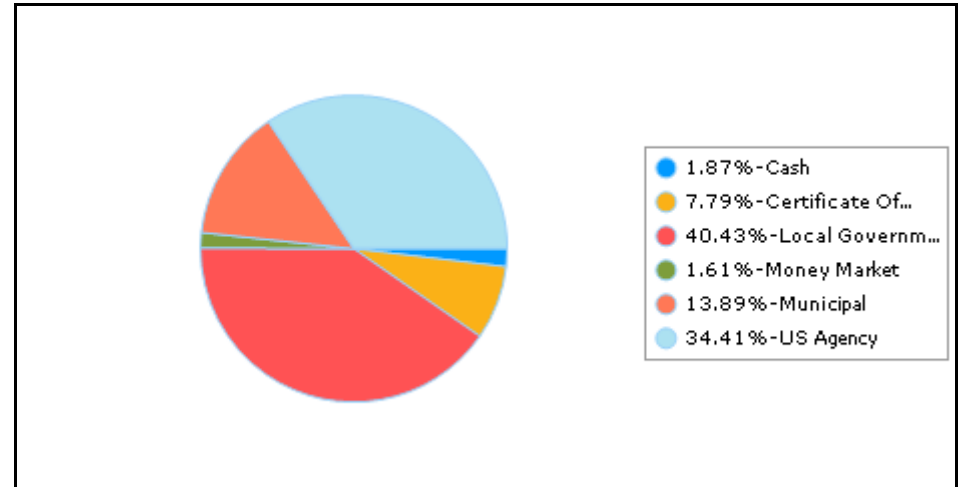
Security Sector Allocation

Security Sector	Market Value 12/31/2021	% of Portfolio 12/31/2021	Market Value 1/31/2022	% of Portfolio 1/31/2022
Cash	4,174,369.64	3.78	2,063,064.17	1.87
Certificate Of Deposit	9,162,998.92	8.29	8,604,604.56	7.79
Local Government Investment Pool	44,122,561.01	39.92	44,641,734.93	40.43
Money Market	221,900.37	0.20	1,775,514.50	1.61
Municipal	15,448,472.60	13.98	15,338,726.20	13.89
US Agency	37,391,459.00	33.83	37,990,044.85	34.41
Total / Average	110,521,761.54	100.00	110,413,689.21	100.00

Portfolio Holdings as of 12/31/2021



Portfolio Holdings as of 1/31/2022





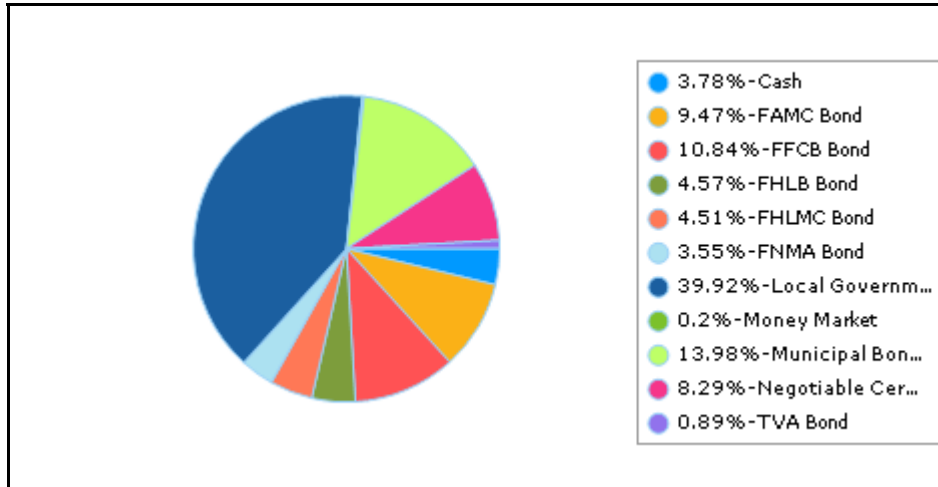
Las Virgenes Municipal Water District CA Distribution by Security Type - Market Value All Portfolios

Begin Date: 12/31/2021, End Date: 1/31/2022

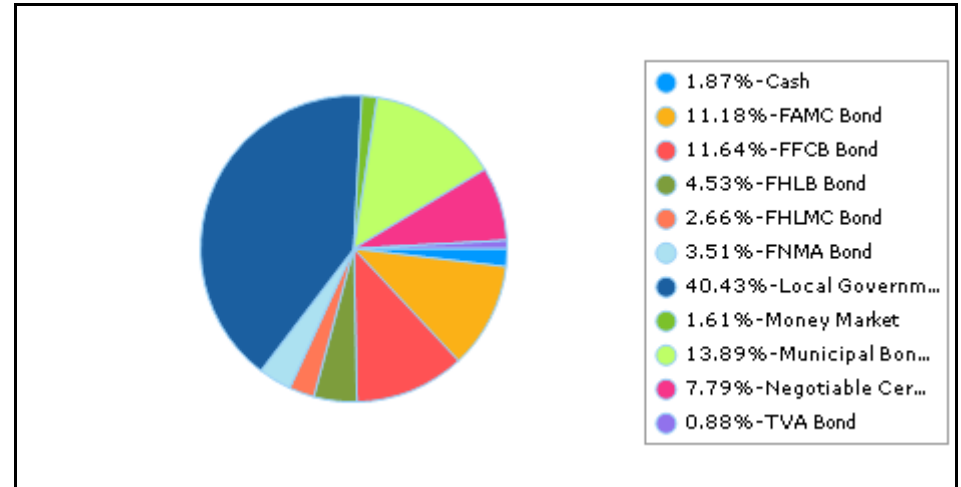
Security Type Allocation

Security Type	Market Value 12/31/2021	% of Portfolio 12/31/2021	Market Value 1/31/2022	% of Portfolio 1/31/2022
Cash	4,174,369.64	3.78	2,063,064.17	1.87
FAMC Bond	10,462,699.00	9.47	12,343,314.85	11.18
FFCB Bond	11,986,030.00	10.84	12,849,990.00	11.64
FHLB Bond	5,051,360.00	4.57	5,003,770.00	4.53
FHLMC Bond	4,980,980.00	4.51	2,938,600.00	2.66
FNMA Bond	3,924,180.00	3.55	3,878,070.00	3.51
Local Government Investment Pool - Quarterly	44,122,561.01	39.92	44,641,734.93	40.43
Money Market	221,900.37	0.20	1,775,514.50	1.61
Municipal Bond	15,448,472.60	13.98	15,338,726.20	13.89
Negotiable Certificate Of Deposit	9,162,998.92	8.29	8,604,604.56	7.79
TVA Bond	986,210.00	0.89	976,300.00	0.88
Total / Average	110,521,761.54	100.00	110,413,689.21	100.00

Portfolio Holdings as of 12/31/2021



Portfolio Holdings as of 1/31/2022





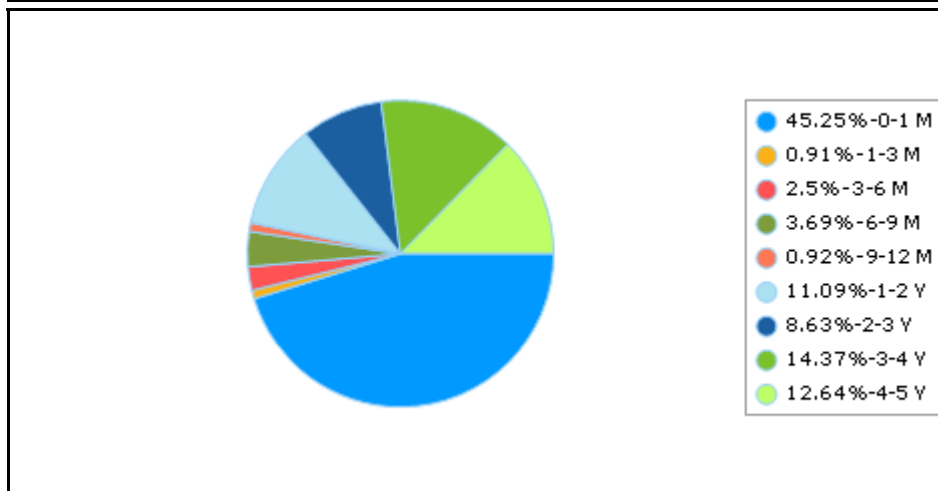
Las Virgenes Municipal Water District CA Distribution by Maturity Range - Market Value All Portfolios

Begin Date: 12/31/2021, End Date: 1/31/2022

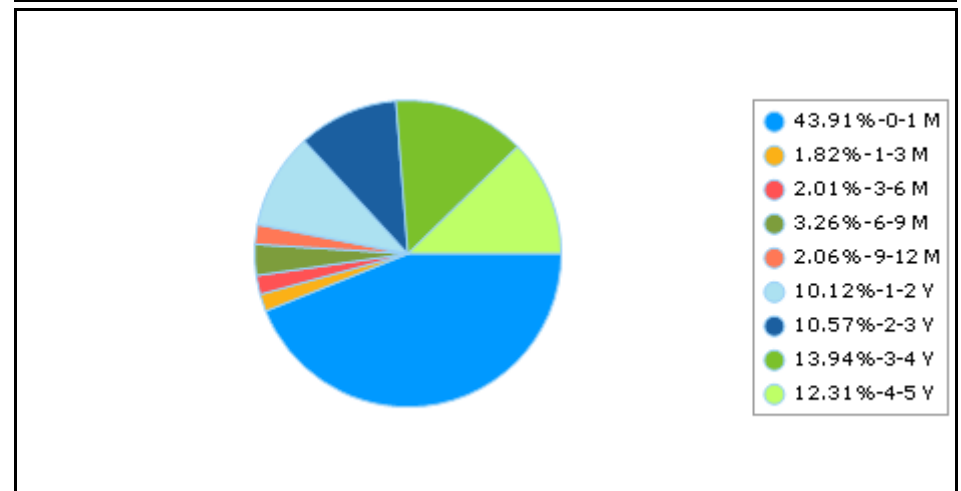
Maturity Range Allocation

Maturity Range	Market Value 12/31/2021	% of Portfolio 12/31/2021	Market Value 1/31/2022	% of Portfolio 1/31/2022
0-1 Month	50,010,333.62	45.25	48,480,313.60	43.91
1-3 Months	1,004,650.00	0.91	2,006,340.00	1.82
3-6 Months	2,759,997.30	2.50	2,219,236.75	2.01
6-9 Months	4,080,662.70	3.69	3,604,406.30	3.26
9-12 Months	1,019,390.20	0.92	2,279,649.90	2.06
1-2 Years	12,254,373.35	11.09	11,169,578.30	10.12
2-3 Years	9,542,220.05	8.63	11,666,289.10	10.57
3-4 Years	15,877,566.50	14.37	15,390,822.20	13.94
4-5 Years	13,972,567.82	12.64	13,597,053.06	12.31
Total / Average	110,521,761.54	100.00	110,413,689.21	100.00

Portfolio Holdings as of 12/31/2021



Portfolio Holdings as of 1/31/2022



Las Virgenes Municipal Water District CA
Portfolio Holdings
Investment Portfolio | by Maturity Range - Monthly Report
Report Format: By Transaction
Group By: Maturity Range
Average By: Cost Value
Portfolio / Report Group: All Portfolios
As of 1/31/2022

Description	CUSIP/Ticker	YTM @ Cost	Security Sector	Bullet/Callable	Maturity Date	Book Value	Market Value	% of Portfolio
1-3 Months								
New York State 2.55 3/15/2022	6500356Z6	2.550	Municipal	Bullet	3/15/2022	1,000,000.00	1,002,590.00	1.60
California State 2 5/1/2022	13066YTZ2	3.063	Municipal	Bullet	5/1/2022	997,534.75	1,003,750.00	1.55
Total / Average 1-3 Months		2.802				1,997,534.75	2,006,340.00	3.15
3-6 Months								
Beverly Hills CA 0.373 6/1/2022	088006JW2	0.373	Municipal	Bullet	6/1/2022	250,000.00	249,847.50	0.40
Goldman Sachs Bank NY 2.35 6/21/2022	38148PKX4	2.350	Certificate Of Deposit	Bullet	6/21/2022	245,000.00	247,097.20	0.39
Sallie Mae Bank UT 2.35 6/21/2022	795450A70	2.350	Certificate Of Deposit	Bullet	6/21/2022	245,000.00	247,097.20	0.39
FHLMC Step 6/29/2022	3134GBUZ3	2.104	US Agency	Bullet	6/29/2022	1,000,025.14	1,007,270.00	1.60
FAMC 1.98 6/30/2022	3132X0UH2	2.810	US Agency	Bullet	6/30/2022	463,495.19	467,924.85	0.73
Total / Average 3-6 Months		2.107				2,203,520.33	2,219,236.75	3.51
6-9 Months								
Maryland State 1.59 8/1/2022	574193RY6	1.590	Municipal	Bullet	8/1/2022	1,000,000.00	1,005,040.00	1.60
Rowland ISD CA 0.445 8/1/2022-22	779631JV3	0.445	Municipal	Callable	8/1/2022	100,000.00	99,882.00	0.16
Texas Capital Bank 0.25 8/8/2022	88224PLZ0	0.250	Certificate Of Deposit	Bullet	8/8/2022	245,000.00	245,044.10	0.39
Bank Hapoalim NY 0.25 8/26/2022	06251A2D1	0.250	Certificate Of Deposit	Bullet	8/26/2022	245,000.00	245,007.35	0.39
American Express 2.4 8/29/2022	02587CFU9	2.400	Certificate Of Deposit	Bullet	8/29/2022	245,000.00	248,067.40	0.39
Capital One VA 2.4 8/30/2022	14042RHS3	2.400	Certificate Of Deposit	Bullet	8/30/2022	245,000.00	248,040.45	0.39
San Francisco California 2.5 9/1/2022-22	79772EAX7	2.605	Municipal	Callable	9/1/2022	499,715.11	505,045.00	0.80
FFCB 1.75 9/13/2022	3133EHYR8	1.766	US Agency	Bullet	9/13/2022	999,907.58	1,008,280.00	1.60
Total / Average 6-9 Months		1.676				3,579,622.69	3,604,406.30	5.73
9-12 Months								
California State 0.349 11/1/2022	13077DMH2	0.349	Municipal	Bullet	11/1/2022	500,000.00	498,260.00	0.80
Martinez Financing Authority CA 0.405 12/1/2022	57339JAN0	0.405	Municipal	Bullet	12/1/2022	270,000.00	268,911.90	0.43
Wells Fargo Bank 2.5 12/8/2022	949763LR5	2.500	Certificate Of Deposit	Bullet	12/8/2022	245,000.00	249,363.45	0.39
Morgan Stanley Bank 2.65 1/11/2023	61747MF63	2.650	Certificate Of Deposit	Bullet	1/11/2023	245,000.00	250,044.55	0.39
FAMC 2.13 1/24/2023	31315PZS1	2.338	US Agency	Bullet	1/24/2023	998,086.48	1,013,070.00	1.59
Total / Average 9-12 Months		1.716				2,258,086.48	2,279,649.90	3.61
1-2 Years								
FFCB 2.7 4/11/2023	3133EJKN8	2.700	US Agency	Bullet	4/11/2023	1,000,000.00	1,023,160.00	1.60
Redondo Beach CA 0.415 5/1/2023-23	757696AP4	0.415	Municipal	Callable	5/1/2023	500,000.00	495,790.00	0.80

Description	CUSIP/Ticker	YTM @ Cost	Security Sector	Bullet/Callable	Maturity Date	Book Value	Market Value	% of Portfolio
Citibank National Association 3.15 5/11/2023	17312QL23	3.150	Certificate Of Deposit	Bullet	5/11/2023	245,000.00	252,820.40	0.39
University California 3.297 5/15/2023-23	91412HBK8	3.297	Municipal	Callable	5/15/2023	930,000.00	956,560.80	1.49
Ontario California 2.216 6/1/2023	68304FAC0	1.420	Municipal	Bullet	6/1/2023	1,101,255.78	1,098,883.50	1.79
FHLB 3.25 6/9/2023	313383QR5	2.536	US Agency	Bullet	6/9/2023	1,009,094.02	1,030,710.00	1.65
FAMC 2.9 7/24/2023	3132X03V1	2.981	US Agency	Bullet	7/24/2023	998,892.06	1,028,170.00	1.60
Rowland ISD CA 0.541 8/1/2023	779631JW1	0.541	Municipal	Bullet	8/1/2023	400,000.00	395,960.00	0.64
First Missouri State Bank 2.85 8/14/2023	32100LB00	2.850	Certificate Of Deposit	Bullet	8/14/2023	245,000.00	252,791.00	0.39
FFCB 0.3 9/1/2023-21	3133EL5J9	0.300	US Agency	Callable	9/1/2023	1,000,000.00	986,190.00	1.60
FHLB 3.375 9/8/2023	313383YJ4	2.227	US Agency	Bullet	9/8/2023	1,017,398.80	1,036,170.00	1.68
Oklahoma Water Resources OK 0.432 10/1/2023-23	67920QWY0	0.432	Municipal	Callable	10/1/2023	100,000.00	98,772.00	0.16
California State 2.25 10/1/2023	13063DDG0	3.092	Municipal	Bullet	10/1/2023	987,085.08	1,018,240.00	1.54
FFCB 0.27 10/5/2023-21	3133EMBQ4	0.282	US Agency	Callable	10/5/2023	999,804.38	990,690.00	1.60
Medallion Bank UT 1.7 12/22/2023	58404DFX4	1.700	Certificate Of Deposit	Bullet	12/22/2023	245,000.00	248,471.65	0.39
Morgan Stanley Bank 3.35 1/10/2024	61760ATZ2	3.350	Certificate Of Deposit	Bullet	1/10/2024	245,000.00	256,198.95	0.39
Total / Average 1-2 Years		1.989				11,023,530.12	11,169,578.30	17.73
2-3 Years								
FFCB 2.37 2/5/2024	3133EH5S8	2.524	US Agency	Bullet	2/5/2024	997,106.78	1,023,410.00	1.59
TIAA FSB FL 3 2/22/2024	87270LBU6	3.000	Certificate Of Deposit	Bullet	2/22/2024	245,000.00	254,900.45	0.39
California State 3 4/1/2024	13063DLZ9	2.500	Municipal	Bullet	4/1/2024	1,010,115.29	1,035,960.00	1.64
Comenity Capital Bank UT 2.75 4/30/2024	20033AU95	2.750	Certificate Of Deposit	Bullet	4/30/2024	245,000.00	254,229.15	0.39
Pasadena Pension CA 1.8 5/1/2024	70227RBK5	1.800	Municipal	Bullet	5/1/2024	260,000.00	260,860.60	0.42
Bank New England NH 2.65 5/23/2024	06426KBE7	2.650	Certificate Of Deposit	Bullet	5/23/2024	245,000.00	253,846.95	0.39
University Northern CO 2.147 6/1/2024	914733DV9	2.147	Municipal	Bullet	6/1/2024	1,000,000.00	1,010,880.00	1.60
FFCB 2.16 6/3/2024	3133EKNX0	1.865	US Agency	Bullet	6/3/2024	1,006,549.54	1,020,870.00	1.63
Enerbank UT 2.15 8/7/2024	29278TKJ8	2.150	Certificate Of Deposit	Bullet	8/7/2024	245,000.00	251,274.45	0.39
First Farmers Bank & Trust 1.75 9/4/2024	320165JK0	1.750	Certificate Of Deposit	Bullet	9/4/2024	245,000.00	248,861.20	0.39
FAMC 1.74 9/26/2024	31422BMD9	1.664	US Agency	Bullet	9/26/2024	1,001,924.18	1,010,790.00	1.61
South Gate Utility CA 2.224 10/1/2024-24	83789TBQ1	2.224	Municipal	Callable	10/1/2024	500,000.00	508,315.00	0.80
California State University 0.563 11/1/2024	13077DQC9	0.563	Municipal	Bullet	11/1/2024	400,000.00	390,184.00	0.64
FAMC 1.79 11/1/2024	31422BPG9	1.804	US Agency	Bullet	11/1/2024	999,634.14	1,011,820.00	1.60
California State 1.646 11/1/2024-24	13077DKC5	1.646	Municipal	Callable	11/1/2024	400,000.00	401,804.00	0.64
California State 0.56 12/1/2024-24	13067WRB0	0.560	Municipal	Callable	12/1/2024	250,000.00	243,980.00	0.40
FFCB 1.08 1/6/2025	31422XRD6	1.080	US Agency	Bullet	1/6/2025	1,000,000.00	990,840.00	1.60
KEMBA Financial Credit Union 1.8 1/8/2025	48836LAJ1	1.800	Certificate Of Deposit	Bullet	1/8/2025	245,000.00	249,165.00	0.39
FAMC 1.2 1/14/2025	31422XSU7	1.195	US Agency	Bullet	1/14/2025	1,000,147.67	994,070.00	1.60
Knoxville TVA TN 1.95 1/16/2025	499724AL6	1.950	Certificate Of Deposit	Bullet	1/16/2025	245,000.00	250,228.30	0.39
Total / Average 2-3 Years		1.850				11,540,477.60	11,666,289.10	18.53
3-4 Years								
Somerset Trust Company 1 3/19/2025	835104BZ2	1.000	Certificate Of Deposit	Bullet	3/19/2025	245,000.00	243,086.55	0.39
Iberia Bank LA 1 3/20/2025	45083ANS7	1.000	Certificate Of Deposit	Bullet	3/20/2025	245,000.00	243,089.00	0.39

Description	CUSIP/Ticker	YTM @ Cost	Security Sector	Bullet/Callable	Maturity Date	Book Value	Market Value	% of Portfolio
Pacific Western Bank CA 1.35 4/16/2025	69506YRG6	1.350	Certificate Of Deposit	Bullet	4/16/2025	245,000.00	245,602.70	0.39
Celtic Bank UT 1.5 4/17/2025	15118RUX3	1.500	Certificate Of Deposit	Bullet	4/17/2025	245,000.00	246,759.10	0.39
First National Bank TX 1.35 4/28/2025	32112UDR9	1.350	Certificate Of Deposit	Bullet	4/28/2025	245,000.00	245,556.15	0.39
Alexandria Utilities LA 1.498 5/1/2025-25	015086NJ6	1.498	Municipal	Callable	5/1/2025	400,000.00	397,944.00	0.64
TVA 0.75 5/15/2025	880591EW8	0.625	US Agency	Bullet	5/15/2025	1,004,040.00	976,300.00	1.61
Beverly Hills CA 0.719 6/1/2025	088013FG7	0.719	Municipal	Bullet	6/1/2025	500,000.00	485,570.00	0.80
State Bank India NY 1.05 6/10/2025	856285TR2	1.050	Certificate Of Deposit	Bullet	6/10/2025	245,000.00	242,949.35	0.39
San Francisco California 0.728 6/15/2025-25	79773KDC5	0.728	Municipal	Callable	6/15/2025	500,000.00	486,270.00	0.80
FAMC 0.48 6/19/2025	31422BD98	0.531	US Agency	Bullet	6/19/2025	998,315.91	967,650.00	1.60
FHLMC 0.65 6/30/2025-22	3134GVT99	0.650	US Agency	Callable	6/30/2025	1,000,000.00	970,030.00	1.60
Minnwest Bank South MN 0.5 7/15/2025	60425SHY8	0.500	Certificate Of Deposit	Bullet	7/15/2025	245,000.00	238,157.15	0.39
Preferred Bank CA 0.5 7/17/2025	740367MA2	0.500	Certificate Of Deposit	Bullet	7/17/2025	245,000.00	238,137.55	0.39
FNMA 0.625 7/21/2025-22	3136G4ZJ5	0.625	US Agency	Callable	7/21/2025	1,000,000.00	970,260.00	1.60
Bank Baroda NY 0.6 7/22/2025	06063HMR1	0.600	Certificate Of Deposit	Bullet	7/22/2025	245,000.00	238,933.80	0.39
Flagstar Bank MI 0.6 7/22/2025	33847E3W5	0.600	Certificate Of Deposit	Bullet	7/22/2025	245,000.00	238,933.80	0.39
FNMA 0.65 8/14/2025-22	3136G4C43	0.650	US Agency	Callable	8/14/2025	1,000,000.00	971,020.00	1.60
City of Santa Rosa 0.977 9/1/2025-25	802649TJ2	0.977	Municipal	Callable	9/1/2025	500,000.00	487,755.00	0.80
FHLMC 0.5 9/30/2025-22	3134GWWQ5	0.500	US Agency	Callable	9/30/2025	1,000,000.00	961,300.00	1.60
FNMA 0.54 10/27/2025-22	3136G45C3	0.540	US Agency	Callable	10/27/2025	1,000,000.00	965,290.00	1.60
FFCB 0.46 11/3/2025	3133EMFS6	0.493	US Agency	Bullet	11/3/2025	998,774.60	962,020.00	1.60
FNMA 0.57 11/17/2025-22	3135GA3X7	0.570	US Agency	Callable	11/17/2025	1,000,000.00	971,500.00	1.60
California State 0.751 12/1/2025-25	13067WSV5	0.751	Municipal	Callable	12/1/2025	250,000.00	242,102.50	0.40
FFCB 0.47 12/22/2025-22	3133EMLC4	0.470	US Agency	Callable	12/22/2025	1,000,000.00	958,360.00	1.60
JPMorgan Chase 0.5 1/6/2026	48128UVT3	0.500	Certificate Of Deposit	Bullet	1/6/2026	245,000.00	236,275.55	0.39
FAMC 0.48 1/15/2026	31422B6K1	0.489	US Agency	Bullet	1/15/2026	999,610.10	959,970.00	1.60
Total / Average 3-4 Years		0.668				15,845,740.61	15,390,822.20	25.40
4-5 Years								
FFCB 0.45 2/2/2026-23	3133EMPD8	0.450	US Agency	Callable	2/2/2026	1,000,000.00	958,700.00	1.60
FFCB 0.8 3/9/2026-23	3133EMSU7	0.800	US Agency	Callable	3/9/2026	1,000,000.00	974,190.00	1.60
FHLB 0.65 3/10/2026-22	3130ALDS0	0.650	US Agency	Callable	3/10/2026	1,000,000.00	971,440.00	1.60
FAMC 0.83 3/27/2026	31422XDX7	0.828	US Agency	Bullet	3/27/2026	1,000,084.08	971,080.00	1.60
Nelnet Bank UT 0.75 4/15/2026	64034KAF8	0.750	Certificate Of Deposit	Bullet	4/15/2026	245,000.00	237,529.95	0.39
Greenstate Credit Union 0.95 4/16/2026	39573LBC1	0.950	Certificate Of Deposit	Bullet	4/16/2026	245,000.00	239,489.95	0.39
Oceanside Water CA 1.103 5/1/2026	675413DL9	1.103	Municipal	Bullet	5/1/2026	210,000.00	204,128.40	0.34
FAMC 0.95 5/4/2026-23	31422XFP2	0.950	US Agency	Callable	5/4/2026	1,000,000.00	977,780.00	1.60
FAMC 0.925 6/10/2026-22	31422XHF2	0.925	US Agency	Callable	6/10/2026	1,000,000.00	976,000.00	1.60
Toyota Financial Savings NV 0.95 7/29/2026	89235MLE9	0.950	Certificate Of Deposit	Bullet	7/29/2026	245,000.00	238,402.15	0.39
FFCB 0.71 8/10/2026-23	3133EM2C5	0.710	US Agency	Callable	8/10/2026	1,000,000.00	964,340.00	1.60
UBS Bank UT 0.95 8/11/2026	90348JR93	0.950	Certificate Of Deposit	Bullet	8/11/2026	245,000.00	238,240.45	0.39
FHLB 0.75 9/28/2026-21	3130ANY38	0.750	US Agency	Callable	9/28/2026	1,000,000.00	972,500.00	1.60
FAMC 0.9 10/2/2026-22	31422XNH1	0.900	US Agency	Callable	10/2/2026	1,000,000.00	972,210.00	1.60

Description	CUSIP/Ticker	YTM @ Cost	Security Sector	Bullet/Callable	Maturity Date	Book Value	Market Value	% of Portfolio
Synchrony Bank 1 10/22/2026	87164YE34	1.000	Certificate Of Deposit	Bullet	10/22/2026	248,000.00	240,912.16	0.40
City of Palm Springs 1.402 11/1/2026	69666JHX9	1.402	Municipal	Bullet	11/1/2026	500,000.00	485,440.00	0.80
FFCB 1.34 11/30/2026	3133ENFV7	1.291	US Agency	Bullet	11/30/2026	1,002,281.45	988,940.00	1.61
FHLB Step 12/22/2026-22	3130AQ2B8	1.869	US Agency	Callable	12/22/2026	1,000,000.00	992,950.00	1.60
FAMC 1.5 1/19/2027	31422XSV5	1.515	US Agency	Bullet	1/19/2027	999,185.39	992,780.00	1.60
Total / Average 4-5 Years		0.983				13,939,550.92	13,597,053.06	22.34
Total / Average		1.405				62,388,063.50	61,933,375.61	100

LVMWD CASH ANALYSIS - JANUARY 31, 2022

	Restricted Cash	Cash Held by Policy	Policy Requirement	Unallocated Funds
101 - Potable Water Operations		30,893,699	9,997,207	
201 - Potable Water Construction	362,529			
301 - Potable Water Replacement		6,649,753	11,177,935	
603 - Rate Stabilization Fund		8,795,190	8,000,000	
AMR/AMI Loan		4,457,074		
Total Potable Water		50,795,716	29,175,142	21,620,574
102 - Recycled Water Operations		13,855,772	1,100,143	
203 - Recycled Water Construction	593,904			
302 - Recycled Water Replacement		2,658,300	2,539,440	
Recycled Water Assigned Funds		5,000,000		
Total Recycled Water	593,904	21,514,072	3,639,582	13,468,393
130 - Sanitation Operations		5,647,417	3,291,214	
230 - Sanitation Construction	4,959,085			
330 - Sanitation Replacement		8,685,078	12,573,074	
Sanitation Assigned Funds		10,000,000		
Total Sanitation	4,959,085	24,332,495	15,864,287	3,427,292
701 - Vested Sick Leave Reserve	1,295,032			
720 - Insurance Reserve		8,227,635	7,871,864	355,771
JPA	3,115,455			
701 - Internal Services Fund	(4,327,545)			
<i>Subtotal</i>	<u>5,998,460</u>	<u>104,869,918</u>		
TOTAL		110,868,377		

Financial Policy - Cash required to comply with District's adopted Financial Policy.

Restricted Cash - Revenue restricted to a particular purpose.

Bond Covenants - Money relating to bond financing that is restricted in use and required by promises made in bond documents.

Funds are reconciled at year-end.



March 1, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Statement of Revenues, Expenses and Changes in Net Position: January 2022

SUMMARY:

To ensure effective utilization of the public's assets and money, a monthly Statement of Revenues, Expenses and Changes in Net Position (Statement) is provided to the Board for review. The report is a high-level overview that summarizes the District's financial status through the end of the referenced month and can be used as a supplement to the additional detailed analysis provided in the quarterly financial reports. The data is formatted to mirror the presentation in the Annual Comprehensive Financial Report, which consists of an operating financial section, a non-operating financial section and the year-to-date changes in net position. The report is unaudited and preliminary due to the timing of its preparation versus month-end closing for the reported month.

RECOMMENDATION(S):

Receive and file the Statement of Revenues, Expenses and Changes in Net Position for the period ending January 31, 2022.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with the report.

DISCUSSION:

Districtwide operating revenues through January 31, 2022 of Fiscal Year 2021-22 were \$42.9 million, which were \$1.5 million (or 3.4%) below the prior year's revenues of \$44.4 million but on pace to exceed the \$70.7 million budgeted for the fiscal year. The decrease in revenues as compared to the prior year was due to a decrease in Potable Water Enterprise operating revenues of \$0.7 million (or 2.6%), along with a decrease in the Recycled Water Enterprise operating revenues of \$0.9 million (or 21.5%), offset by an increase in the Sanitation Enterprise operating revenues of \$0.4 million (or 3.3%).

Potable water deliveries through January 31, 2022 were 11,364 acre-feet, which was down 10.5% versus potable water deliveries of 12,699 acre-feet during the same period of the prior year. Record-breaking precipitation in December 2021, together with on-going drought conservation messaging, resulted in lower customer demand for potable water supply in the current fiscal year versus the prior year and subsequently reduced revenues year-over-year.

The decrease in recycled water revenues was expected as the District began to impose wasteful water use penalties for recycled water in January 2021 in an effort to drive conservation and more efficient water use by customers. Though there has been a subsequent decrease in recycled water revenues year-over-year, revenues are trending in line with budget expectations with approximately 58% of the fiscal year-end amount collected through January 31, 2022.

Operating revenues for the Sanitation Enterprise were \$11.3 million through January 31, 2022 of the fiscal year, up \$0.4 million (or 3.3%) compared to revenues generated through January 31st of the prior year. The increase versus the prior year was consistent with expectations as a 3.75% rate increase was implemented in March 2021, resulting in additional revenues for the current fiscal year.

Districtwide operating expenses year-to-date through January 31, 2022 were \$33.6 million, which was \$0.4 million (or 1.2%) below the prior year's \$34.0 million and encompassed 57.4% of the \$58.4 million budget for the fiscal year, trending materially in line with expectations for this point in the fiscal year.

The District generated net operating income available for capital projects of \$9.3 million through January 31, 2022, which was \$1.1 million below the prior year's \$10.4 million but on pace to surpass the annual budgeted net operating income of \$12.2 million for the fiscal year.

Within the attached report, the "Current Budget" column pertains to the current fiscal year budget that was adopted and/or amended by the Board. The "Actual Year-to-Date" columns presents the cumulative year-to-date revenues and expenses for both the current fiscal year and prior fiscal year. Lastly, the "Variance with Prior Year" column calculates the net difference between the current fiscal year-to-date balance and the prior fiscal year-to-date balance.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Brian Richie, Finance Manager

ATTACHMENTS:

Statement of Revenues, Expenses, and Changes in Net Position - January 2022

LAS VIRGENES MUNICIPAL WATER DISTRICT
Statement of Revenues, Expenses, and Changes in Net Position
For the Month ended January 31, 2022 (Preliminary) and 2021
(dollars in thousands)



	Current Budget	<i>Through 58% of fiscal year</i>		Variance with Prior Year Positive (Negative)
		Actual Year-to-Date		
	<u>2021/22</u>	<u>2021/22</u>	<u>2020/21</u>	<u>2021/22 to 2020/21</u>
OPERATING REVENUES:				
Potable water sales and service fees	\$ 44,559	\$ 26,604	\$ 27,301	\$ (697)
Recycled water sales and service fees	5,307	3,113	3,964	(851)
Sanitation service fees	19,577	11,260	10,901	359
Rental income	-	50	48	2
Other income	1,211	1,861	2,178	(317)
Total operating revenues	70,654	42,888	44,392	(1,504)
OPERATING EXPENSES:				
Water expenses:				
Source of supply	28,499	15,908	17,131	(1,223)
Pumping	2,622	1,564	1,660	(96)
Transmission and distribution	3,625	1,796	1,814	(18)
Meter	1,001	561	596	(35)
Water conservation	76	3	3	-
Rental	268	139	140	(1)
General and administrative	8,948	4,562	3,473	1,089
Total water expenses	45,039	24,533	24,817	(284)
Sanitation expenses:				
Share of Joint Powers Authority (expense)	10,655	7,178	7,593	(415)
Other sewage treatment	531	444	319	125
Lift stations	243	63	147	(84)
General and administrative	1,942	1,337	1,101	236
Total sanitation expenses	13,371	9,022	9,160	(138)
Total operating expenses	58,410	33,555	33,977	(422)
NET OPERATING INCOME (LOSS)	12,244	9,333	10,415	(1,082)
NONOPERATING REVENUES (EXPENSES):				
Taxes and penalties	-	11	418	(407)
Interest income (expense)	-	(1,252)	(1,061)	(191)
Facilities charge	-	358	360	(2)
Gain (Loss) on disposal of capital assets	-	4	5	(1)
Other revenues/(expenses)	-	162	971	(809)
Nonoperating revenues (expenses)	-	(717)	693	(1,410)
Capital contributions	-	846	5,361	(4,515)
Change in Net Position	12,244	9,462	16,469	(7,007)
NET POSITION:				
Beginning of fiscal year	269,224	269,224	252,211	17,013
Ending Net Position	\$ 281,468	\$ 278,686	\$ 268,680	\$ 10,006



March 1, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : One-Time Cash Out of Excess Vacation Accruals for Unrepresented Employees

SUMMARY:

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) to temporarily suspend 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 would be reinstated and employees would have six months to reduce vacation accruals below the MOU limits or future accruals would cease.

Staff has implemented the Board's direction and all District employees are now within their vacation accrual limits with one exception. The General Manager currently has approximately 55 hours of excess vacation above his accrual limit of 311 hours. This occurred, in part, because the above-described one-time cash out option was provided only to the District's represented employees and not to the General Manager, Department Directors and Human Resources Manager (i.e. unrepresented employees). Further, the excess vacation accrual report did not include the General Manager because the terms of his employment are covered by an Employment Agreement.

Given the circumstances, staff recommends that the Board authorize a one-time only cash out of excess vacation accruals for the District's unrepresented employees in a similar fashion as provided for represented employees.

RECOMMENDATION(S):

Authorize a one-time only cash out of excess vacation accruals for the District's unrepresented employees in a similar fashion as provided for represented employees.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

No

FINANCIAL IMPACT:

The cost of this action is estimated to be approximately \$8,500 and would reduce the District's long-term liabilities for accrued vacation by the same amount.

DISCUSSION:

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: David W. Pedersen, General Manager



□
March 1, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject : Re-divisioning of District Director Boundaries: Public Hearing

SUMMARY:

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

On November 16, 2021, staff presented the Board with two potential redistricting options to more closely balance the populations for Divisions 2 and 4, and the Board opted to move forward with Option No. 2. The California Elections Code requires that the Board hold two public hearings to receive input and feedback on the proposed redistricting, and adopt a resolution amending the District Director boundaries no later than April 17, 2022. Staff recommends that the Board conduct the first public hearing for Option No. 2.

RECOMMENDATION(S):

Conduct a public hearing in accordance with California Elections Code 22000 et seq., to receive public input and feedback on the proposed re-divisioning of the District Director boundaries; and schedule a second public hearing for approval of the re-divisioning on March 15, 2022.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with this action.

DISCUSSION:

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

On November 16, 2021, staff presented the Board with two potential redistricting options to more closely balance the populations for Divisions 2 and 4, and the Board opted to move forward with Option No. 2. Attached for reference are maps depicting the District's existing division boundaries and those proposed with Option No. 2.

Following is a table that summarizes the population distribution among the District's five divisions under Option No. 2.

	<u>Census 2020 Population</u>	
	<u>Option No 2</u>	
Division	Population	% Average
Div. 1	13,405	101%
Div. 2	13,051	99%
Div. 3	13,396	101%
Div. 4	12,888	97%
Div. 5	13,493	102%
TOTAL	66,233	

California Elections Code 22001 requires that the Board hold at least one public hearing to receive public input and feedback on the proposal to adjust the boundaries prior to the public hearing at which the Board votes to adopt a resolution for the action. The attached notice of public hearing was published in the the *Las Virgenes-Calabasas Enterprise* on February 17, 2022. A second public hearing will need to be held for the Board to adopt a resolution establishing the boundaries for the divisions represented by the members of the Board. Adoption of the resolution is required no later than April 17, 2022. Staff recommends that the Board schedule the second public hearing and adoption of the resolution on March 15, 2022.

GOALS:

Sustain Community Awareness and Support

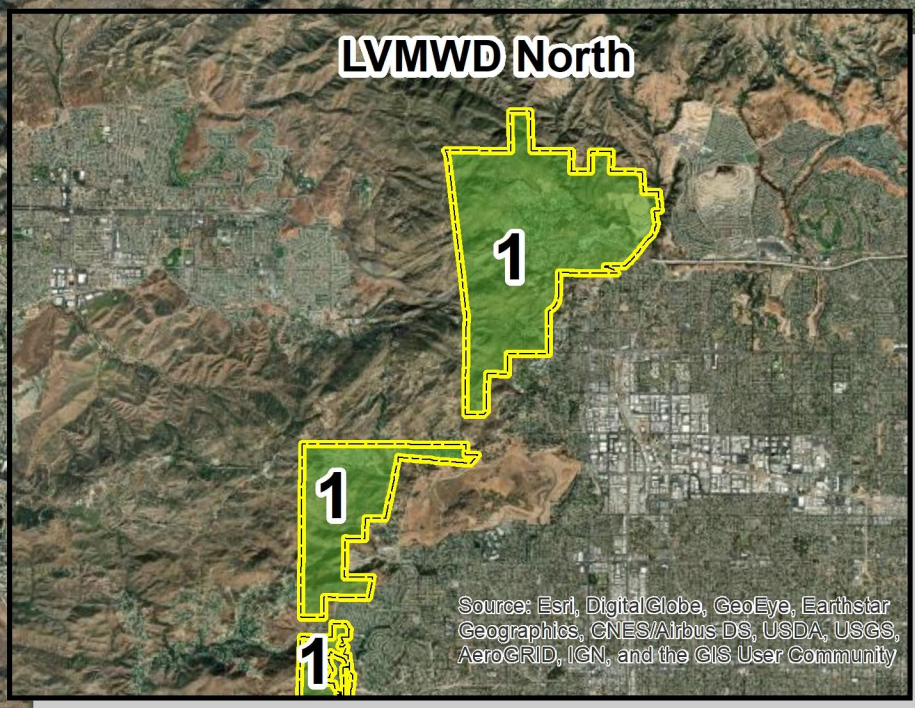
Prepared by: Josie Guzman, Executive Assistant/Clerk of the Board

ATTACHMENTS:

Map of Existing Division Boundaries

Map of Proposed Division Boundaries (Option No. 2)

Notice of Public Hearing



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

Census 2010 Population

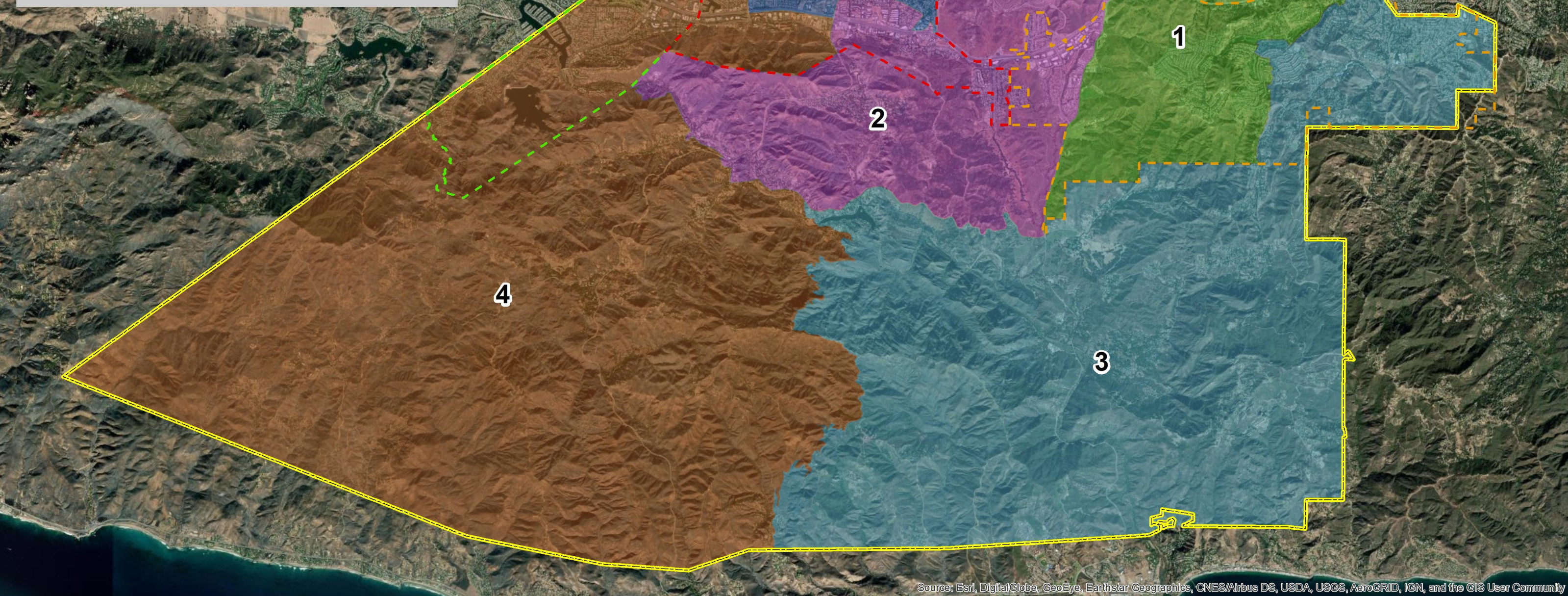
Division	Population	% Average
1	13262	98%
2	13706	101%
3	13609	101%
4	13379	99%
5	13672	101%
Total	67628	

Legend

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

LVMWD Director Divisions - Current

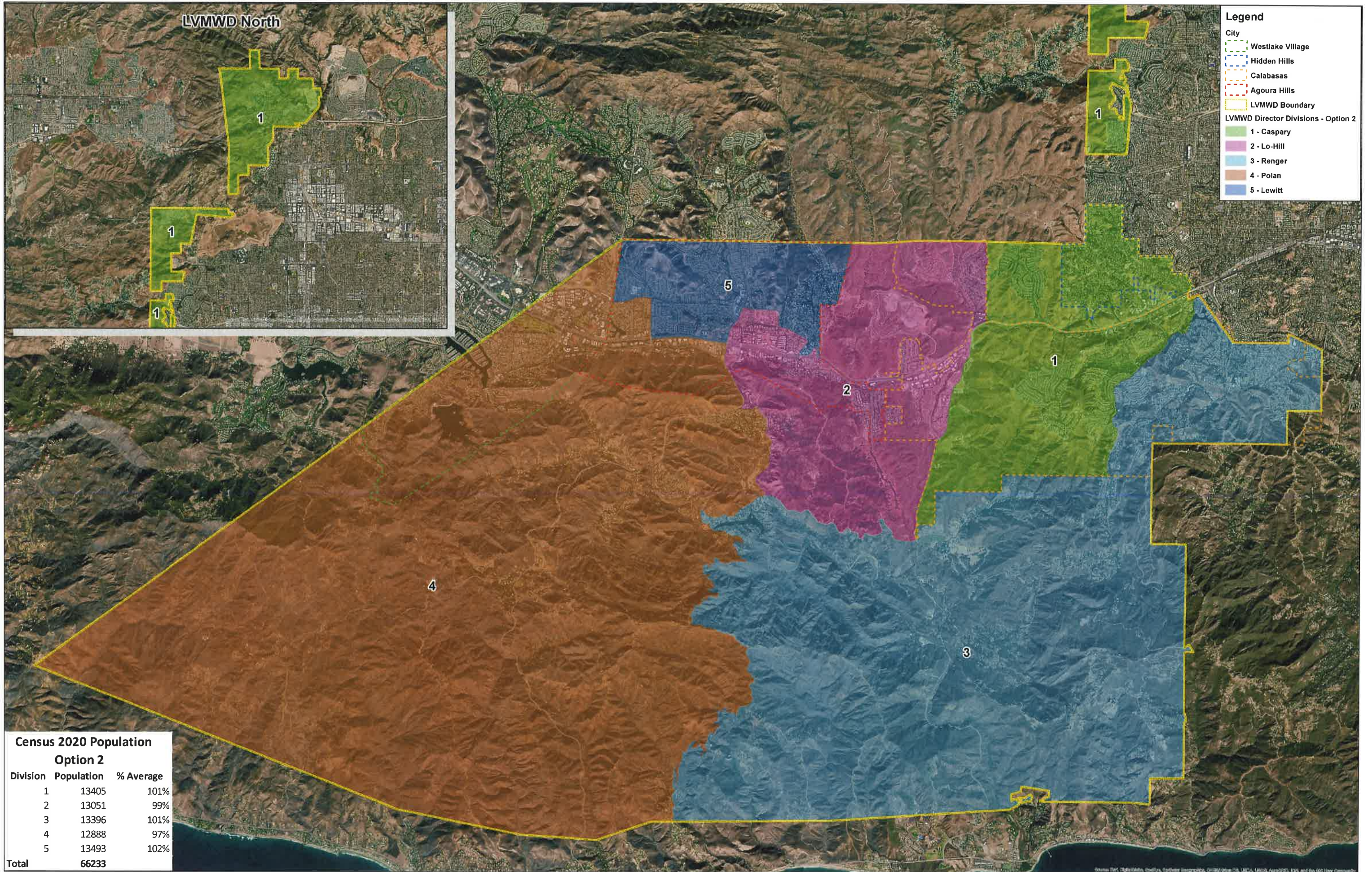
- 1 - Caspary
- 2 - Lo-Hill
- 3 - Renger
- 4 - Polan
- 5 - Lewitt



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



LVMWD Director Divisions - Current



- Legend**
- City**
- Westlake Village
 - Hidden Hills
 - Calabasas
 - Agoura Hills
 - LVMWD Boundary
- LVMWD Director Divisions - Option 2**
- 1 - Caspary
 - 2 - Lo-Hill
 - 3 - Renger
 - 4 - Polan
 - 5 - Lewitt

Census 2020 Population
Option 2

Division	Population	% Average
1	13405	101%
2	13051	99%
3	13396	101%
4	12888	97%
5	13493	102%
Total	66233	

LVMWD Director Divisions - Option 2 (Moved some 2020 Census Blocks from Division 2 to 4 to better equalize populations)



**NOTICE OF PUBLIC HEARING
LAS VIRGENES MUNICIPAL WATER DISTRICT**

**TO RECEIVE PUBLIC INPUT REGARDING BOARD OF DIRECTOR
DIVISION BOUNDARIES**

NOTICE IS HEREBY GIVEN that pursuant to California Elections Code Section 22001, the Board of Directors of Las Virgenes Municipal Water District will conduct a public hearing to receive input regarding potential redistricting of Director Divisions on Tuesday, March 1, 2022, at 9:00 AM, at Las Virgenes Municipal Water District Headquarters, Board Room, 4232 Las Virgenes Road, Calabasas, California 91302. The public is invited to provide input and/or submit information regarding the proposed division boundaries. The draft map is available on the District's website at www.lvmwd.com/about-us/transparency/public-records/public-information-and-documents.

Questions or input may be mailed to:

Las Virgenes Municipal Water District
Attn: Executive Assistant/Clerk of the Board
4232 Las Virgenes Road
Calabasas, CA 91302

Or by email to: jguzman@lvmwd.com

**BY ORDER OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL
WATER DISTRICT.**

/s/ Josie Guzman, MMC
Deputy Secretary of the Board

Publish on February 17, 2022.



March 1, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject : Rancho Las Virgenes Composting Facility: Biofilter Maintenance for Zone Nos. 1 to 4

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

SUMMARY:

The wood chip media for the biofilters at the Rancho Las Virgenes Composting Facility requires replacement regularly to meet air quality permit requirements and to prevent odors from migrating off-site. The biofiltration process uses a wood chip media as the substrate for organisms, which remove ammonia and volatile organic compounds from the foul air generated by the composting process. The media breaks down over time and needs to be replaced. All of the biofilter media is scheduled to be replaced annually. The media for Zone Nos. 1 to 4 was last replaced in 2021.

Bids were requested from suppliers and contractors via advertisement on the District's website from October to November 2021. No bids were received. As a result, staff reached out to Viramontes Express, Inc., who has consistently been the successful bidder for biofilter media. Viramontes provided a proposal to supply the new media and to remove and dispose of the old media for \$110,175.35. For comparison, the cost of the same work performed by Viramontes Express in 2021 was \$100,127.80. Staff recommends authorizing a purchase order for Viramontes Express to complete the work.

RECOMMENDATION(S):

Authorize the General Manager to approve a purchase order for Viramontes Express, Inc., in the amount of \$110,175.35, to replace the biofilter media at the Rancho Las Virgenes Composting Facility.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Sufficient funds are available in the adopted Fiscal Year 2021-2022 JPA Budget for this purpose. The cost of the work is allocated 70.6% to LVMWD and 29.4% to Triunfo Water and Sanitation District.

GOALS:

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

Regular biofilter media changeouts ensure regulatory compliance and adequate odor control.

Prepared by: Brett Dingman, Water Reclamation Manager

ATTACHMENTS:

Bid by Viramontes Express



17130 Hellman Ave. Corona, CA 92880
 Phone (909) 597-7232 • FAX (909) 606-9947
 E-mail: ViramontesXpress@msn.com

Las Virgenes Zone 1 & 4 Quote

Date: February 10, 2022

Company: *Las Virgenes Composting Facility*

Attention: Robert Robins

Phone: (818) 251-2344

FAX: (818) 251-2349

Item	Details	Total
Biofilter Media	2,500 cubic yards of wood chips (\$17 per cy)	\$42,500.00
Freight	To and from Chino to Calabasas, CA	\$23,000.00
Sales Tax	9.50% Los Angeles on \$65,500.00	\$6,222.50
Transport	Spent biofilter media from biofilter to staging area & transport new biofilter media from staging area to bio-filter	\$26,877.85
Disposal	Spent Biofilter Disposal Fee	\$10,575.00
Transportation	Wheel Loader \$500 per trip x 2	\$1000.00
	Total:	\$110,175.35

*Placement is not included.

Viramontes Express by: Henry Viramontes Date: 02/10/2022

Las Virgenes Composting by: _____ Date: _____

Please sign, date, and fax to Viramontes Express. We will not commit to loads until a signed confirmation is received. Thank you for your cooperation.



□
March 1, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Claim by Fred Pierson

SUMMARY:

On January 7, 2022, the District received the attached claim from Fred Pierson, owner of Malibu Phoenix Retreat. The claimant is seeking damages, in the amount of \$5,000, for the rental of a tractor and operator to remove debris from his property that was allegedly caused by runoff from a water main break on December 24, 2021. Staff investigated the claim and determined that the debris on the claimant's property resulted from excessive runoff associated with record-setting rainfall at that time rather than the water main break. As a result, staff recommends that the claim be denied.

RECOMMENDATION(S):

Deny the claim by Fred Pierson.

FISCAL IMPACT:

No

ITEM BUDGETED:

No

FINANCIAL IMPACT:

There is no financial impact associated with denying the claim.

DISCUSSION:

Fred Pierson submitted a claim, in the amount of \$5,000, for rental of a tractor and operator to

remove debris from his property that was allegedly caused by runoff from a water main break on December 24, 2021 at approximately 3:30 p.m. Staff investigated the claim and found that a water main break occurred approximately one mile north of the claimant's property at 4:30 p.m. on the subject date. The water main was shut down within two hours, and staff estimated that approximately 210,000 gallons of water was discharged during that time.

California experienced a severe atmospheric river rain event in December 2021 that resulted in record-setting rainfall for much of the state. Attached for reference is the December 2021 daily data from the District's weather station located at the Tapia Water Reclamation Facility. The station recorded 17.02 inches of rainfall during the month of December with 3.36 inches occurring on December 23 and 24, 2021. Also attached is a map depicting the drainage area immediately above the claimant's property, which consists of approximately three square miles. The entire area drains towards the claimant's property. Staff estimates that the rainfall on December 23rd and 24th resulted in more than 150 million gallons of runoff, compared to only 210,000 gallons of water discharged from the water main break.

Given the circumstances, staff concludes that the debris on the claimant's property resulted from excessive runoff associated with record-setting rainfall at that time rather than the water main break. As a result, staff recommends that the claim be denied.

GOALS:

Ensure Effective Utilization of the Public's Assets and Money

Prepared by: Tiffany Armstead, Administrative Specialist - Risk Management

ATTACHMENTS:

Claim by Fred Pierson

December 2021 Rainfall Data at Tapia Water Reclamation Facility

Map of Drainage Area



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: FRED PIERSON / MALIBU PHOENIX RETREAT

Address/location of accident or occurrence: 26860 MELLUS DRIVE +
ADJACENT 100 ACRES

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

Telephone numbers: Home: 310 8045119 Work/Cell: SAME

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)
12/24/21 FRIDAY APPROX 3:30 PM
- Where did the damage or injury occur?
3939 RAMIREZ MOTORWAY / OLD CANNON ROAD
- How did the damage or injury occur? (Give full details)
? BROKEN 10" UNDERGROUND WATER MAIN BREAK
- What damage or injuries do you claim?
DEBRIS RUNOFF DEPOSITED ON MY PROPERTY DOWNSTREAM FROM BREAK. NEED TRACTOR TO REMOVE DIRT DEPOSITED FROM 1 MILE RUNOFF DOWNSTREAM FROM BREAK

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?
NO INDIVIDUAL, LUMWD

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?
NO INDIVIDUALS INVOLVED

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

Amount claimed as of this date: \$ ^{\$3 to} 5000.00

Estimated amount of future expenses: \$ 0?

Total Amount Claimed: \$ 5000-

Basis for computation of amounts claimed: RENT TRACTOR + OPERATOR TO REMOVE DEBRIS

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

1) I REPORTED BREAK, TOOK 4 hrs to shut off
2) SPOKE TO LUMWD IN FIELD

[Signature]
Signature of Claimant or Person Acting on Claimant's Behalf

12/27/21
Date

Print Name of Signee (required):

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.



FROM _____

_____ ZIP _____



Put Stamp Here
The Post Office
will not deliver
mail without
postage.

TIFFANY ARMSTEAD

LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 LAS VIRGENES ROAD
CALABASAS, CA 91302-1994

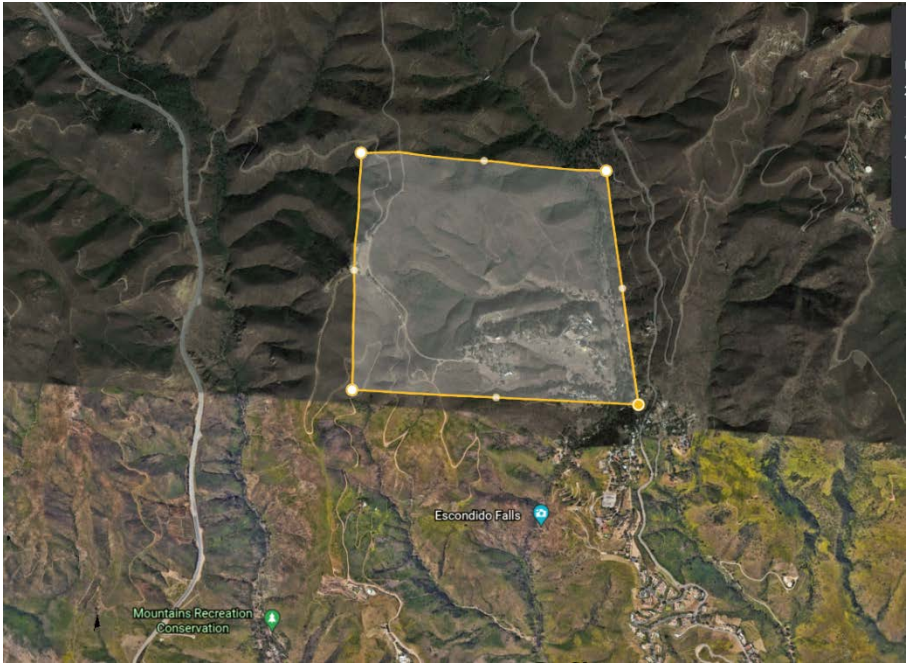
RECEIVED
DEC 27 2021



December 2021 Data at Tapia Water Reclamation Facility

Date	Temperature			Dew point			Humidity			Pressure			Wind Speed		Wind Direction	Rainfall Total	Inside Temp		
	High	Low	Avg	High	Low	Avg	High	Low	Avg	High	Low	Avg	High	Avg			High	Low	Avg
01	84.7	35.7	53.4	50	31	37	84	17	63	29.64	29.52	29.58	18.0	1.0	22	0.00	74.0	60.9	67.0
02	72.5	33.8	47.6	52	30	41	92	36	80	29.66	29.57	29.61	22.1	1.3	180	0.00	70.0	56.9	64.2
03	62.0	43.5	51.7	52	41	48	93	67	87	29.66	29.54	29.62	16.1	1.7	270	0.00	70.0	64.9	67.7
04	64.9	39.5	51.1	52	37	47	93	59	86	29.71	29.60	29.65	13.5	1.0	270	0.00	71.0	63.9	67.5
05	70.6	33.0	47.8	51	31	42	95	47	83	29.66	29.52	29.59	13.8	0.9	90	0.00	68.0	61.9	65.0
06	68.5	33.7	49.5	54	32	45	94	51	86	29.62	29.49	29.54	21.8	2.1	292	0.00	70.0	61.9	65.9
07	61.3	43.2	54.1	57	41	50	94	69	87	29.56	29.47	29.50	11.9	1.1	153	0.02	73.0	65.0	68.3
08	65.2	42.7	51.9	58	41	48	95	69	87	29.60	29.49	29.53	13.5	1.1	360	0.01	69.0	62.9	65.8
09	57.6	38.6	50.7	55	37	47	94	67	88	29.52	29.40	29.46	14.6	1.4	67	0.12	69.0	60.0	64.8
10	59.8	32.3	44.3	52	31	39	96	53	83	29.71	29.51	29.62	9.5	1.1	157	0.01	70.0	57.9	64.2
11	66.4	30.1	43.8	45	29	33	95	29	72	29.77	29.60	29.67	10.6	0.8	292	0.00	68.0	60.9	64.0
12	61.1	27.0	42.7	45	25	35	92	45	76	29.60	29.49	29.55	13.3	1.3	292	0.00	68.0	59.0	63.4
13	55.9	33.8	47.5	51	32	42	92	71	83	29.66	29.54	29.59	25.3	2.7	292	0.23	70.0	60.9	65.4
14	58.2	37.2	50.3	56	35	47	93	68	87	29.66	29.31	29.45	45.2	5.1	116	3.41	71.0	62.0	66.8
15	57.2	32.2	41.2	49	31	35	96	40	82	29.79	29.66	29.72	9.5	0.7	157	0.00	68.0	60.9	63.7
16	56.4	30.8	44.5	51	29	41	95	65	90	29.73	29.55	29.63	14.0	1.1	45	0.11	69.0	59.9	64.6
17	65.7	36.2	48.0	52	28	38	96	24	74	29.70	29.59	29.64	14.1	1.2	247	0.01	70.0	61.9	65.9
18	68.5	30.0	44.0	41	27	33	93	22	71	29.74	29.61	29.66	9.8	0.4	213	0.00	69.0	59.9	63.6
19	64.0	28.3	42.1	48	26	35	94	29	79	29.68	29.59	29.63	16.3	1.2	225	0.00	68.0	58.9	62.9
20	67.2	28.5	44.3	47	27	36	95	31	76	29.72	29.58	29.64	4.9	0.2	292	0.00	69.0	58.9	63.5
21	69.7	38.8	48.9	42	30	38	90	24	70	29.69	29.58	29.63	9.5	0.4	337	0.00	72.0	62.9	66.3
22	63.0	38.3	49.9	47	36	41	93	40	75	29.66	29.51	29.59	3.7	0.3	292	0.02	71.0	62.9	67.0
23	56.2	49.7	52.9	54	46	50	94	85	92	29.58	29.35	29.47	18.1	2.1	67	2.74	70.0	66.9	68.7
24	60.1	44.3	52.8	54	43	50	95	68	89	29.55	29.28	29.40	14.6	1.3	268	0.62	73.0	66.0	69.3
25	54.5	44.2	49.4	51	43	47	96	69	90	29.57	29.40	29.51	37.1	2.0	270	0.74	71.0	65.0	67.5
26	57.7	35.0	45.9	52	34	41	95	49	83	29.64	29.46	29.57	9.8	0.8	143	0.02	70.0	61.9	65.8
27	51.7	32.7	41.9	50	31	40	95	78	93	29.60	29.39	29.50	14.5	0.9	315	0.59	68.0	60.9	63.9
28	53.2	34.2	42.3	52	33	38	97	53	86	29.40	29.33	29.37	10.6	0.9	90	0.01	69.0	60.9	64.4
29	54.2	36.5	46.6	52	35	45	95	85	92	29.44	29.34	29.38	22.3	2.6	270	2.67	69.0	61.9	65.2
30	54.4	51.3	52.8	52	50	51	95	91	94	29.40	29.31	29.35	24.8	1.6	121	5.69	69.0	66.9	67.7
31	60.6	41.8	50.4	57	40	48	96	71	92	29.40	29.20	29.28	7.2	0.7	67	0.00	72.0	64.9	68.4
Month	84.7	27.0	47.9	58	25	42	97	17	83	29.79	29.20	29.55	45.2	1.3		17.02	74.0	56.9	65.8

Approximate Drainage Area – 3 Square Miles



Creek Paths





March 1, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject : Reclassification of Network and SCADA Analyst Position

SUMMARY:

With the recent vacancy for the position of Network and SCADA Analyst, staff took the opportunity to evaluate the organizational structure of the Information Systems Division. To successfully address the challenge of managing the District's information technology infrastructure and enhance its security posture, staff proposes to upgrade an existing, vacant Network and SCADA Analyst position with a Network and Security Engineer position. The higher-level position would involve the following additional responsibilities: planning, supervising, coordinating and performing the design, development, implementation, administration and maintenance of the District's network infrastructure and assets, network and telecommunications systems, cybersecurity, access control and physical security applications and services.

RECOMMENDATION(S):

Reclassify an existing, vacant Network and SCADA Analyst position (Salary Range M85) to a Network and Security Engineer position (Salary Range M98).

FISCAL IMPACT:

Yes

ITEM BUDGETED:

No

FINANCIAL IMPACT:

The maximum annual cost of the proposed change would be approximately \$34,916, including

both salary at the top step and associated benefits. The actual cost of the change will depend on the salary range placement for the selected individual, participation in optional benefits such as deferred compensation and whether the individual is a "new" or "classic" CalPERS member.

DISCUSSION:

On March 3, 2020, the Board approved organizational changes for the Information Systems Division that included retitling one of the District's two SCADA Analyst positions (Salary Range M85) to a Network and SCADA Analyst position (Salary Range M85). The position's incumbent recently retired, resulting in a vacancy. The 2015 Information Technology (IT) Master Plan recommended that staff perform a routine review of the District's information systems operations, considering new requirements and the importance of building a workforce that is capable of meeting evolving needs. Retirements and the resulting vacancies provide an opportunity for staff to reassess the District's current and future needs.

Following the IT Master Plan and completion of cybersecurity as well as physical site security assessments, staff proposes to expand the responsibilities for the vacant Network and SCADA Analyst position. As proposed, the position would retain its existing duties and supervisory responsibility as well as taking on additional duties that were previously unassigned, resulting in responsibilities greater in scope, complexity, and level of responsibility. The upgraded position is also proposed to take on additional supervisory duties with responsibility for an additional, higher-level position. The existing Network and SCADA Analyst position (Salary Range M85) supervises the Network and Security Technician (Salary Range 52) position. The proposed Network and Security Engineer position (Salary Range M98) will supervise both a SCADA Analyst position (Salary Grade M85) and Network and Security Technician position.

Based on the aforementioned factors, staff proposes to upgrade the vacant Network and SCADA Analyst position to a Network and Security Engineer position. The position would be responsible and accountable for planning, supervising, coordinating, and performing the design, development, implementation, administration, and maintenance of the District's network infrastructure and assets, network and telecommunications systems, cybersecurity, access control, and physical security applications and services.

The upgraded position is recommended for Salary Range M98, which is part of the Supervisor, Professional, and Confidential Unit. Attached is the proposed job description for the Network and Security Engineer position. Also attached is a copy of the current and proposed organizational charts for the Information Systems Division.

GOALS:

Assure a Quality, Continually Improving Workforce

Prepared by: Sophia Crocker, Human Resources Manager

ATTACHMENTS:

Proposed Job Description for Network and Security Engineer Position
Current and Proposed Organizational Chart for Information Systems Division

JOB DESCRIPTION

Job Title	Network & Security Engineer	Supervisor	Information Systems Manager
Department	Finance & Administration	Class Group	Supervisor, Professional, Confidential
Division	Information Systems	Salary Grade	M98
Section	N/A	FLSA Status	Exempt

This job description is intended to describe the general nature and level of work being performed by people assigned to this job. The description is not intended to be an exhaustive list of responsibilities, duties and skills required for this position.

BASIC JOB SUMMARY

Under the general supervision of the Information Systems Manager, the Network & Security Engineer plans, supervises, coordinates, and performs the design, development, implementation, administration, and maintenance of the District’s network infrastructure and assets, network and telecommunications systems, cybersecurity, access control, and physical security applications and services.

ESSENTIAL DUTIES

Duty 1

Plans, designs, develops, installs, and maintains a large enterprise network consisting of local, wide, and wireless networks (LAN, WAN, and Wi-Fi); studies vendor LAN, WAN, and Wi-Fi solutions and makes recommendations regarding various software and hardware solutions and upgrades that improve effectiveness for all network systems in accordance with the District’s requirements and standards.

Duty 2

Provides lead technical support and acts as a project lead and technology liaison in support of the District’s network, cybersecurity, and physical security systems; collects, analyzes, documents, and evaluates business requirements for process, network, security, and telecommunications improvements; defines end-to-end use cases and user stories.

Duty 3

Designs, implements, tests, and supports network, security, and telecommunications systems and applications; oversees and participates in providing technical assistance and ensuring network connectivity of all servers, workstations, wireless access points, telephony equipment, and network appliances; responds to network outages.

Duty 4

Manages network upgrade projects and site and cybersecurity initiatives; reviews network initiatives to ensure that solutions follow standards and align with the District’s technology strategies.

Duty 5

Researches and recommends emerging products, services, protocols, and standards in support of network, cybersecurity, site security, and telecommunications systems procurement and development efforts.

Duty 6

Designs and maintains communication facilities including intermediate data frame (IDF), main distribution frame (MDF), main point of entry (MPOE), and data centers and computer rooms; prepares scopes and specifications for Structured Communications Cabling Standards for new build-outs of voice and data communications facilities and related equipment.

Duty 7

Serves as project manager for network development projects pertaining to voice, video, data, radio, and wireless communications, including surveillance, access control, and other applications.

Duty 8

Manages all network hardware and equipment, including routers, switches, Virtual Private Network (VPN) bridges, optics transport devices, network management and security appliances, and patch panels.

Duty 9

Manages and maintains communication assets, including fiber optic network, and designs and manages construction of pathways for outside plant cabling in the public-right-of-way; coordinates the design, implementation, and configuration of District fiber optic network conduit, cabling, and equipment.

Duty 10

Assesses security of technology systems, platforms, and network architecture; assists in the development and execution of security plans to protect District business data from unauthorized internal or external access.

Duty 11

Coordinates connectivity to the District's supervisory control and data acquisition (SCADA) and programmable logic control (PLC) network communications equipment.

Duty 12

Collaborates in the design and implementation of Information Technology disaster recovery plans; develops, implements, and maintains policies, procedures, and associated training plans for network administration, usage, and disaster recovery.

Duty 13

Creates and maintains documentation as it relates to network configuration, network mapping, processes, and service records.

Duty 14

Provides technical guidance and assistance to Information Systems staff with implementation of voice, data, video, and wireless applications on the network; analyzes and resolves end-user voice (VoIP) and data communication issues and provides end-user training.

Duty 15

Negotiates with vendors on pricing and other terms and conditions for networking infrastructure and related solutions; develops corrective actions and resolutions with vendors, which may include vendor support for installing upgrades or patches and configuring and optimizing network hardware, software, and communication links.

Duty 16

Provides routine presentations to the General Manager and Board of Directors pertaining to the District's network, cybersecurity state, site security, and telecommunication technologies.

Duty 17

Plans, assigns, supervises, and evaluates the work of assigned Information Systems staff; interviews and recommends selection of candidates for assigned positions; prepares and conducts employee performance evaluations; administers coaching to motivate and enhance employee performance; prepares performance improvement plans and disciplinary documentation to address performance deficiencies; and recommends and implements approved disciplinary actions.

Duty 18

Performs other duties as assigned.

QUALIFICATIONS

DEMONSTRATED KNOWLEDGE OF AND PERFORMANCE IN THE FOLLOWING AREAS:

- ◀ Computer networking principles and practices;
- ◀ Network and server operating systems and protocols;
- ◀ Network routing technologies, devices, and other auxiliary components;
- ◀ Network security solutions including firewalls, VPN concentrators, Intrusion Prevention and Detection Systems (IPS, IDS), and Network Access Control (NAC) systems;
- ◀ Wi-Fi and Wireless Mesh technologies;
- ◀ Transmission media including fiber-optic communications (single mode/multi mode);
- ◀ Network transport technologies including Broadband, Ethernet over Fiber (EoF), Ethernet Private Line (EPL), Modbus, Modbus Plus, Modbus TCP, T1, and Frame-Relay;
- ◀ Multiprotocol Label Switching (MPLS), Asynchronous Transfer Mode (ATM), and Voice over Internet Protocol (VoIP).
- ◀ Network infrastructure services including Domain Name System (DNS), Windows Internet Naming Service (WINS), Dynamic Host Configuration Protocol (DHCP), and IPv4 and IPv6;
- ◀ Switches, routers, firewalls, gateways, bridges, and hubs;
- ◀ Spread spectrum radios, ADN modems, and dialup modems;
- ◀ VoIP phone and voicemail systems;
- ◀ Personal computer office applications and programming applications;
- ◀ Low voltage operational and safety considerations;
- ◀ Principles and practices of effective project management;
- ◀ Principles and practices of effective supervision and training.

ABILITY TO:

- ◀ Plan, design, implement, operate, administer, and maintain large enterprise networks;
- ◀ Initiate, plan, and oversee network security initiatives for complex enterprise networks for voice, data, video, and wireless applications;
- ◀ Develop cost effective methods to implement networking technologies for District services;
- ◀ Analyze and define complex problems, evaluate alternatives, and provide solutions;
- ◀ Read, interpret, and apply complex technical publications, manuals, electrical drawings, and other documents in performance of assigned tasks;
- ◀ Adapt and apply new technologies;
- ◀ Maintain current industry knowledge of emerging products, services, protocols, and standards pertaining to assigned areas of responsibility;
- ◀ Prepare clear and concise technical reports and correspondence;
- ◀ Communicate clearly and effectively, both orally and in writing, at a level appropriate for the audience;
- ◀ Review, check, and inspect the work of contractors and consultants;
- ◀ Develop budgets and perform project oversight;
- ◀ Establish and maintain collaborative and effective working relationships with District employees, consultants, vendors, and the general public;
- ◀ Provide effective customer service;
- ◀ Manage multiple projects, activities, events, and processes simultaneously;

- ◀ Plan and organize work to meet changing priorities and deadlines;
- ◀ Supervise, lead, coordinate, train, and evaluate the work of others.

PHYSICAL AND SENSORY REQUIREMENTS:

- ◀ Sufficient eyesight to read fine statistical reports and standard text and data on computer terminal screens;
- ◀ Ability to speak and hear at normal conversational levels in person and over the telephone;
- ◀ Manual dexterity to write legibly and to use calculators, computer terminals, and other general office machines;
- ◀ Ability to lift and carry up to approximately twenty-five pounds, and to reach, bend, or crouch to use files and records.
- ◀ Ability to walk on uneven and slippery surfaces;
- ◀ Exposure to outdoors and high noise levels as created by large pumps;
- ◀ Ability to travel to different sites and locations; and wear a respirator and other required personal protective equipment (PPE);
- ◀ Climb ladders and work from heights in excess of 8 feet.

TRAINING AND EXPERIENCE GUIDELINES:

Any combination of training and experience, which demonstrates attainment of the required knowledge and ability to perform the required work (with reasonable accommodation, if needed), typically:

EDUCATION: A bachelor's degree in information systems, computer science, or related field, including significant coursework in computers, networking, and programming.

EXPERIENCE: Four (4) years of recent experience performing design, installation, and management of complex enterprise area networks running voice, video, and data applications over Ethernet, fiber-optic, and wireless technologies, including hardware/software management and troubleshooting; AND two (2) years of recent experience designing, programming, or maintaining network security or other high-level access control systems. Experience coordinating, training, or providing general supervision to others is desirable.

REQUIRED CERTIFICATIONS, LICENSES, AND REGISTRATIONS:

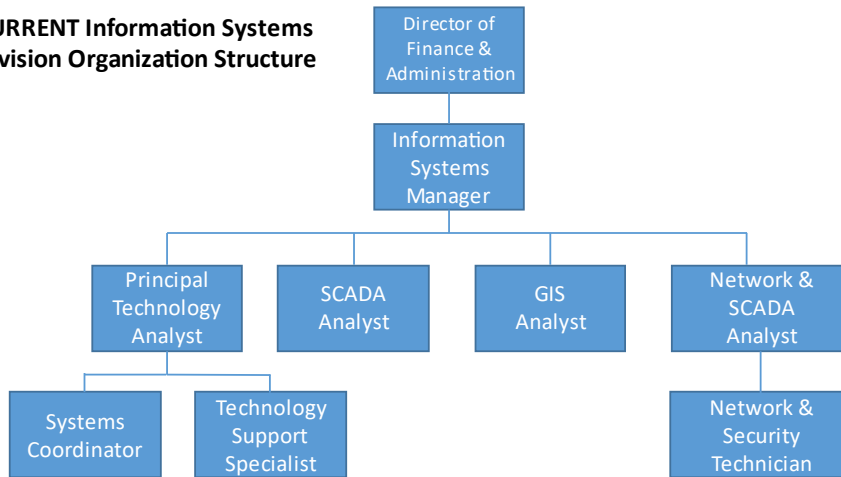
A valid California class C driver's license must be maintained at all times.

Certification as, or comparable to, a Cisco Certified Network Associate or Engineer (CCNA or CCNE) is required.

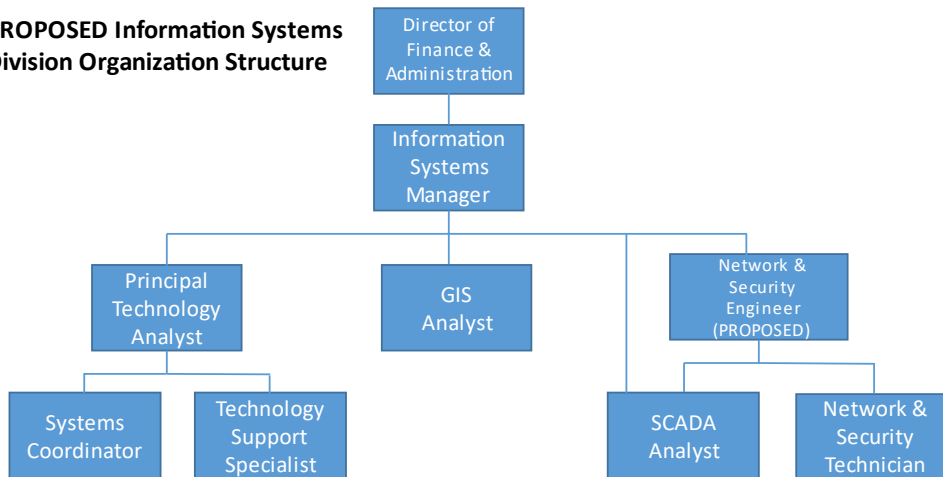
DESIRED CERTIFICATIONS, LICENSES, AND REGISTRATIONS:

Microsoft (MCSA, MCSE) Certification

CURRENT Information Systems Division Organization Structure



PROPOSED Information Systems Division Organization Structure





March 1, 2022 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Engineering and External Affairs

Subject : Woolsey Fire Facility Repair Project No. 2, Westlake Filtration Plant: Final Acceptance

SUMMARY:

On April 6, 2021, the Board awarded a construction contract to SBS Corporation, in the amount of \$1,211,702.61, for the Woolsey Fire Facility Repair Project No. 2, Westlake Filtration Plant. The scope of work included complete demolition and reconstruction of the building arcade; demolition and reconstruction of the external pump room; removal and replacement of the roof; replacement of the countertop and repairs to the wall in the laboratory; repainting the building; and repainting of the air gap pipe on the roof. The construction work has been completed, and there are no significant outstanding issues to prevent final acceptance on the project. Staff recommends filing the Notice of Completion, waiving liquidated damages and releasing the retention as stipulated in the contract documents.

RECOMMENDATION(S):

Authorize the General Manager to execute a Notice of Completion and have the same recorded; 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 \$66,092.17, 30-calendar days after filing the Notice of Completion for the Woolsey Fire Facility Repair Project No. 2, Westlake Filtration Plant.

FISCAL IMPACT:

No

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

The total cost of the project was \$1,667,911.42. Sufficient funds for the project are available in the adopted Fiscal Year 2021-22 Budget. No additional appropriation is needed. Staff anticipates that the District's insurance carrier will provide reimbursement for the cost of the repair work. CalOES/FEMA may cover any items of work that are not specifically covered by the District's insurance carrier.

DISCUSSION:

On April 6, 2021, the Board awarded a construction contract to SBS Corporation, in the amount of \$1,211,702.61, for the Woolsey Fire Facility Repair Project No. 2, Westlake Filtration Plant. The general scope of work included demolition and reconstruction of interior and exterior items damaged by the Woolsey Fire. Exterior damage included the arcade, pump room, architectural façade, landscaping and roof assembly. Repairs for interior damage included portions of the laboratory, electrical conductors, conduits and piping. During the course of the construction work, four change orders totaling \$110,140.61, or 9.1% of the original contract amount, were administratively approved.

Following is a summary of construction change orders approved for the project:

- Change Order No. 1, administratively approved on August 8, 2021: costs for detail items not included in the original scope (laboratory flooring and cabinets, chemical system plumbing and the concrete patio); additionally, a \$4,300 credit was applied for unused bid items.
- Change Order No. 2, administratively approved on October 1, 2021: costs to fabricate and install coping around the parapet wall, costs for material and labor to install curb flashings around each skylight.
- Change Order No. 3, administratively approved on October 25, 2021: costs to fabricate and install roof tile flashing, exterior painting adjustment for additional square footage, labor and materials for a new epoxy sink and fixtures in the laboratory to bring it up to code.
- Change Order No. 4, administratively approved on February 7, 2022: additional bird deterrent features, stainless steel anchor bolts in the pump room, baseboard in the laboratory, bolting realignment for the arcade ledger connection.

Following is a table that summarizes the total project cost:

Description	Cost
<u>Professional Services:</u>	
Design, Bidding, Construction Support	\$93,186.20
<u>Construction:</u>	
SBS Corporation (Award Amount)	\$1,211,702.61
- Change Order No. 1	\$32,709.77
- Change Order No. 2	\$30,136.51
- Change Order No. 3	\$33,335.62
- Change Order No. 4	\$13,958.71
- <u>Total Change Orders</u>	\$110,140.61 (9.1% of Award Amount)
<u>Administrative:</u>	
District Labor	\$ 60,970.00
G&A	\$ 191,912.00

Total Project Cost	\$1,667,911.42
Existing Appropriation	\$1,910,598.75

The construction work was substantially completed on February 17, 2022. Rain delays, as well as material delays and labor shortages due to the COVID-19 pandemic, caused the contractor to continue work beyond the expected completion date of November 19, 2021 (91 calendar days). Overall, the contractor was very diligent in expediting completion of the project despite a number of challenges related to COVID-19. Staff recommends the Board approve the execution of a Notice of Completion and have the same recorded; 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 \$66,092.17, 30-calendar days after filing of the Notice of Completion for the Woolsey Fire Facility Repair Project No. 2, Westlake Filtration Plant.

Attached is the Notice of Completion, together with before and after photographs of the Westlake Filtration Plant.

GOALS:

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

Prepared by: Veronica Hurtado, Assistant Engineer

ATTACHMENTS:

Notice of Completion

Before and After Photographs

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State
Zip

SPACE ABOVE THIS LINE FOR RECORDER'S USE

T 420 LEGAL (9-94)

Notice of Completion

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is _____ (NAME).
3. The full address of the undersigned is _____

 (NUMBER AND STREET, CITY, STATE, ZIP).
4. The nature of the title of the undersigned is OWNER IN FEE
 (E.G., owner in fee OR vendee under contract of purchase OR lessee OR OTHER APPROPRIATE DESIGNATION).
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

Names	Addresses
_____	_____
_____	_____
6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work of improvement herein referred to are (OR IF NO TRANSFER WAS MADE, INSERT THE WORD "none"):

Names	Addresses
_____	_____
_____	_____
7. A work of improvement on the property hereinafter described was completed on _____ (DATE).
8. The name of the original contractor, if any, for the work of improvement was _____
 (NAME OF CONTRACTOR, OR IF NO CONTRACTOR FOR THE WORK OF IMPROVEMENT AS A WHOLE, INSERT THE WORD "none"). [IF NOTICE COVERS COMPLETION OF CONTRACT FOR ONLY PART OF THE WORK OF IMPROVEMENT, ADD: The kind of work done or material furnished was Building repairs caused by fire damage.
 (GIVE GENERAL STATEMENT, E.G., furnishing of concrete for sidewalks).
9. The property on which the work of improvement was completed is in the City of _____, County of _____, State of California, and is described as follows: _____

 (set forth description of jobsite sufficient for identification, using legal description if possible).
10. The street address of the said property is _____
 (NUMBER AND STREET, OR, IF THERE IS NO OFFICIAL STREET ADDRESS, INSERT THE WORD "none".)

Dated: _____, _____ Las Virgenes Municipal Water District

(SIGNATURE)

(TYPED NAME)

VERIFICATION

I, the undersigned, say:
 I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

Executed at _____, California, this _____ day of _____,
 _____ (SIGNATURE)

DO NOT RECORD

Recommended Procedure in the Preparation of a Notice of Completion

A notice of completion must be filed for record *within 10 days* after completion of the work of improvement (to be computed exclusive of the day of completion), as provided in section 3093, Civil Code.

The "owner" who must file for record a notice of completion of a building or other work of improvement means the owner (or his successor in interest at the date of notice is filed) on whose behalf the work was done, though his ownership is less than the fee title. For example, if A is the owner in fee, and B, lessee under a lease, causes a building to be constructed, then B, or whoever has succeeded to his interest at the date the notice is filed, must file the notice.

If the ownership is in *two or more persons as joint tenants or tenants in common*, the notice may be signed by any one of the co-owners (in fact, the foregoing form is designed for giving of the notice by only one co-tenant), but the names and addresses of the other co-owners must be stated in paragraph 5 of the form.

In paragraphs 3 and 5, the full address called for should include street number, city, county and state.

As to paragraph 6, insert the date of completion of the work of improvement as a *whole* if applicable. However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, strike the words "a work of improvement" and insert a general statement of the kind of work done or materials furnished pursuant to such contract (e.g. "The foundations for the improvements").

If the notice is to be given as a notice of completion of the work of improvement as a *whole*, insert the name of the prime contractor, if any, in paragraph 7. No contractor's name need be given if there is no general contractor, e.g., on so-called "owner-builder jobs". However, if the notice is to be given only of completion of a particular contract, where work of improvement is made pursuant to two or more original contracts, insert the name of the contractor who performed that particular contract.

Paragraph 8 should be completed only where the notice is signed by a successor in interest of the owner who caused the improvement to be constructed.

In paragraph 9, insert the *full legal* description, not merely a street address or tax description. Refer to deed or policy of title insurance. If the space provided for description is not sufficient, a rider may be attached.

In paragraph 10, show the street address, if any, assigned to the property by any competent public or governmental authority.

**NOTICE
OF COMPLETION**

CHICAGO TITLE COMPANY



WESTERN DIVISION HEADQUARTERS
245 S. LOS ROBLES AVENUE, SUITE 105
PASADENA, CALIFORNIA 91101-2820
(818) 432-7600

CHICAGO TITLE COMPANY



Westlake Filtration Plant: Woolsey Fire Building Repairs



Before

After



Building Arcade



Before

After



Building Arcade Before



Building Arcade After



Pump Room Before



Pump Room After



Laboratory Before



Laboratory After



Roof Before



Roof After/Air Gap Pipe

