



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

MINUTES
SPECIAL MEETING

10:00 AM

November 12, 2018

PLEDGE OF ALLEGIANCE

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

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **10:00 a.m.** by Board President Peterson in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Len Polan, Glen Peterson, and Lee Renger

Absent: None

Staff Present: David Pedersen, General Manager
David Lippman, Director of Facilities and Operations
Joe McDermott, Director of Resource Conservation and Public Outreach
Don Patterson, Director of Finance and Administration
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

There were no Public Comments.

2. BRIEFING ON WOOLSEY FIRE RESPONSE AND RECOVERY EFFORT

General Manager David Pedersen stated that the purpose of the special meeting was to brief the Board and the community on the Woolsey Fire incident and the District's response and recovery effort. He acknowledged the great hardship and loss the community

experienced over the past five days beginning with the deadly shooting at the Borderline Bar & Grill in Thousand Oaks. He noted that one of the District's employees, Spencer Lee, was at the Borderline Bar & Grill during the shooting, and two of his friends were killed. He also noted that many customers have lost their homes to the recent wildfires, including Board President Peterson. He asked for a moment of silence to recognize all of the people affected by the events of the previous five days.

General Manager David Pedersen presented a small plaque to Board President Peterson, which was signed by District employees. Board President Peterson thanked the staff and noted that he lived in his home for 37 years. He expressed his appreciation for everyone's thoughts and prayers.

General Manager David Pedersen shared some of the issues and challenges that the District experienced during the Woolsey Fire and items that would need to be addressed, including having the Board declare a state of emergency and authorizing actions to support the response and recovery effort, being mindful of customers and providing them some relief where fiscally possible, and supporting customers to rebuild as quickly and as easily as possible without any additional unnecessary costs. He noted that the District activated its Emergency Operations Center (EOC) on Thursday, November 8th at 4:00 p.m., and many of the District employees were prepared and ready to mobilize. He summarized the District's Emergency Response Plan organized under the Standardized Emergency Management System Incident Command Structure. He noted that the District's Headquarters was threatened by the fire, and fire damage occurred at the Rancho Las Virgenes Composting Facility and the Westlake Filtration Plant.

Joe McDermott, Director of Resource Conservation and Public Outreach, presented a slide show displaying the damage to key facilities. He noted that District employees were mobilized to shut off water service in burn areas to maintain water system pressure. He also noted that a boil water notice was issued in coordination with the Division of Drinking Water and County Public Health Department for the southwestern portion of the District's service area served by the Seminole Tank and Latigo Tank. He also noted that the fire caused damage to a bridge on Mulholland Highway where a water main is located, which caused water loss in the Seminole and Latigo Tanks. He stated that staff would need to conduct flushing and disinfection before the boil water notice could be lifted. He addressed the challenges experienced in accessing the burn areas.

General Manager David Pedersen noted that the District worked with a unified group of partners during the fires, including the Fire Department, Sheriff's Department, Southern California Edison, Los Angeles County Waterworks District No. 29, local cities, and Cal Fire. He commended the Fire Department's Incident Command structure and acknowledged Maria Grycan for assisting with issues affecting the District. He reviewed the Woolsey Fire Response and Recovery priorities:

1. Restore and maintain water system operation
2. Restore and maintain wastewater treatment operation
3. Isolate all mainline leaks
4. Isolate all customer side leaks
5. Assess and document damages

6. Prepare an inventory of affected customers
7. Communicate the plan

Frank Almaguer, Water Systems Supervisor, provided a briefing regarding the water distribution system operations.

Steve Jackson, Chief Water Treatment Plant Operator, provided a briefing regarding operations and firefighting activities at the Westlake Filtration Plant, which sustained damage to the hypochlorite feed system.

General Manager David Pedersen displayed a map of the fire and burn areas. He noted that the public water system provides water to people and businesses and for structure fire protection for the largest single structure in the service area; however, it is not designed to fight wildfires. He stated that this does not mean that the public water system is not used to fight wildfires. He noted that the Fire Department uses all of the resources available, and the District does its best to support the use of the public water system to the fullest extent to protect life and safety in the District. He also stated that the system was being taxed beyond comprehension and performing at levels it was never intended to function. He spoke regarding damage to homes' plumbing systems, water main breaks including at the Mulholland Highway steel bridge near Peter Strauss Ranch, and ruptured water lines. He noted that issuance of a boil water notice is not unusual during disaster events, and the boil water order does not mean that the public water system is contaminated. He explained that the notice is issued as a precaution that there is a possibility that contamination could occur. He noted that no customers in the four cities in the District's service area were affected by the boil water notice.

Brett Dingman, Water Reclamation Manager, provided a briefing regarding wastewater operations and firefighting activities at the Rancho Las Virgenes Composting Facility and Tapia Water Reclamation Facility. He noted that recycled water levels were low because of the lack of wastewater due to mandatory evacuations.

Shawn Triplett, Facilities Maintenance Supervisor addressed how power outages affected the tanks during the wildfire, and recognized Mike Murphy from Quinn Power Systems for his assistance in securing generators and cables.

Jim Korkosz, Electrical/Instrumentation Supervisor, provided a briefing regarding the mobilization of generators from Quinn Power Systems and the City of Beverly Hills for use at the lift and pump stations. He noted it would be some time before power is restored to the Seminole Pump Station.

Director Caspary noted that the South Coast Air Quality Management District had severe restrictions on the amount of time allowed to test generators. He expressed concern that running a generator 20 minutes per month was not adequate to exercise or stress the equipment to determine if there could be eminent failures during operation.

General Manager David Pedersen responded to a question regarding the Southern California Edison (SCE) Public Safety Power Shutoff Program and noted that he met with the Vice President of SCE who confirmed that SCE did not employ any public safety power

shutdown during the wildfire. He displayed a photograph of the damaged bridge on Mulholland Highway, and noted that the water line is attached to the outside girder. He spoke regarding the efforts taken to deliver the generator loaned from Beverly Hills to the Seminole Pump Station. He also spoke regarding Metropolitan Water District of Southern California's (MWD) support while the District was experiencing lower than normal water pressure at the LV-2 Interconnection, including having the Eagle Rock Operations Center process additional water at the Jensen Water Treatment Plant and moving 40 CFS of water supply from West Valley Feeder No. 2 to West Valley Feeder No. 1. He acknowledged MWD for their support.

Larry Miller, Water System/Facilities Manager, provided a briefing regarding construction activities, leak repairs and administrative support during the wildfire. He acknowledged the Fire Department for their firefighting efforts in proximity to District Headquarters, which allowed the District to keep its Emergency Operations Center open on-site.

Darrell Johnson, Customer Service Manager, provided a briefing regarding field triage and customer service. He noted that staff had turned off 175 affected services, and customer service phone lines were opened to answer calls.

Dawn Buchanan, Office Customer Service Representative, shared her experience as a first responder when she accompanied her husband, Stan Buchanan, Compliance Inspector, to respond to leaks in the Malibu Lake area. She also discussed answering phone calls from customers and providing them comfort.

Doug Barrow, Technical Services Support Supervisor, provided a briefing regarding field triage in the canyons and turning off water services, checking the water mains for leaks, checking fire hydrants, and responding to Underground Service Alert tickets from SCE.

Mike McNutt, Public Affairs and Communications Manager, provided a briefing regarding public outreach and disseminating information to the local communities. He noted that this meeting was being live streamed via Facebook Live and YouTube Live. He also noted that Police and Fire were notified when the District's EOC was opened and staff offered assistance in disseminating information; utilized CalWARN to seek emergency generators; posted information on social media; and utilized the payment system, CIS system, and Call-Em-All phone and text messaging system to send information to District customers.

General Manager David Pedersen spoke regarding upcoming recovery efforts and financial reporting for Federal Emergency Management Agency (FEMA) reimbursements. He noted that Acting Governor Newsom issued a State of Emergency for Ventura and Los Angeles Counties, and sent a letter to the President requesting a Presidential Declaration.

Don Patterson, Director of Finance and Administration, provided a briefing regarding FEMA reimbursement, insurance claims and financial impacts. He spoke regarding Information Systems' efforts in setting up the EOC and monitoring the SCADA system, initiating the claims process for damages at the Westlake Filtration Plant and Rancho Las Virgenes Composting Facility, level of documentation needed for FEMA reimbursements, and a future agenda item for adoption of an emergency purchasing procedure that is FEMA compliant.

A discussion ensued regarding seeking assistance from elected officials and the District's lobbyists on recovery efforts. A discussion also ensued regarding canceling the November 13th Regular Board Meeting and scheduling a Special Board Meeting on November 15th at 5:00 p.m., for the items listed on the November 13th agenda, and preferably holding the meeting in the Board Room at District Headquarters or an alternate site within the District's service area should mandatory evacuation orders continue.

3. **PASS, APPROVE, AND ADOPT RESOLUTION NO. 2544, DECLARING A STATE OF EMERGENCY DUE TO THE WOOLSEY FIRE AND AUTHORIZING ACTIONS TO SUPPORT THE RESPONSE AND RECOVERY EFFORT**

General Manager provided an oral report and noted that proposed Resolution No. 2544 would declare the state of emergency and authorize actions to support the response and recovery effort.

Director Caspary moved to pass, approve, and adopt Resolution No. 2544. Motion seconded by Director Renger.

Keith Lemieux, District Counsel, advised that due to modifications to Proposition 218 stemming from the San Juan Capistrano case, that any fees waived that would otherwise be collected would be made from the use of penalty revenue. General Manager David Pedersen proposed that the Board approve the action with the understanding that discretionary revenue sources would be used for this purpose.

Director Caspary amended his motion to include approval with the use of use of discretionary revenue sources. Amended motion seconded by Director Renger.

Motion carried unanimously.

RESOLUTION NO. 2544

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT DECLARING A STATE OF EMERGENCY DUE TO THE WOOLSEY FIRE AND AUTHORIZING ACTIONS TO SUPPORT THE RESPOSNE AND RECOVERY EFFORT

(Reference is hereby made to Resolution No. 2544 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

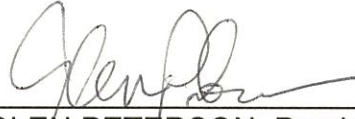
4. **RECOGNITION OF DISTRICT EMPLOYEES**

Board President Peterson recognized all District employees for their efforts and stated that he was impressed with the District's EOC. He noted that Danny Dingman built his guest house and unfortunately his son was one of the victims who was killed at the Borderline Bar & Grill.

General Manager David Pedersen recognized all District employees and their families for their support.

5. **ADJOURNMENT**

Seeing no further business to come before the Board, the meeting was duly adjourned at **12:42 p.m.**, in memory of Melissa Reinhardt.



GLEN PETERSON, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:



JAY LEWITT, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)