



LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 Las Virgenes Road, Calabasas CA 91302
Teleconference Location: 1000 H Street NW, Washington DC 20001

**MINUTES
SPECIAL MEETING**

5:00 PM

December 4, 2018

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Lynda Lo-Hill.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **5:00 p.m.** by Board President Peterson in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Director Lewitt participated from the teleconference location at 1000 H Street NW, Washington DC 20001. 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
Wayne Lemieux, District Counsel

Josie Guzman, Clerk of the Board, announced that all action items would require a roll call vote due to the teleconference.

2. APPROVAL OF AGENDA

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

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

A List of Demands: December 4, 2018: Receive and file

B Minutes: Special Meeting of November 7, 2018: Approve

C LVUSD Science Team Water-Related Curriculum for 4th and 5th Grade Education: Grant Agreement

Authorize the General Manager to execute a one-year agreement with Las Virgenes Unified School District for the Science Team Water-Related Curriculum for 4th and 5th Grade Education.

D CIS Software: Annual Support and Maintenance Agreement

Authorize the General Manager to execute an annual support and maintenance agreement with Advanced Utility Systems, in the amount of \$85,750.99, plus applicable taxes, for the District’s Customer Information System software.

E 8-inch Water Main Break on Lewis and Clark Road in Hidden Hills: Continuation of Emergency

Approve the continuation of an emergency declaration for the 8-inch Water Main Break on Lewis and Clark Road in Hidden Hills.

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

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Proclamation Recognizing Board President Glen Peterson for 32 Years of Service

Vice President Caspary presented a proclamation and photo memory book to Board President Peterson in recognition of his 32 years of service to Las Virgenes Municipal Water District. Board President Peterson was also presented with a plaque to be placed at the oak tree planted in his honor in front of Building No. 1, the future location of the Pure Water Demonstration Plant.

The Board recessed to a break at 5:06 p.m. for a group photo at the newly planted oak tree, and reconvened in the Board Room at 5:15 p.m.

Board President Peterson stated that initially he was interested in politics following his efforts with the incorporation of the Las Virgenes area and working with the Chamber of Commerce; however, his interest changed when he was elected to the Las Virgenes Municipal Water District Board of Directors where he learned that policy was more important than politics. He thanked the Board and District staff for their support and for attending his retirement party the past weekend.

Linda Menges, accompanied by Mathy Wasserman, representing the Las Virgenes Unified School District Board of Trustees, presented a proclamation to Board President Peterson in recognition of his 32 years of service. She thanked him for his wealth of knowledge, for leading the MWD tours, and for being a partner with the school district. Board President Peterson thanked Board Trustees Menges and Wasserman for their recognition.

B Recognition of Float-Building Team for Reyes Adobe Days Parade

General Manager David Pedersen noted that the District celebrated its 60th anniversary this past year, and as part of the celebration the District was the title sponsor for the City of Agoura Hills' Reyes Adobe Days. He stated that District staff designed and built a float for the Reyes Adobe Days Parade depicting the District's past, present, and future, and the float won the Mayor's Choice Award. He recognized all of the employees who were involved in this effort: Frank Almaguer, Andy Arenas, Steven Baird, Doug Barrow, Duane Bockelman, Susan Brown, Dawn Buchanan, Guillermo Garcia, Travis Garman, Cason Gilmer, Josie Guzman, Jeff Helgager, Andrea Kajganic, Joe McDermott, Mike McNutt, Jon Meredith, Michelle Morrison, Deborah Peters, Board President Glen Peterson, Tonya Pruitt, Amanda Smith, Andrew Spear, Ray Vidal, and Jason Wilson.

Mike McNutt, Public Affairs and Communications Manager, acknowledged Michelle Morrison for her leadership and Cason Gilmer for building the majority of the float.

C 60th Anniversary Recognition of Partners in Service: Conejo/Las Virgenes Future Foundation, Calabasas Chamber of Commerce, and Greater Conejo Valley Chamber of Commerce

Mike McNutt, Public Affairs and Communications Manager, shared the history of the District's partnership with the Calabasas and Greater Conejo Valley Chambers of Commerce, and recognized them as the District's Partners in Service.

Pamela Kissel, representing the Calabasas Chamber of Commerce, congratulated Board President Peterson on his retirement. She noted that former District employee Jeff Reinhardt served on the Calabasas Chamber of Commerce Board of Directors, and she expressed her condolences upon learning of the passing of his wife, Melissa. She thanked the Board for acknowledging them as the District's Partner in Service.

Jill Lederer, representing the Great Conejo Valley Chamber of Commerce, thanked the Board for acknowledging them as the District's Partner in Service. She stated that the Chamber was happy to support the Pure Water Project Las Virgenes-Triunfo and the Calleguas-Las Virgenes Interconnection.

Mr. McNutt shared the history of the District's partnership with the Conejo/Las Virgenes Future Foundation and also recognized them as the District's Partner in Service. Jeff Rubin, Chair of the Conejo/Las Virgenes Future Foundation, thanked the Board for acknowledging them as the District's Partner in Service. He congratulated the District on its 60th anniversary, and congratulated Board President Peterson on his 32 years of service.

D Proclamation Recognizing MWD Executive Legislative Representative Kathy Cole and State Legislative Update

Kathy Cole, MWD Executive Legislative Representative, provided a PowerPoint presentation of the 2018 State Legislative Year accomplishments and a preview of the 2019 State Legislative Year.

Board President Peterson presented a proclamation to Ms. Cole in recognition of her retirement from the Metropolitan Water District of Southern California. Ms. Cole thanked the District for its support.

The Board recessed to a break at 6:14 p.m., and reconvened at 6:20 p.m.

E Fiscal Year 2017-18 Comprehensive Annual Financial Report

Receive and file the Fiscal Year 2017-18 Comprehensive Annual Financial Report.

Kenneth Pun, representing The Pun Group, provided a PowerPoint presentation and overview of the Fiscal Year 2017-18 Comprehensive Annual Financial Report, including the summary statement of net position; summary statements of revenues, expenses, and changes in net position; summary statement of cash flow; GASB 68 pension standards; other post-employment benefits plan (OPEB); and unmodified opinion audit results.

Director Caspary moved to receive and file the Fiscal Year 2017-18 Comprehensive Annual Financial Report. Motion seconded by Director Renger.

Mr. Pun responded to a question regarding the trend in OPEB funding by stating that the trend depends on whether agencies have a policy to fund OPEB. He noted that an average of 55 percent of agencies are funding OPEB. Don Patterson, Director of Finance and Administration, added that the Board made the decision to contribute an extra \$1 million in this year's budget towards the District's OPEB liability. He stated that the goal is to pay down the OPEB liability at a faster rate depending on future budget years.

Motion carried unanimously upon roll call vote.

F Water Supply Conditions Update

Joe McDermott, Director of Resource Conservation and Public Outreach, reported that the Department of Water Resources announced on November 30th that it would be allocating ten percent for the State Water Project, which is lower than the 15 percent allocated the previous year. He noted that rain was expected locally and in the Sierra Mountains over the next few days.

6. TREASURER

Director Renger stated that the Treasurer's report was in order.

7. BOARD OF DIRECTORS

A Nomination of Officers: President, Vice President, Secretary, and Treasurer

Accept nominations for directors to serve two-year terms as President, Vice President, Secretary, and Treasurer of the Board.

Lynda Lo-Hill, Director-elect, expressed her interest in serving as the Treasurer of the Board.

Director Caspary moved to nominate Jay Lewitt as President.

Director Renger moved to nominate Len Polan as Vice President.

Director Lewitt moved to nominate Charles Caspary as Vice President.

Director Caspary moved to nominate Len Polan as Secretary.

Director Renger moved to nominate Lynda Lo-Hill as Treasurer.

Board President Peterson noted that the election of officers would take place at the December 18, 2018 Special Board Meeting.

B Reappointment of Representative to the Board of Directors of Metropolitan Water District of Southern California

Reappoint Glen Peterson as the District's representative to the Board of Directors of Metropolitan Water District of Southern California, and authorize the Vice President to execute a consultant services agreement, approved as to form by District Legal Counsel and in conformance with the provisions of the Las Virgenes Municipal Water District Code, to define the terms of Mr. Peterson's service.

Director Caspary moved to approve Item 7B. Motion seconded by Director Renger. Motion carried by the following roll call vote:

AYES: Caspary, Lewitt, Polan, Renger
NOES: None
ABSTAIN: Peterson
ABSENT: None

Board President Peterson expressed his appreciation for his reappointment as the District's representative to MWD. He stated that he would provide an oral report on a monthly basis, and he would be available to make presentations at any time.

8. GENERAL MANAGER

A Woolsey Fire Response and Recovery Effort: Continuation of Emergency and Progress Update

Approve the continuation of an emergency declaration due to the Woolsey Fire.

General Manager David Pedersen presented the report.

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

B Pure Water Project Las Virgenes-Triunfo: Resolution for Pilot Project Grant Application to State Water Resources Control Board

Pass, approve, and adopt proposed Resolution No. 2545, authorizing the General Manager to sign and file a financial assistance application for a pilot project grant from the State Water Resources Control Board for the Pure Water Project Las Virgenes-Triunfo: Demonstration Project.

RESOLUTION NO. 2545

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AUTHORIZING THE GENERAL MANAGER TO SIGN AND FILE A FINANCIAL ASSISTANCE APPLICATION FOR A PILOT PROJECT GRANT FROM THE STATE WATER RESOURCES CONTROL BOARD, WATER RECYCLING FUNDING PROGRAM FOR THE PURE WATER PROJECT LAS VIRGENES-TRIUNFO: DEMONSTRATION PLANT

(Reference is hereby made to Resolution No. 2545 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

General Manager David Pedersen presented the report.

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

9. NON-ACTION ITEMS

A Organization Reports

- (1) MWD Representative Report/Agenda(s)

Board President Peterson noted that the Colorado River Users Association Meeting would be held the following week. He stated that he would report back on MWD's Colorado River Drought Contingency Plan at the next Board Meeting.

- (2) Other

Director Caspary noted that the Santa Monica Bay Restoration Commission would meet on December 13, 2018.

B Director's Reports on Outside Meetings

Director Polan reported that he attended the Association of California Water Agencies (ACWA) Fall Conference in San Diego. He stated that the presentation regarding SB 998, Water Service Shut-offs, was very informative and there was discussion regarding technical issues regarding compliance with Propositions 218 and 26. He also stated that he and staff provided a presentation regarding the Pure Water Project Las Virgenes-Triunfo.

Director Renger reported that he also attended the ACWA Fall Conference. He noted that he attended a session regarding the need for solar energy storage systems to reduce the carbon footprint.

Director Caspary reported that he also attended the ACWA Fall Conference; however, he needed to leave early to attend a funeral. He stated that there were several items showcased at the trade show, and he met with representatives who specialize in smart irrigation meters and controllers.

Director Lewitt reported that he also attended the ACWA Fall Conference, where he participated in the Federal Affairs Committee meeting where outgoing ACWA Executive Director Tim Quinn provided a presentation.

C General Manager Reports

- (1) General Business
- (2) Follow-Up Items

General Manager David Pedersen noted that an item would be brought back regarding back-up power for all District facilities.

D Directors' Comments

None.

10. FUTURE AGENDA ITEMS

None.

11. PUBLIC COMMENTS

None.

12. CLOSED SESSION

None.

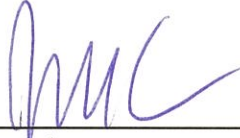
13. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **6:47 p.m.**



Glen Peterson, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:



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

(SEAL)