



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

MINUTES
REGULAR MEETING

5:00 PM

January 8, 2019

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Andrew Spear.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **5:00 p.m.** by Board President Lewitt 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, Lynda Lo-Hill, Len Polan, 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
Andrew Spear, Acting Information Systems Manager
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

General Manager David Pedersen noted a correction to Item 9A, which should be Fiscal Year 2017-18 Popular Annual Financial Report.

Director Polan moved to approve the agenda as amended with the correction to Item 9A. Motion seconded by Director Caspary. Motion carried unanimously.

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

A List of Demands: January 8, 2019: Ratify

B Directors' Per Diem – December 2018: Ratify

C J.D. Edwards Software: Annual Support and Maintenance Agreement

Authorize the General Manager to execute an annual support and maintenance agreement with Oracle Corporation, in the amount of \$73,925.03, plus applicable taxes, for the District's J.D. Edwards software.

D Monthly Cash and Investment Report – November 2018

Receive and file the monthly case and investment report for November 2018

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

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A MWD Representative Report and MWD Agenda

Glen Peterson, MWD Representative, reported that earlier in the day Gloria Gray was installed as the new Chair of the MWD Board. He noted that Leticia Vazquez-Wilson was elected as the Secretary. He also reported that the MWD Board approved a Future Supply Actions Funding Program grant to the District in the amount of \$339,500. He noted that he would be attending the Colorado River Board of California meeting where they would consider the Lower Basin Drought Contingency Planning Process.

B Legislative and Regulatory Updates

Joe McDermott, Director of Resource Conservation and Public Outreach, noted that the 2019 State Legislative Session reconvened on January 7th, and the Governor's budget would be due on January 10th. He also noted that the last day to introduce new bills would be February 22nd. He reported that Senator Henry Stern was appointed as the Chair of the Senate Natural Resources and Water Committee. He noted that Camrosa Water District (Camrosa) has been very active in legislative activities, and they reached out to the District regarding the possibility of partnering to support and/or oppose bills. He reported that Governor Gavin Newsom was inaugurated on January 7th. He also reported that the State Water Resources Control Board issued a draft report to implement a Low-Income Rate Assistance (LIRA) Program, which was called for through AB 401 (Dodd). He noted that comments to the draft report would be due by February 1st. He also

reported that Kathy Viatella was selected as the new MWD Executive Legislative Representative, replacing Kathy Cole who recently retired. He noted that a copy of the California Municipal Utilities Association (CUMA) White Paper on a Safe Drinking Water Comprehensive Package was provided to the Board. He reported that the Federal Government shutdown was still in effect, and the House of Representatives was in support of extending government funding for one month. He also noted that any items related to water, water infrastructure and wastewater are expected to remain a top priority.

C Water Supply Conditions Update

Joe McDermott, Director of Resource Conservation and Public Outreach, presented the report. He noted that Oroville Reservoir was at 29 percent of capacity but that most of the State Water Project reservoirs were at or above average levels. He noted that the Northern Sierra snowpack was 61 percent of normal, statewide snowpack was 68 percent of normal, and Upper Colorado River Basin snowpack was 90 percent of the average. He responded to a question regarding outreach efforts to remind ratepayers to turn off their sprinklers following rain by stating that staff was conducting outreach through social media and newspaper articles reminding ratepayers to adjust their sprinkler timers with the change in the seasons.

David Lippman, Director of Facilities and Operations, responded to a question regarding whether any runoff, ash or fire debris had been seen at the treatment plant by stating that staff had not seen ash or debris from the fire in the influent to the treatment plant.

Director Caspary noted that he had spoken with Edgar Dymally, who previously worked for the Division of Drinking Water and who was involved with the permitting for the Westlake Filtration Plant, and Mr. Dymally inquired regarding the impact of any ash flows on water quality. He noted that he explained to Mr. Dymally that fully treated water is sent to the reservoir, the watershed that drains into the lake is relatively small, and the District does not anticipate any issues with water quality.

Director Lo-Hill noted that people have asked about water quality following rain, specifically considering the runoff. Mr. Lippman responded that the District receives all of its water from MWD, which goes through their treatment plant. He noted that MWD and the District conduct extensive testing, and the District has not observed any effects of ash runoff to any surface water reservoirs for potable water. He also noted that staff has not observed any evidence of ash coming into the treatment plant.

Director Caspary inquired whether groundwater levels were relatively low since no significant inflow and infiltration had been observed. Mr. Lippman responded that inflow and infiltration is how water gets into the sewer system. He noted that the sewer systems were designed to use gravity to move the sewage to the treatment plant, and inflow and infiltration get into the sewer system when manholes become submerged. He stated that staff had not observed much inflow and infiltration, nor an increase of influent into the treatment plant with the recent rains because the ground is being recharged or it flows so quickly that it does not have an opportunity to get into the sewer system.

6. TREASURER

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

7. FACILITIES AND OPERATIONS

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

General Manager David Pedersen responded to a question regarding the efforts taken during the emergency declaration by stating that the Board delegated additional authority to the General Manager and staff to issue contracts and respond to the emergency. He noted that the District also follows federal purchasing policies in order to be eligible for reimbursement from the Federal Emergency Management Agency (FEMA). He stated that staff would bring back information of all of the actions taken that were outside of normal policy.

Motion carried unanimously.

8. FINANCE AND ADMINISTRATION

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

Waive the full reading and call for proposed Ordinance No. 281 to be given first reading by title only.

(Waive further reading and introduce the Ordinance)

ORDINANCE NO. 281

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AS IT RELATES TO STANDBY CHARGES FOR FISCAL YEAR COMMENCING JULY 1, 2019

(Reference is hereby made to Ordinance No. 281 on file in the District’s Ordinance Book and by this reference the same is incorporated herein.)

Board President Lewitt provided introductory remarks.

Josie Guzman, Clerk of the Board, reported that the District published a notice of public hearing in *The Acorn* on December 27, 2018, and January 3, 2019, and 1,804 postcards were mailed to new residents within the service area.

General Manager David Pedersen explained the purpose of the Water Standby Charge. He noted that the second reading and adoption of proposed Ordinance No. 281 would take place at the February 12, 2019 Regular Board meeting.

Board President Lewitt opened the Public Hearing at 5:36 p.m.

There were no public comments.

Josie Guzman, Clerk of the Board, confirmed that the District did not receive any written or verbal comments.

Board President Lewitt closed the Public Hearing at 5:37 p.m.

General Manager David Pedersen responded to a question regarding the use of the standby charges collected by stating that the funds are placed in the Potable Water Replacement Fund to repair and replace facilities. He noted that this fee is charged to all properties in the District for the right to connect to the water system at a future date. He explained that the a deferral program is available for customers who do not wish to connect their properties to the water system; however, once a customer choose to improve his or her property, the customer would need to pay the accrued deferred amount in order to connect to the water system.

Director Renger moved to waive the full reading and call for proposed Ordinance No. 281 to be given first reading by title only, waive further reading, and introduce Ordinance No. 281. Motion seconded by Director Caspary. Motion carried by the following roll call vote:

AYES: Caspary, Lewitt, Lo-Hill, Polan, Renger
NOES: None
ABSTAIN: None
ABSENT: None

Keith Lemieux, District Counsel, read Ordinance No. 281 by title only.

9. INFORMATION ITEMS

A **Fiscal Year 2017-18 Popular Annual Financial Report**

Director Caspary inquired whether a copy of the Popular Annual Financial Report (PAFR) was sent to all customers. General Manager David Pedersen responded that a copy of the report was posted on the District's website, and copies were available for viewing at the District. He also suggested that customers could be informed through eNotification.

Director Polan inquired regarding the \$4.6 million spent on the Westlake Filtration Plant Expansion. David Lippman, Director of Facilities and Operations, responded that this amount was paid in Fiscal Year 2017-18 for work performed in 2017. General Manager David Pedersen noted that this work was related to construction for the expansion of the filter plant not the Torchwood Tank.

Director Lo-Hill inquired whether 70 percent of the water served in the District continued to be used for outdoor landscaping. Joe McDermott, Director of Resource Conservation and Public Outreach, responded that the 70 percent figure was an approximate and that staff was working on a number of efforts that would allow the figure to be refined.

Mr. McDermott also mentioned that the PAFR would be highlighted in *The Current Flow*.

10. NON-ACTION ITEMS

A Organization Reports

None.

B Director's Reports on Outside Meetings

Director Caspary reported that he attended the Calabasas New Beginnings Gala on January 5th, and the City recognized General Manager David Pedersen with an award for "2018 Outstanding Community Engagement During Crisis" for the District's response to the Woolsey Fire. He noted that District employees were also recognized for their performance during the fire.

C General Manager Reports

(1) General Business

General Manager David Pedersen noted that Andrew Spear would be serving as the Acting Information Systems Manager. He also noted the following upcoming calendar items: Martin Luther King Jr. Holiday on January 21st, the WaterWise Breakfast on January 17th, the California Association of Sanitation Agencies (CASA) Conference from January 23rd through 25th, and a Special Board Meeting on January 29th.

(2) Follow-Up Items

D Directors' Comments

Director Polan expressed his appreciation to staff for the clarity of the financial report.

11. FUTURE AGENDA ITEMS

None.

12. PUBLIC COMMENTS

None.

13. CLOSED SESSION

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

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Manager; and Kristi Recchia, Liebert Cassidy Whitmore

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

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

Agency Designated Representatives: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Manager; and Kristi Recchia, Liebert Cassidy Whitmore

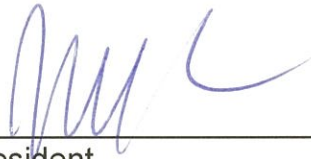
Employees Organizations: Las Virgenes Manager, Supervisor, Professional and Confidential Employees Association

The Board recessed to Closed Session at 5:52 p.m. and reconvened to Open Session at 6:18 p.m.

Keith Lemieux, District Counsel, announced that during the Closed Session the Board received a report, and there was no reportable action taken.

14. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at 6:18 p.m.



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

ATTEST:



Charles Caspary, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)