



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

MINUTES
REGULAR MEETING

9:00 AM

December 1, 2020

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Keith Lemieux.

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 the Governor's Executive Order, N-29-20, which suspended certain requirements of the Ralph M. Brown Act to support social distancing guidelines associated with response to the coronavirus (COVID-19) outbreak. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, and Lee Renger

Absent: Len Polan

Staff Present: David Pedersen, General Manager
Joe McDermott, Director of Engineering and External Affairs
Don Patterson, Director of Finance and Administration
John Zhao, Director of Facilities and Operations
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

Director Caspary moved to approve the agenda. Motion seconded by Director Lo-Hill. Motion carried by the following roll call vote:

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

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

A List of Demands: December 1, 2020: Receive and file

B Minutes Special Meeting of November 10, 2020, and Regular Meeting of November 17, 2020: Approve

C Water Supply Conditions Update

Receive and file.

D Response to Coronavirus (COVID-19) Pandemic: Continuation of Emergency

Approve the continuation of an emergency declaration for response to the coronavirus (COVID-19) pandemic.

Director Lo-Hill moved to approve the Consent Calendar. Motion seconded by Director Caspary. Motion carried by the following roll call vote:

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

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

Joe McDermott, Director of Engineering and External Affairs, reported that he and General Manager David Pedersen would be attending the South Coast Air Quality Management District's Virtual Working Group Meeting on December 10th regarding Proposed Amended Rule (PAR) 1110.2 - Emissions from Gaseous- and Liquid-Fueled Engines, PAR 1470 - Requirements for Stationary Diesel-Fueled Internal Combustion and Other Compression Ignition Engines, and PAR 1472 - Requirements for Facilities with Multiple Stationary Emergency Standby Diesel-Fueled Internal Combustion Engines. He noted that the District was seeking relief from emergency generator runtime limits for Public Safety Power Shutoff (PSPS) events and emergencies such as wildfires, and additional runtime hours for testing and maintenance.

Board President Lewitt commented that he was hopeful that this issue would be resolved for the District and the state. He asked staff to be cognizant of the District's time and expenses related to this issue.

6. **TREASURER**

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

7. **BOARD OF DIRECTORS**

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

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

General Manager David Pedersen presented the report. He noted that the election of officers would take place at the December 15, 2020 Board Meeting.

Director Caspary moved to nominate Jay Lewitt as President.

Director Caspary moved to nominate Len Polan as Vice President.

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

Director Lo-Hill moved to nominate Lee Renger as Secretary.

Lynda Lo-Hill expressed her interest in continuing to serve as the Treasurer of the Board. Director Renger stated that he would accept his nomination as Secretary.

Board President Lewitt moved to nominate Lynda Lo-Hill as Treasurer.

There were no further nominations.

8. **FINANCE AND ADMINISTRATION**

A Upgrade of TPx and ACC Internet Connection to 500 Mbps

Accept the proposal from TPx Communications and authorize the General Manager to execute a five-year agreement, in the annual amount of \$85,211.88 plus applicable taxes and fees; and accept the proposal from ACC Business and authorize the General Manager to execute a three-year agreement, in the annual amount of \$20,448 plus applicable taxes and fees, for telecommunications services including 500Mbps Internet connectivity.

Ivo Nkwenji, Information Systems Manager, presented the report.

Director Lo-Hill moved to approve Item 8A. Motion seconded by Director Caspary.

Mr. Nkwenji responded to a question regarding the additional cost for enhanced Internet connectivity and bandwidth by confirming that due to the COVID-19 pandemic most of the District's employees were working remotely and connecting to the District's technology resources through a Virtual Private Network (VPN). He stated that the expense would allow for enhanced VPN connectivity and implementation of additional cloud-based software systems.

Motion carried by the following roll call vote:

AYES: Caspary, Lewitt, Lo-Hill, Renger

NOES: None

ABSTAIN: None

ABSENT: Polan

9. INFORMATION ITEMS

None.

10. NON-ACTION ITEMS

A Organization Reports

Director Caspary reported that he attended the Association of California Water Agencies Joint Insurance Powers Authority (ACWA/JPIA) virtual meeting on November 30th. He noted that the District was recognized for receiving the President's Special Recognition Award for less than a 20 percent loss ratio for three years for its Worker's Compensation Program. He acknowledged District staff for working safely. He also reported that ACWA/JPIA noticed a decrease in claims for regular medical care; however, it noticed an increase in claims for COVID-19 related treatment. He noted that out of 18,000 COVID-19 tests conducted for Anthem Blue Cross and Kaiser members, 250 members tested positive and only 12 members required hospitalization. He also reported that ACWA/JPIA was audited by the State of California Division of Workers' Compensation, and the District ranked third in outstanding performance. He noted that the ACWA/JPIA's reinsurance costs had increased by 10 percent, but there were no major expected changes in the foreseeable future in the insurance market. He responded to a question regarding the low positive testing results in the industry for COVID-19 compared to the state and the country by stating that in his opinion it might be due to the closed working interactions amongst water, sanitation, and irrigation district staff, as well as the testing regiments implemented by public agencies, which have compartmentalized opportunities for transferring the virus.

B Director's Reports on Outside Meetings

Director Lo-Hill reported that she attended the Colorado State University's Water in the West Symposium on November 18th and 19th. She noted that the symposium began with a virtual tour of the Denver Zoo, which highlighted the staff's dedication to water conservation and the use of a nature outdoor experience to share the idea of water conservation with visitors. She also noted that the symposium continued the theme of

relating water conservation to individuals' stories and encouraging people to become emotionally attached to conserving water. She stated that she learned that telling a story is a good way to engage others. She also reported that she attended the Association of Water Agencies of Ventura County (AWAVC) Water Symposium on November 19th. She acknowledged Eric Schlageter, Principal Engineer, on his participation in the panel discussion "Brine-ing Everyone Together: The Regional Brine Study."

Board President Lewitt acknowledged Mr. Schlageter and stated that it was important to maintain great relationships with the District's neighboring public agencies.

C General Manager Reports

(1) General Business

General Manager David Pedersen referred to Director Lo-Hill's comments regarding the tour of the Denver Zoo and noted that in 2015 District staff came in contact with the Denver Zoo after sea lions were found to be washing ashore in Malibu. He stated that the California Wildlife Center was seeking assistance on how to use recycled water for its rescue operation as the sea lions required an abundance of water for their enclosures. He noted that the Denver Zoo provided information on the measures they take to conserve water to assist the wildlife center. He reported that the implementation of the Tyler Munis Enterprise Resource Planning System was going live that day for the financial accounting system. He acknowledged Director of Finance and Administration Don Patterson, Finance Manager Angela Saccareccia, Principal Technology Analyst Andrew Spear, Purchasing Supervisor Gretchen Bullock, Senior Accountant Jennifer Chen, and the Finance and Administration staff on their efforts in moving this project forward. He also reported that the cracks were repaired at the Las Virgenes Reservoir spillway in preparation for the rainy season. He also reported that the challenge testing of the ultraviolet light/advanced oxidation process (UV/AOP) was completed at the Pure Water Demonstration Facility. He noted that cleaning was completed at Recycled Water Reservoir No. 2 and Cordillera Tank. He reported that a Public Safety Power Shutoff (PSPS) event occurred during the evening of November 27th and continued through midafternoon on November 28th, which affected the Upper Twin Lakes Pump Station in Chatsworth. He noted that a portable emergency generator was taken to the site and no operational problems were experienced. He mentioned that a recommendation to appoint a Deputy Treasurer and two Deputy Secretaries would be included on the December 15th Board meeting agenda, as well as a recommendation to reaffirm the appointment of MWD Representative Glen Peterson.

(2) Follow-Up Items

General Manager David Pedersen stated that staff would bring back a report at the December 7th JPA meeting regarding the theoretical and actual efficiencies of the advanced treatment process for the Pure Water Project Las Virgenes-Triunfo. He also stated that staff would bring back a report at the December 15th LVMWD Board meeting regarding the financial impacts of COVID-19, along with the survey response to the State Water Resources Control Board. He also stated that staff would bring back a report at the January 19th LVMWD Board meeting regarding the District's collection policies and

practices, and the efforts taken to inform customers that they may update the number of people in their household for the purposes of sanitation billing and also their irrigated area data for water billing.

D Directors' Comments

Board President Lewitt noted that he and a friend were on a bicycle ride near the area of the Tapia Water Reclamation Facility, and Administrative Assistant Karen Norman provided them entry to the fire road. He also noted that Water Reclamation Manager Brett Dingman and Water Reclamation Plant Operator II John Asiatico met with them to discuss the operation of the facility.

Director Lo-Hill noted that she researched audio technology that could assist with communicating more clearly during virtual meetings. She suggested considering inexpensive and practical audio technology such as speakers, microphones, and amplifiers to use from home. She stated that she purchased some inexpensive ear pods with a built-in microphone, which were working effectively. Board President Lewitt suggested that it might be helpful to have staff work one-on-one with virtual meeting participants regarding any audio issues. General Manager David Pedersen stated that staff would follow-up.

11. FUTURE AGENDA ITEMS

None.

12. PUBLIC COMMENTS

None.

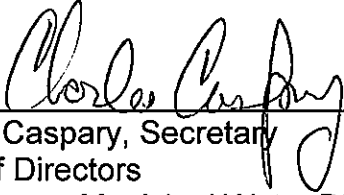
13. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **9:40 a.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)