

**LAS VIRGENES – TRIUNFO
JOINT POWERS AUTHORITY
MINUTES
REGULAR MEETING**

5:00 PM

January 4, 2021

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Ken Pun.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **5:00 p.m.** by Chair 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 Caspary, Lewitt, Lo-Hill, Nye, Orkney, Polan, Renger, Shapiro, Tjulander, and Wall.

Absent: None.

2. CHAIR/VICE CHAIR

A Annual Transition of JPA Chair and Vice Chair

Recognize Triunfo Water & Sanitation District Chair Ray Tjulander as Chair and Las Virgenes Municipal Water District Board President Jay Lewitt as Vice Chair of the Las Virgenes – Triunfo Joint Powers Authority for calendar year 2021.

The JPA Board transitioned its officers with Triunfo Water & Sanitation District Chair Ray Tjulander as Chair and Las Virgenes Municipal Water District Board President Jay Lewitt as Vice Chair for calendar year 2021.

3. APPROVAL OF AGENDA

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

4. **PUBLIC COMMENTS**

None.

5. **CONSENT CALENDAR**

A Minutes: Regular Meeting of December 7 2020: Approve

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

6. **ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS**

A Pure Water Project Las Virgenes-Triunfo: Update

Administering Agent/General Manager David Pedersen reported that Jacobs Engineering began the team chartering process, which would be a key element for the Pure Water Project Las Virgenes-Triunfo program implementation plan. He stated that the team chartering process would ensure that all individuals involved in working on this effort would be well aligned with respect to the goals and objectives, and understand their individual roles and responsibilities in achieving the goals and objectives of the project. He introduced Dan Speicher from Jacobs Engineering, who assisted with the team chartering process.

Mr. Speicher presented the team charter and provided an overview of the team alignment and chartering sessions.

Eric Schlageter, Principal Engineer, provided an overview of the team charter plaque containing results from the team alignment and chartering sessions, including preferred behaviors on how the team would deliver the project through cohesion, trust, collaboration, and agility; identification of items critical to the project's success; the project's purpose or mission statement; identification of roles and responsibilities of various team members during the course of work; and the team's commitment to the program.

Mr. Speicher noted that the team chartering sessions were conducted virtually. He acknowledged the team on their efforts to produce a positive, collaborative, and successful start to this program.

Administering Agent/General Manager David Pedersen acknowledged Mr. Speicher for his assistance and leadership in the team chartering process, and stated that the JPA Board would be an integral part of the program's success.

Mr. Speicher responded to a question regarding the JPA Board's role in the team charter by explaining the nine-function wheel, which included outreach and communication, and stated that the entire organization would share all aspects of

the program.

Administering Agent/General Manager noted that the nine-function wheel also included governance and decision-making, which would be an important role for the Board. He shared an enlarged version of the team charter and provided an overview of each section.

Mr. Speicher responded to a question regarding the insights discovery methodology used to assess team member preferences relative to communications and interactions.

Administering Agent/General Manager David Pedersen stated that the team charter would be a roadmap on how to proceed, and copies would be provided to the team members, posted in conference rooms, and posted in the Board room. He also stated that the Board was welcome to provide input on the team charter.

B State and Federal Legislative Update

Ana Schwab, federal lobbyist for the JPA with Best Best & Krieger LLP (BBK), presented the federal legislative update, and noted that the 116th Congress passed an omnibus appropriations package for the remainder of the fiscal year, including a COVID-19 relief package and the Water Resources Development Act (WRDA). She also reported that the Water Infrastructure Finance and Innovation Act (WIFIA) loan program was funded at \$65 million. She noted that BBK worked on matters related to Title XVI and WaterSMART funding. She also noted that Congresswoman Grace Napolitano's priority to add water and wastewater assistance to low-income households had passed and was added to the Low-Income Home Energy Assistance Program. She stated that BBK would continue to monitor this program for any impacts to the JPA. She also reported that the House of Representatives and the Senate had passed the veto override of the National Defense Authorization Act (NDAA). She stated that BBK would continue to monitor the NDAA for perfluoroalkyl and polyfluoroalkyl substances (PFAS) and perfluorooctanesulfonic acid (PFOS) regulations. She also stated that BBK would monitor the Senate election in Georgia and the transition to the new President.

Syrus Devers, state lobbyist for the JPA with Best Best & Krieger LLP (BBK), presented the state legislative update, and noted that it was expected that the state legislature would push back its opening date beyond January 11th due to positive COVID-19 test results amongst staff at the State Capitol. He also noted that the Golden 1 Center Arena would be set up to accommodate social distancing for the legislators. He stated that it was uncertain whether the legislature would introduce new bills, and committee deadlines would need to be adjusted if the reopening were to be delayed another week. He noted that Governor Gavin Newsom and others wanted to approve urgency legislation regarding education, housing, COVID-19 vaccinations, and the budget.

C Annual Financial Statements and Independent Auditor's Report

Receive and file the Fiscal Year 2019-20 JPA Financial Statements and Independent Auditor's Report.

Administering Agent/General Manager David Pedersen provided introductory remarks.

Ken Pun, representing The Pun Group, reported that he and his colleague, Coley Delaney, met with the Audit Committee prior to the Board meeting.

Coley Delaney, representing The Pun Group, provided a PowerPoint presentation summarizing the JPA Financial Statements and Independent Auditors' Reports for the Fiscal Year Ending June 30, 2020. He stated that the audit included unmodified opinion audit results and no reported communicating internal control related matters identified in the audit.

A discussion ensued regarding the Pure Water Project Las Virgenes – Triunfo capital outlay cash flow, increased recycled water sales by Las Virgenes Municipal Water District, administrative charges from Las Virgenes Municipal Water District to the JPA for pension expenses, and listing land and land rights and the recycled water system as capital assets at book value as opposed to market rate.

Director Lo-Hill noted that she participated in the Audit Committee meeting just prior to the Board meeting, and the Committee was confident with the audit.

Director Shapiro moved to approve Item 6A. Motion seconded by Director Polan. Motion carried unanimously by roll call vote.

7. ACTION ITEMS

A Centrate Treatment 24-inch Pump Suction Header and Valve Replacement Project: CEQA Determination and Construction Award

Find that the work is exempt from the provisions of the California Environmental Quality Act; award a construction contract to J.R. Filanc Construction Company, Inc., in the amount of \$101,000; and reject all remaining bids upon receipt of the duly executed contract documents for the Centrate Treatment 24-inch Pump Suction Header and Valve Replacement Project.

Mercedes Acevedo, Assistant Engineer, presented the report. She responded to a question regarding whether the contractor had previously performed work for the JPA by stating that although the contractor had not performed work for the JPA, the contractor's references indicated that the contractor performed well in pipeline work.

Administering Agent/General Manager David Pedersen noted that he was familiar and had worked with the contractor in the past. He stated that the contractor was a large company known for performing large water and wastewater projects.

Director Polan moved to approve Item 7A. Motion seconded by Director Wall. Motion carried unanimously by roll call vote.

8. **BOARD COMMENTS**

None

9. **ADMINISTERING AGENT/GENERAL MANAGER REPORT**

Administering Agent/General Manager David Pedersen reported that the Tapia Water Reclamation Facility received 2.8 inches of rain from December 27th through 29th. He noted that peak flow was measured at 15 million gallons per day (MGD) as a result of the rainfall. He also reported that five employees were in quarantine due to either testing positive or being exposed to COVID-19. He noted that there were no operational impacts as a result of the quarantine, and business would continue to be conducted as normal in large part due to the measures taken to work remotely or in smaller teams. He also noted that a letter was sent to the State's COVID-19 Task Force recommending that water and wastewater employees who were essential workers be given Category 1B priority to receive the COVID-19 vaccine. He stated that the federal government, through the Centers for Disease Control and Prevention (CDC), considered water and wastewater workers as essential workers; however, they parsed the category of essential workers into two categories: Frontline Essential Workers and all Other Essential Workers. He also stated that water and wastewater workers were categorized as Other Essential Workers, and the letter to the State's COVID-19 Task Force asked that it consider water and wastewater workers as Frontline Essential Workers so that they may receive the vaccination. He also reported that two items would be presented on the Las Virgenes Municipal Water District Board meeting agenda regarding consideration of a temporary waiver of bulk loading fee for compost at the Rancho Las Virgenes Compositing Facility and implementation of an operations data management, analytics, and decision support system to help manage the recycled water system. He stated that these items would be brought back at the next JPA Board meeting as information items.

Director Orkney requested clarification on which items would be presented to the Las Virgenes Municipal Water District Board versus the JPA Board in regard to JPA-related business.

Director Renger inquired regarding the status of the program to test for deoxyribonucleic acid (DNA) to detect coronavirus in the effluent. Administering Agent/General Manager David Pedersen responded that the program had worked well. He noted that staff conducted sampling and testing, and staff had not found

the markers in the wastewater. He also noted that the broader wastewater community found this to be a good early indicator of a surge in COVID-19 cases. He commented that the Los Angeles County Sanitation District considered this program as being a leading indicator, and they could see the quantity of ribonucleic acid (RNA) material in wastewater increase before caseloads are tested positive. He stated that because there was a relatively low case rate in the service area, staff had not seen this to be a powerful tool; however, it was helpful in the broader community.

Brett Dingman, Water Reclamation Manager, responded to a question regarding the status of sample taking by stating that staff had taken samples until there was no longer any freezer space available to store the samples. He noted that staff requested sending additional samples to Stanford University and were waiting to receive a response.

10. FUTURE AGENDA ITEMS

None.

11. PUBLIC COMMENTS

None.

12. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **6:15 p.m.**



Ray Tjulander, Chair

ATTEST:



Jay Lewitt, Vice Chair