



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

MINUTES
REGULAR MEETING

9:00 AM

September 5, 2023

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Alex Leu.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **9:00 a.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 Gary Burns, Charles Caspary, Andy Coradeschi, and Jay Lewitt.

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 Burns. Motion carried 4-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt
NOES: None

ABSTAIN: None

ABSENT: Polan

3. PUBLIC COMMENTS

None.

Director Len Polan was present via the webinar as a member of the public as he did not provide his teleconference location in advance of the meeting.

4. CONSENT CALENDAR

A List of Demands: September 5, 2023: Receive and file

B Minutes Regular Meeting of August 15, 2023: Approve

C Fiscal Yer 2022-23 Capacity Fee Report

Receive and file the Fiscal Year 2022-23 Capacity Fee Report.

D Licensing Agreement for Microsoft Office 365 E5: Renewal

Authorize the General Manager to execute a three-year Microsoft Enterprise Licensing Agreement through Dell Technologies, in the annual amount of \$67,116, for a three-year total of \$201,348, plus applicable taxes, for Office 365 E5 with Azure Active Director Premium.

Director Caspary moved to approve the Consent Calendar. Motion seconded by Director Coradeschi. Motion carried 4-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt

NOES: None

ABSTAIN: None

ABSENT: Polan

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A MWD Representative Report

Glen Peterson, MWD Representative, reported that the MWD Board awarded a contract for relining three pipe segments on the Sepulveda Feeder; authorized amendments to the Cyclic Cost-Offset Program terms; authorized implementation of the tree rebate option for the Turf Replacement Program; approved an increase to the Ethics Officer's authority to obtain professional services for external investigations from \$100,000 to \$250,000 per contract per year; approved renaming the Pure Water Southern California Demonstration Plan as the Grace F. Napolitano Pure Water Southern California Innovation Center; confirmed the appointment of Rickita Hudson as Board Executive Secretary; adopted a

resolution levying ad valorem property taxes for Fiscal Year 2023-24; and conducted performance evaluations of the General Manager and General Counsel. He stated that a group consisting of himself, General Manager David Pedersen, representatives from Calleguas Municipal Water District, and MWD Director Nancy Sutley met to discuss issues with the East-West Conveyance, and a letter would be sent asking MWD to place this project on a higher platform. He also stated that the MWD State Water Project Inspection Trip would be held September 8th through 10th. He responded to a question regarding potential shutdowns due to the work on the Sepulveda Feeder by stating that shutdowns would not affect the District.

Board President Lewitt expressed concern that the District's ratepayers paid towards the construction of Diamond Valley Lake and the Pure Water Southern California; however, water supplies from these facilities could not be conveyed to the District's service area. He also expressed concern that the East-West Conveyance may no longer be MWD's priority due to a rainy winter, and he asked to continue to place pressure on the MWD Board.

A discussion ensued regarding the Antelope Valley - East Kern (AVEK) high desert water bank as a potential water source.

B Water Supply Conditions Update

Joe McDermott, Director of Engineering and External Affairs, presented the report. He stated that water levels in Lake Mead and Lake Powell were increasing due to above average snowpack and precipitation in the Lower Colorado River Basin.

C Report on Wasteful Water Use Penalties

Don Patterson, Director of Finance and Administration, presented the report.

Joe McDermott, Director of Engineering and External Affairs, responded to a question regarding wasteful water use patrols conducted by Dial Security during the drought and resistance received from homeowners' associations for nighttime wasteful water use patrols. He noted that wasteful water use patrol was required as part of MWD's one-day per week watering regulations.

Mr. Patterson responded to a question regarding the availability of a heat map showing the properties with the most wasteful water use practices by stating that he would need to follow-up with staff to create a map to show wasteful water use practices based on percentage of customers.

6. TREASURER

Director Coradeschi stated that he reviewed the expenditures and the Treasurer's report was in order.

7. FACILITIES AND OPERATIONS

A Vehicle Replacement Program for Fiscal Year 2023-24: Authorization

Authorize the General Manager to approve the purchase of three ¾-ton utility trucks from dealer inventory at or below WSRP for a total not-to-exceed amount of \$200,000.

Shawn Triplett, Facilities Supervisor, presented the report.

Director Coradeschi moved to approve Item 7A. Motion seconded by Director Caspary.

Mr. Triplett responded to a question regarding purchasing the utility trucks from dealer inventory.

Motion carried 4-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt

NOES: None

ABSTAIN: None

ABSENT: Polan

B Electric Vehicle Charging Station Project: CEQA Determination and Construction Award

Find that the project is exempt from the provisions of the California Environmental Quality Act, accept the quotation from Video Voice Data Communications and award a construction, in the amount of \$88,515; and authorize the General Manager to approve proposed charging rates for the Electric Vehicle Charging Station Project.

Alex Leu, Senior Engineer, presented the report.

Director Burns moved to approve Item 7B. Motion seconded by Director Coradeschi.

Mr. Leu responded to questions regarding the potential to add additional charging stations at the Tapia Water Reclamation Facility, the removal of the current temporary charging stations, and the capital recovery over the ten-year term.

Motion carried 4-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt

NOES: None

ABSTAIN: None

ABSENT: Polan

8. FINANCE AND ADMINISTRATION

A Organizational and Staffing Analysis: Award

Accept the proposal from Moss Adams, and authorize the General Manager to execute a professional service agreement, in the amount of \$123,200, plus travel expenses not to exceed five percent of the total project fees, to conduct an organizational and staffing analysis.

Sophia Crocker, Human Resources Manager, presented the report.

Director Caspary moved to approve Item 8A. Motion seconded by Director Burns.

A discussion ensued regarding the proposals' scoring methodology, presentations received by the three highest scoring firms, and having the Board Members provide feedback and insight to the organizational and staffing analysis.

Motion carried 4-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt

NOES: None

ABSTAIN: None

ABSENT: Polan

B Re-establishment of Senior Electrical/Instrumentation Technician Position

Approve the upgrade of a vacant Electrical/Instrumentation Technician I/II position (Salary Range 51/66) to a Senior Electrical/Instrumentation Technician position (Salary Range 74).

Sophia Crocker, Human Resources Manager, presented the report.

Director Coradeschi moved to approve Item 8B. Motion seconded by Director Caspary.

Motion carried 4-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt

NOES: None

ABSTAIN: None

ABSENT: Polan

9. ENGINEERING AND EXTERNAL AFFAIRS

A Climate Action and Adaptation Plan (CAAP) Draft

Review and comment on the draft Climate Action and Adaptation Plan (CAAP).

Joe McDermott, Director of Engineering and External Affairs, presented the report.

Director Caspary suggested that the analysis for greenhouse gas emissions associated with the Tapia Water Reclamation Facility might be predicting more carbon dioxide emissions than what occurs due to grit from aggregate, which does not decompose. A discussion ensued regarding reduction in water usage would result in less electricity demand and less greenhouse gas emissions.

10. INFORMATION ITEMS

A Operations Agreement for Calleguas-Las Virgenes Municipal Water District Interconnection

B Fiscal Year 2023-24 Budget in Brief

11. NON-ACTION ITEMS

A Organization Reports

Director Caspary reported that Jeremy Wolf, Legislative Program Manager, attended the Association of California Water Agencies (ACWA) State Legislative Committee Meeting. He also reported that he did not attend the Santa Monica Bay Restoration Commission Governing Board Meeting; however, the group was introduced to the new Administrative Director Luke Ginger, formally from Heal the Bay. He noted that the ACWA State Legislative Committee would hold a special meeting on September 6th to consider taking an opposed position on AB 755: Water: public entity: cost-of-service analysis.

B Director's Reports on Outside Meetings

Director Burns reported that he attended the Yorba Linda Water District Heli-Hydrants demonstration on August 22nd, and that he would share photographs with the Board.

C General Manager Reports

(1) General Business

General Manager David Pedersen reminded the Board that the State Water Project Inspection Trip would be held September 8th through 10th; a Special Board Meeting would be held on September 12th with State Parks regarding the Rindge Dam removal and a site visit; and the Association of Water Agencies of Ventura County Annual Members and Policy Makers Reception would be held on September 14th at the Ronald Reagan Library. He reported that the District was on high alert during Tropical Storm Hilary and an earthquake that occurred in Ojai on August 20th. He stated that very little damage occurred due to the tropical storm, and staff inspected the reservoir and dam for any earthquake damage. He also reported that VertexOne had acquired WaterSmart, which would now have the ability to recognize water usage patterns and budgeted water amounts. He noted that Craig Jones, Resource Conservation Manager, and Ursula Bosson, Customer Service Manager, met with the Chief Executive Officer of VertexOne, and they were invited to provide a presentation regarding water budgets at a Users' Group meeting. He also reminded the Board that a dedication recognizing Dave Roberts, former

Resource Conservation Manager, would take place on September 14th at the Pure Water Demonstration Facility Sustainability Garden.

(2) Follow-Up Items

General Manager David Pedersen stated that an item regarding the purchasing policy update and expandability of the Pure Water Project Las Virgenes-Triunfo would be presented at the September 19th Board meeting. He noted that a presentation by Cadiz, Inc. would be scheduled for a future Board meeting.

D Directors' Comments

Director Burns noted that he was experiencing issues with his Rachio irrigation controller, which needed an update to the firmware.

12. FUTURE AGENDA ITEMS

None.

13. PUBLIC COMMENTS

None.

14. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **10:30 a.m.**



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

ATTEST:



Gary Burns, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)