



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

MINUTES
REGULAR MEETING

9:00 AM

December 5, 2023

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Jon Meredith.

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, Jay Lewitt, and Len Polan.

Absent: None

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
Steven O'Neill, District Counsel

2. APPROVAL OF AGENDA

Director Polan moved to approve the agenda. Motion seconded by Director Burns. Motion carried 5-0 by the following vote:

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

ABSTAIN: None
ABSENT: None

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

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

B Minutes Regular Meeting of November 21, 2023: Approve

C Monthly Cash and Investment Report: October 2023

Receive and file the Monthly Cash and Investment Report for October 2023.

Director Caspary moved to approve the Consent Calendar. Motion seconded by Director Coradeschi. Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Proclamation Recognizing Jon Meredith, Senior Maintenance Mechanic, for 33.5 Years of Service

Board President Lewitt presented a proclamation to Jon Meredith, Senior Maintenance Mechanic, in recognition of his retirement after 33.5 years of service.

Mr. Meredith thanked the Board and presented a rock that he found in the sewer system that he polished and named "Mereditite."

General Manager David Pedersen acknowledged Mr. Meredith on his work ethic during his years of service to the District.

B Update on Organizational Assessment and Staffing Analysis

Sophia Crocker, Human Resources Manager, introduced Colleen Rozillis and Jessie Lenhardt from Moss Adams.

Ms. Rozillis provided a PowerPoint presentation on the Organizational Staff and Structure Assessment Update.

Ms. Lenhardt responded to a question regarding whether employee cross-training was documented in the study by stating that they were very impressed with the level of cross-training, and would recommend that the District continue and strengthen these efforts.

C Water Supply Conditions Update

General Manager David Pedersen reported that the California Department of Water Resources announced an initial ten percent allocation from the State Water Project for 2024. He stated that the allocation is low at the beginning of the water year, and the allocation could increase as the year progresses due to the amount of rain and snowfall. He noted that there were concerns with the volume of water stored in the Colorado River system and difficulties with moving water supplies from the Delta to San Luis Reservoir. He noted that Oroville Reservoir was at 66 percent of capacity, San Luis Reservoir was at 57 percent of capacity, the 8-Station Index Precipitation was 49 percent of normal, and Lake Powell and Lake Mead received better than expected hydrology last year. He provided an update regarding efforts with Metropolitan Water District of Southern California (MWD) to provide better access to water supplies from Diamond Valley Lake and the Colorado River. He reported that the MWD Board would take action in February for a portfolio of projects for regional reliability for all member agencies.

6. TREASURER

Director Coradeschi stated that he reviewed the expenditures.

7. FINANCE AND ADMINISTRATION

A Fiscal Year 2022-23 Annual Comprehensive Financial Report

Receive and file the Fiscal Year 2022-23 Annual Comprehensive Financial Report.

Brian Richie, Finance Manager, presented the report and a PowerPoint presentation with an overview of comparative net position as of June 30, 2023, comparative income statements, and GASB 96 restatement.

Jeffrey McKennan, representing Rogers Anderson Malody & Scott LLP, presented a PowerPoint presentation with an overview of the audit process. He stated that an unmodified "clean" opinion was issued.

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

Don Patterson, Director of Finance and Administration, responded to questions regarding the discount rate for Other Post-Employment Benefits (OPEB) liability, and the District's investment portfolio through California Employers' Retirement Benefit Trust (CERBT) for OPEB and CalPERS.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan
NOES: None
ABSTAIN: None
ABSENT: None

B Establishment of Engineering Technician I/II Classification and Reclassification of Various Positions

Approve a new Engineering Technician I/II classification (Salary Range 53/63); reclassification of existing Technical Services Support Specialist (Salary Range 53) and Planning and New Development Technician (Salary Range 59) positions to Engineering Technician I/II positions; and reclassification of an Administrative Services Coordinator (Salary Range M87) position to a Management Analyst I/II (Salary Range M63/M77) position.

Sophia Crocker, Human Resources Manager, presented the report.

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

Ms. Crocker responded to questions regarding no requirement for an advanced college degree for the position, and the amount of interest received in applying for the position.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan
NOES: None
ABSTAIN: None
ABSENT: None

8. ENGINEERING AND EXTERNAL AFFAIRS

A Contract Amendment for GovDelivery E-mail and Text Communication Platform

Authorize the General Manager to execute a contract amendment with Granicus, Inc., in the amount of \$13,758.10, for a 24-month subscription to their GovDelivery and texting platform programs.

Mike McNutt, Public Affairs and Communications Manager, and Steven Baird, Public Affairs Associate II, presented the report.

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

A discussion ensued regarding customers' ability to opt-in and unsubscribe to the GovDelivery platform, and ensuring that text messages and email do not interfere with emergency alerts sent via Everbridge.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

9. INFORMATION ITEMS

A Reimbursable Expenses for Fiscal Year 2022-23

10. NON-ACTION ITEMS

A Organization Reports

Director Caspary reported that the Santa Monica Bay Restoration Commission Governing Board would meet on December 14th, where they would hold elections for the Executive Committee members.

B Director's Reports on Outside Meetings

Director Caspary reported that he attended the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) on November 27th, and the ACWA Fall Conference November 28th through 30th. He noted that he attended sessions regarding wildfire preparedness, promoting water efficiency in agriculture, and *Making Conservation a California Way of Life* regulations.

Director Coradeschi reported that he also attended the ACWA Fall Conference, and stated that he was impressed with the Board and staff's involvement in ACWA.

Board President Lewitt reported that he also attended the ACWA Fall Conference. He noted that David Reynolds, ACWA Director of Federal Affairs, would be retiring after 30 years of service. He also reported that he attended the ACWA Federal Affairs Committee meeting and AB 1234 Ethics Training during the ACWA Fall Conference. He noted that staff provided pure beer during the ACWA Region 8 meeting, and Ana Schwab from Best Best & Krieger provided a presentation regarding per- and polyfluoroalkyl substances (PFAS) litigation.

Director Burns reported that he attended the ACWA Fall Conference, including the session regarding wildfire preparedness.

C General Manager Reports

(1) General Business

General Manager David Pedersen reported that he attended the ACWA Fall Conference, which was also attended by the team from OceanWell. He stated that he attended a meeting with the U.S. Bureau of Reclamation regarding the OceanWell pilot program, and

he later learned that the grant application submitted by the District and Natural OceanWell Company was approved in the amount of \$236,877 for the "Pitch to Pilot" program. He also reported that the Notice of Exclusion was filed regarding DuPont's class settlement proposal related to PFAS litigation, and the Notice of Exclusion for 3M would also be filed. He also reported that brush clearance, weed abatement, and retention basin cleaning were completed. He stated that Cathy Green's two-year term as ACWA President would begin on January 1st, and she would approve ACWA committee appointments.

(2) Follow-Up Items

General Manager David Pedersen stated that an item would be included on the December 19th agenda for introduction and first reading of an ordinance to amend the Board's compensation.

D Directors' Comments

Director Caspary inquired regarding Imperial Irrigation District's (IID) voluntary agreement with the federal government to conserve water in the Colorado River. General Manager David Pedersen responded that funding was provided in the Inflation Reduction Act to reduce system water demands in the Colorado River. He stated IID has the largest allotment in California for water in the Colorado River, and IID's voluntary agreement would help increase water supplies in Lake Mead and improve the conditions in the Colorado River.

Director Coradeschi noted that *The Acorn* newspaper was in the process of being fully digital. He stated that he attended events by the City of Agoura Hills where water filling stations were provided, and he suggested that the District provide pure water at city events. Joe McDermott, Director of Engineering and External Affairs, stated that there were limitations on dispensing pure water; however, staff would follow-up.

Director Burns noted that he and Director Coradeschi began their terms one year ago, and he acknowledged the Department Directors for providing assistance. He stated that Eastern Municipal Water District provides water filling stations for schools, and he suggested that the District consider providing water filling stations for schools as well.

Director Caspary stated that the State Water Resources Control Board would receive public comments in February or March for *Making Conservation a California Way of Life* regulations. He also stated that the State Water Resources Control Board would consider adopting the regulations in the summer, which would become effective January 2025. He suggested asking District customers to become involved in this rule-making process.

Director Polan read from a flyer he received from Assemblywoman Jacqui Irwin's office regarding greenhouse gas emissions regulations.

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 11:11 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)