



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

MINUTES
REGULAR MEETING

9:00 AM

May 21, 2024

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Sophia Crocker.

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, California 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
Eric Schlageter, Interim Director of Facilities and Operations
Josie Guzman, Clerk of the Board
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

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

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

ABSTAIN: None
ABSENT: None

3. PUBLIC COMMENTS

There were no public comments.

Joe McDermott, Director of Engineering and External Affairs, introduced new employee Jesus Soto, Field Operations Technician I. The Board welcomed Mr. Soto to the District.

Eric Schlageter, Interim Director of Facilities and Operations, introduced new employee Mark Gomez, Electrician. The Board welcomed Mr. Gomez to the District.

Jeremy Wolf, Legislative Program Analyst, introduced Marcus Lopez, Intern for Facilities and Operations. The Board welcomed Mr. Lopez to the District.

4. CONSENT CALENDAR

A List of Demands: May 21, 2024: Receive and file

B Minutes Regular Meeting of April 16, 2024: Approve

C Directors' Per Diem: April 2024: Ratify

D Monthly Cash and Investment Report: March 2024

Receive and file the Monthly Cash and Investment Report for March 2024.

E Statement of Revenues, Expenses, and Changes in Net Position: March 2024

Receive and file the Statement of Revenues, Expenses, and Changes in Net Position for the period ending on March 31, 2024.

F Extension of Retired Annuitant part-Time Limited Duration Assignment

Authorize the General Manager to execute a contract extending the part-time, limited duration assignment for retired annuitant, James Green, through May 31, 2025.

G Establishment of New Control Systems Supervisor Classification and Reclassification of SCADA Analyst to Control Systems Supervisor

Establish a new Control Systems Supervisor classification and reclassify an existing SCADA Analyst position (Salary Range M85) to a Control Systems Supervisor position (Salary Range M98) on the Supervisor, Professional, and Confidential Unit Salary Schedule.

H Purchasing Code Update: Reinstate Federally-Declared Emergency Purchasing Procedures

Pass, approve, and adopted proposed Resolution No. 2636, modifying the Las Virgenes Municipal Water District Code as it relates to purchasing and reinstating Federally-Declared Emergency Purchasing Procedures.

RESOLUTION NO. 2636

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (ADMINISTRATIVE CODE) AS IT RELATES TO TITLE 2, CHAPTER 6, ARTICLE 4 – PURCHASING

(Reference is hereby made to Resolution No. 2636 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

I Water Capacity Fees: Correction of Allocation to Construction and Conservation

Pass, approve, and adopt proposed Resolution No. 2638, correcting the allocation of water capacity fees to construction and conservation.

RESOLUTION NO. 2638

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (ADMINISTRATIVE CODE) AS IT RELATES TO POTABLE WATER CAPACITY FEES

(Reference is hereby made to Resolution No. 2638 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

J Calabasas Recycled Water Pipeline Improvement Park Entrada Project: CEQA Determination and Call for Bids

Find that the project is exempt from the provisions of California Environmental Quality Act and authorize the issuance of a call for bids for the Calabasas Recycled Water Pipeline Improvement Park Entrada Project.

K Water Main Breaks at 5745 Parkmor Road and Valley Circle Boulevard near Dorie Drive: Continuation of Emergency Declaration

Approve the continuation of an emergency declaration due to a 12-inch water main break at 5745 Parkmor Road in the City of Calabasas and a 30-inch water main break along Valley Circle Boulevard near Dorie Drive in West Hills.

Director Coradeschi moved to approve the Consent Calendar. Motion seconded by Director Caspary.

Eric Schlageter, Interim Director of Facilities and Operations, responded to a question regarding the delay in preparing the design for Item 4J by stating that the design took longer than anticipated due to the need to incorporate additional scope of work to address subsequent breaks in the pipeline.

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 Glen Peterson, MWD Representative, for 31 Years of Service

Board President Lewitt presented a proclamation and plaque recognizing Glen Peterson for 31 years of service as the District's Representative on the Metropolitan Water District of Southern California's Board of Directors.

Mr. Peterson stated that he was proud of the District and its accomplishments.

The Board acknowledged Mr. Peterson for his service.

B MWD Representative Report

Glen Peterson, MWD Representative, reported that the MWD Board recognized Director Gloria D. Gray for 15 years of service and Director Gail Goldberg for five years of service. He also reported that the MWD Board amended the Capital Investment Plan for Fiscal Year 2023-24 to include upgrades to the flocculation system at the Joseph Jensen Water Treatment Plant; approved the Department Head 360° Evaluation Process; authorized an option agreement to lease land for possible carbon-free energy production and storage purposes in the Palo Verde Valley; authorized an increase to the legal services contract for litigation in the Aqueous Film-Foaming Foams products liability litigation; and authorized the General Manager to enter into a new Memorandum of Understanding with the MWD Association of Confidential Employees (ACE). He noted that he announced his retirement from the MWD Board at the May 14th MWD Board Meeting, and he thanked the Board for allowing him to serve as the District's MWD Representative.

C Public Affairs and Communications Updates

Mike McNutt, Public Affairs and Communications Manager, noted that he distributed a copy of the Public Affairs Accomplishments and Activities for 2024 to the Board, and he provided a PowerPoint presentation.

A discussion ensued regarding promoting water supply resiliency, informing customers

regarding upcoming rate increases, updating and shortening the Pure Water Project Las Virgenes-Triunfo video, promoting podcasts, and holding a ceremony for the OceanWell installation in the reservoir.

6. **TREASURER**

Director Coradeschi stated that he reviewed the expenditures.

7. **BOARD OF DIRECTORS**

A MWD Representative: Open Nominations

Open the nomination period for individuals to serve as the District's representative to the Board of Metropolitan Water District of Southern California.

General Manager David Pedersen presented the report.

Director Caspary moved to nominate Jay Lewitt as the District's MWD Representative.

Additional nominations and the appointment of the MWD Representative would be brought back at the June 4, 2024 Regular Board Meeting.

B General District Election on November 5, 2024: Resolution

Pass, approve, and adopt proposed Resolution No. 2639, pertaining to a General District Election to be held in the District on Tuesday, November 5, 2024; and authorize the Board Secretary to submit certified copies of said resolution, completed Roster of Officeholders for Local Jurisdictions, and District Boundary and Divisions Map to the Board of Supervisors and the Registrar/Recorder/County Clerk of the County of Los Angeles.

RESOLUTION NO. 2639

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO PERMIT THE REGISTRAR-RECORDER/COUNTY CLERK TO RENDER ELECTION SERVICES FOR A GENERAL DISTRICT ELECTION TO BE HELD ON NOVEMBER 5, 2024.

(Reference is hereby made to Resolution No. 2639 on file in the District's Resolution Book and by this reference the same is incorporated herein.)

Josie Guzman, Clerk of the Board, presented the report.

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

Ms. Guzman responded to questions regarding the cost for the County of Los Angeles to render elections services.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

8. FINANCE AND ADMINISTRATION

A Fiscal Years 2024-26 Proposed Biennial Budget

Review and provide feedback on the Fiscal Years 2024-26 Proposed Biennial Budget.

Brian Richie, Finance Manager, presented the report and a PowerPoint presentation.

Don Patterson, Director of Finance and Administration, responded to questions regarding the District's credit rating for seeking bonds and working with the District's financial advisors, and the District's reserves and rate stabilization fund.

B Organizational Structure and Staffing Analysis: Draft Report

Review and provide feedback on the draft report for the Organizational Structure and Staffing Analysis.

General Manager David Pedersen provided introductory remarks.

Colleen Rozillis, representing Moss Adams, accompanied by Jessie Lenhard and Tammy Lohr, presented a PowerPoint presentation, and noted that Model B, Four Departments and Assistant General Manager(s), was the preferred option.

General Manager David Pedersen responded to a question regarding whether a laboratory would be needed at the Advanced Water Purification Facility by stating that all regulatory testing would occur at the Tapia Water Reclamation Facility.

Don Patterson, Director of Finance and Administration, responded to questions regarding impacts to the budget and working with the bargaining units on any organizational changes.

9. ENGINEERING AND EXTERNAL AFFAIRS

A Las Virgenes Reservoir Dam Road and Access Road Repairs Project: Construction Award

Award a construction contract in the amount of \$59,275, to MD Engineering and reject all remaining bids upon receipt of duly executed contract documents for the Las Virgenes Reservoir Dam Road and Access Road Repairs Project; and re-appropriate funding, in the amounts of \$23,986.07, from CIP Job No. 10811, Recycled Water Reservoir No. 2 Storm Repairs, and \$5,604.90 from CIP Job No. 19785, Potable Water System Rehabilitation Fiscal Year 2022-24, to CIP Job No. 10817, Las Virgenes Reservoir Dam Road and Access Road Repairs.

John Soderberg, Associate Engineer, presented the report.

Director Coradeschi moved to approve Item 9A. Motion seconded by Director Caspary.

Mr. Soderberg responded to questions regarding construction timeline and resurfacing materials.

Eric Schlageter, Interim Director of Facilities and Operations, responded to questions regarding previous maintenance and repair work.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

B Commercial Turnkey Turf Transformation Program: Grant Award

Authorize the General Manager to execute a Project Partner Agreement for the implementation of the Turnkey Turf Transformation Program amongst Las Virgenes Municipal Water District, Inland Empire Utilities Agency, Calleguas Municipal Water District, and Upper San Gabriel Valley Municipal Water District.

Craig Jones, Resource Conservation Manager, presented the report.

Director Polan moved to approve Item 9B. Motion seconded by Director Caspary.

Mr. Jones responded to questions regarding irrigation on Lindero Canyon Road and the short deadline for cities to have expressed interest in participating in the program.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

10. INFORMATION ITEMS

A Total Compensation Refresh Study Report

11. NON-ACTION ITEMS

A Organization Reports

Director Caspary reported that he attended the Association of California Water Agencies (ACWA) State Legislative Committee Meeting on May 17th, where they discussed potential water, housing, and education bonds. He noted that the State was considering adopting the federal maximum contaminant levels (MCLs) for per- and polyfluoroalkyl substances (PFAS), and approve a five-year compliance program for drinking water standards. He also noted that the State Water Resources Control Board was proposing *Making Conservation as a California Way of Life* regulations to become effective in August 2024, which could substantially affect District customers. He also reported that he attended the ACWA Joint Powers Insurance Authority (JPIA) meeting, where they discussed the delay in implementing the new pharmacy benefit program and ensuring protection of the member database.

B Director's Reports on Outside Meetings

Director Coradeschi reported that he attended the ACWA Energy Committee Meeting during the ACWA Spring Conference, where they discussed decreased gasoline production and increased fuel costs due to the war between Russia and Ukraine, battery storage, and the Advanced Clean Fleet regulations.

Director Polan recommended that everyone view the movie *Dark Water*, which deals with PFAS. He reported that he also attended the ACWA Spring Conference, and he attended the presentation regarding the Bay Delta, the presentation by the District and Tim Quinn regarding the OceanWell project, and the presentation regarding the *Weather Whiplash of 2023*.

Director Burns reported that he also attended the ACWA Spring Conference, where he attended the Business Development Committee Meeting.

Board President Lewitt reported that he also attended the ACWA Spring Conference, where he attended the OceanWell and Delta Conveyance presentations. He also reported that he attended the site visit to the Sites Reservoir site on May 6th, and the Rindge Dam Tour on May 16th.

Director Caspary reported that he attended the ACWA Spring Conference and the Association of Water Agencies of Ventura County (AWAVC) WaterWise Program on May 16th, where a presentation was provided regarding the 1928 St. Francis Dam failure. He also reported that he attended Heal the Bay's "Bring Back the Beach" event on May 16th.

C General Manager Reports

- (1) General Business

General Manager David Pedersen provided an update regarding the repairs at the Parkmor Road water main break, and noted that repairs to the slope were expected to begin on May 28th as well as restoring the yards of the two affected property owners. He stated that staff anticipated executing settlement and release agreements with both property owners. He also reported that a tour of District facilities would be provided to the City of Calabasas Public Works Director, Curtis Castle, and his staff later in the day, and a tour of District facilities would be provided to Tom Ford from the Bay Foundation and employees from the Environmental Protection Agency on May 22nd. He noted that the Pure Water Project Las Virgenes-Triunfo Partnering Sessions would be held on May 22nd and 23rd; the next OceanWell Working Group Meeting would be held on May 23rd; District Offices would be closed on May 27th for the Memorial Day Holiday; and the JPA would hold a Special Meeting on May 28th for a workshop regarding architectural elements for the Advanced Water Purification Facility. He noted that the tour of the Delta Conveyance Authority Bethany Reservoir Alignment was rescheduled to July 19th, and a limited number of local elected officials may join the tour at their own expense. He also reported that the California Department of Water Resources released an updated cost estimate for the Delta Conveyance Project with a benefit/cost analysis, and the benefit/cost ratio for the project was calculated to be 2.20.

Joe McDermott, Director of Engineering and External Affairs, noted that Ursula Bosson, Customer Service Manager, was recognized as a 2024 Expanding Excellence Award Rising Star Award Rising Star in Customer Service at the Customer Service Week Conference held in Fort Worth, Texas.

(2) Follow-Up Items

None.

D Directors' Comments

Director Polan stated that he enjoyed the Pure Water Soquel tour held in 2023, and he expressed an interest in visiting again.

Board President Lewitt expressed an interest in a tour the St. Francis Dam site.

General Manager David Pedersen stated that Burbank Water and Power issued an invitation to tour its Burbank Operable Unit on May 30th. He asked the Board to inform him or Josie Guzman should they be interested in attending this tour.

12. FUTURE AGENDA ITEMS

Board President Lewitt requested a Future Agenda Item for the next Board Meeting to consider naming the Board Room the Glen D. Peterson Board Room.

13. PUBLIC COMMENTS

Bill Ward, representing PumpPodUSA, spoke regarding their HeloPod, a high-capacity

helicopter dip tank that allows fire engine companies to deploy to extinguish fires. He provided copies of their brochure, which included a quote and a comparison chart with one of their competitors. He noted that the HeloPod could be activated with and without remote activation with cellular/satellite and with Night Ops Lighting. He expressed an interest in providing a presentation to staff.

14. CLOSED SESSION

A Conference with Labor Negotiators (Government Code Section 54956.6)

Agency Designated Representatives: Dvid W. Pedersen, General Manager, and Donald Patterson, Director of Finance and Administration

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

B Conference with Labor Negotiators (Government Code Section 54956.6)

Agency Designated Representatives: Dvid W. Pedersen, General Manager, and Donald Patterson, Director of Finance and Administration

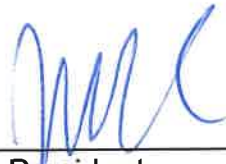
Employee Organization: Las Virgenes Manager, Supervisor, Professional, and Confidential Employees Association

The Board recessed to Closed Session at **12:10 p.m.** and reconvened to Open Session at **1:24 p.m.**

Keith Lemieux, District Counsel, reported that the Board met in Closed Session for items 14A and 14B, and there was no reportable action.

15. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **1:24 p.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)