



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

MINUTES
REGULAR MEETING

5:00 PM

April 10, 2012

PLEDGE OF ALLEGIANCE

At the request of President Renger, the Pledge of Allegiance to the Flag was led by Director of Finance and Administration Hicks.

1. CALL TO ORDER AND ROLL CALL

A Call to order and roll call

The meeting was called to order at 5:01 PM by President Renger in the District offices. Assistant Deputy Secretary Conklin called the roll. Those answering present were Directors Bowman, Caspary, Peterson, Renger and Steinhardt.

2. APPROVAL OF AGENDA

A Approval of agenda

On a motion by Director Joseph Bowman, seconded by Director Charles Caspary, the Board of Directors voted 5-0 to Approve the Regular Board Meeting of April 10, 2012, as presented.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

3. PUBLIC COMMENTS

No speaker cards were received from the public.

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Legislative and Regulatory Updates

No report was given.

5. CONSENT CALENDAR

Director Bowman stated staff had made an error on his per diem request as the compensation was limited to 10 meetings per month, and that the correction would be made the following month.

On a motion by Director Charles Caspary, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve Consent Calendar 5A-5B as presented in the recommendations, and noted the correction to the per diem ratification.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

A List of Demands: April 10, 2012. Approve

B Directors' Per Diem: March 2012. Ratify

6. TREASURER

Treasurer Steinhardt stated the accounts payable checks were in order.

7. FACILITIES AND OPERATIONS

A Acceptance of Tract 48901 and Tract 48312

Accept the water system for Tract 48901 and Tract 48312 for operation and maintenance; execute the Acceptance of Dedication for the water system by the President of the Board and have the same recorded conditional upon clear title of recordation.

General Manager Mundy reported same developer for both tracts and assets were booked to contributed asset account.

On a motion by Director Lee Renger, seconded by Director Charles Caspary, the Board of Directors voted 5-0 to Approve the recommendations as presented.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

B Building #1 Improvement Concepts

Provide further direction to staff.

General Manager Mundy discussed Board direction of February 28, 2012, to hire an architect to develop tenant schemes for Building #1, Floor 1 and Floor 2, and to provide proposed occupancy data. The Board, General Manager and staff discussed the pros and cons of all four schemes presented by ENRdesign; lease rates vs. investment; and rental opportunities.

The Board requested staff come back with additional information including a detailed estimate for renovation costs; expense estimate for utilities, which are included in the lease rate; method of electrical use in building for heating/cooling; and have a structural engineer inspect the building for safety.

C 3 Pump Station Expansion Project - Approval of Change Order No. 3 and Final Acceptance

Approve Change Order No. 3 in the amount of \$43,553.38; Approve a time extension of 102 calendar days to complete the project; approve the final Progress Payment, in the amount of \$8,000.00 to Cora Constructors; appropriate addition \$563,898.38 to Job # 10416; approve the execution of a Notice of Completion by the Secretary of the Board for and on behalf of the District and have the same recorded; and that in the absence of claims from subcontractors and others, release retention in the amount of \$112,266.62 thirty calendar days after filing the Notice of Completion for the 3 Pump Station Expansion Project.

On a motion by Director Charles Caspary, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the recommendations as presented.

AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt

8. FINANCE AND ADMINISTRATION

A Acceptance of Pun and McGeady LLP Proposal for Audit Services

Accept the proposal for audit services from Pun & McGeady (\$35,000 in year one, including JPA) and authorize the General Manager to review and approve the contract.

Director of Finance and Administration Hicks discussed the three bids received, Pun and McGeady's proposal, and the staff recommendation.

Board comments included: White Nelson Diehl Evans proposal with no increase in year two, maybe a third year could be negotiated whereas Pun and McGeady proposed an increase each year; issue with White Nelson Diehl Evans in regards to the United States Bureau of Reclamation grant single audit and concerns over potential issues with Title XVI funds, the error was of a very technical nature, but there is still concern.

On a motion by Director Barry Steinhardt, seconded by Director Joseph Bowman, the Board of Directors voted 4-1 to Award a two year contract to White Nelson Diehl Evans in the amount of \$32,300 in year one, including JPA with no increase in year two; and authorize the General Manager to review and approve the contract.

AYES: Director(s) Bowman , Caspary , Renger , Steinhardt

NOES: Director(s) Peterson

9. INFORMATION ITEMS

A Sikorra Claim Presented to Las Virgenes Municipal Water District

General Manager Mundy stated the claim had not been received in a timely manner. Director Bowman: keep an open mind on claim as insurance gave Sikorra the run around.

10. NON-ACTION ITEMS

A Organization Reports(1) MWDa. Representative Report/Agenda(s); (2)Other

(1) MWD Representative Peterson reported on general business of the Metropolitan Water District including 40 positions are vacant, but not eliminated in the budget; proposed increases of 7.5%/5.0% and cost of treated water will be higher; Senator Emmerson's proposed bill regarding manhole cover thefts; measures authored by Senator Wolk in regards to maintenance dredging in Delta; refunding of bonds; and cooperative process with regard to Colorado River/Mexico Consumptive Use/Forbearance Exchange.

(2) None.

B Director's Reports on Outside Meetings

None.

C General Manager Reports

General Manager Mundy provided an update on general business of the District including upcoming calendar events and discussed his participation with the City of Ventura on rate setting, which yielded many different types of methods agencies utilize for billing of fixed versus water usage charges.

D Director's Comments

Director Steinhardt discussed the City of Calabasas meeting and Chamber event at Guido's. Director Bowman requested additional information on supply issue for 5-mil tank. Director Caspary concerned about his constituents supply going dry if west to east (General Manager Mundy stated 40% of Las Virgenes served by west system).

11. FUTURE AGENDA ITEMS

General Manager Mundy stated there would be a Closed Session item on April 24, 2012, discussing General Manager priorities.

12. CLOSED SESSION**13. OPEN SESSION AND ADJOURNMENT**

The Chair declared the meeting adjourned at 6:21 p.m.

Lee Renger

LEE RENGER, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:

Charles Caspary

CHARLES CASPARY, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)