



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

**MINUTES**  
**REGULAR MEETING**

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5:00 PM

October 9, 2012

**PLEDGE OF ALLEGIANCE**

At the request of President Renger, the Pledge of Allegiance to the Flag was led by Legal Counsel Lemieux.

**1. CALL TO ORDER AND ROLL CALL**

**A** Call to order and roll call

The meeting was called to order at 5:03 p.m. 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 Glen Peterson, seconded by Director Joseph Bowman, the Board of Directors voted 5-0 to Approve the agenda for the Regular Board Meeting of October 9, 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.

Director Bowman requested a copy of AB 1061 (Lieu) common interest developments: water

efficient landscapes.

## 5. CONSENT CALENDAR

*On a motion by Director Charles Caspary, seconded by Director Glen Peterson, the Board of Directors voted 5-0 to Approve Consent Calendar 5A-5C as presented in the recommendations.*

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

**A** Minutes: Regular Meeting of September 11, 2012. **Approve**

**B** List of Demands: October 9, 2012. **Approve**

**C** Directors' Per Diem: September 2012. **Ratify**

## 6. TREASURER

Treasurer Steinhardt stated he had reviewed the payables checks and all were in order.

## 7. FACILITIES AND OPERATIONS

**A** Purchase of Spare 4,160 Volt Breaker for Tapia

Authorize the General Manger to issue a purchase order in the total amount of \$33,299.00 to California Electrical Supply.

Acting General Manager Lippman discussed the critical need for purchase of a backup breaker as there is currently no spare.

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

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

**B** Radio System Upgrade

Approve an additional appropriation of \$22,139.79 for fiscal year 2012-2013 under Job No. 10490 and authorize the General Manager to enter into agreement with Destin Thomas Communications for the purchase of radio system equipment for a total expenditure of \$118,139.79.

Acting General Manager Lippman discussed features of the proposed radio equipment purchase including text communications and GPS; stated all three vendors were interviewed and Destin Thomas was selected; work will be completed by January 1, 2013, in order to comply with low band requirements.

Director Steinhardt inquired as to whether the Sheriff's department had been contacted (staff indicated the Sheriff's department had been notified and had been in contact with Maria Grycan, Los Angeles County Fire Department who serves as the Community Services Representative for our service area); Director Caspary requested information regarding power backup at repeaters (staff stated Castro has a generator, which was provided by State Park Services who shares the site with the District; proposed project for SCADA on internet to link to MWD MARS, which is tested monthly and provides emergency communication between Metropolitan Water District and its member agencies; and cell service is not a reliable form of emergency communications).

*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*

**C** Saddle Creek Arena Recycled Water Extension Technical Memorandum, Report #2501.00

Receive and file the Saddle Creek Arena Recycled Water Extension Technical Memorandum, LVMWD #2501.00; and provide staff with direction on whether or not to pursue the project.

Acting General Manager Lippman discussed proposed project options, requested Board direction for next steps and stated as part of the next steps the District would be working with City of Hidden Hills and Hidden Hills Homeowners Association.

Director Renger discussed backflow devices (staff stated customers would pay for their backflow devices, there is no meter charge and there is a system conversion cost); Director Steinhardt stated the 20 year return on investment was too long and would like to see the dollar amount go down before the item comes back to the Board for consideration along with the potential cost of potable water to supplement when there is no recycled water available; Director Caspary stated there is a councilperson in Hidden Hills who is interested in recycled water, would like to see potential additional use in Hidden Hills (Mr. Lippman stated the Master Plan will look at expanded recycled water potential), believes payback will be less than 17 years, concerns regarding pressure in line if system demand occurs all at the same time (Mr. Lippman stated the District would reduce the pressure on its side if this was to occur), look at timing so the system does not run out of recycled water, this is one of the best opportunities to extend recycled water to homes; Director Bowman believes policy should be adhered to for payback period, payback of less than 17 years; Director Peterson concerned about size of pipe more than payback period, Master Plan should address Hidden Hills, the District needs to be proactive in regards to recycled water extensions.

*On a motion by Director Lee Renger, seconded by Director Joseph Bowman, the Board of Directors voted 5-0 to Approve the recommendation to receive and file as presented.*

*President Renger provided direction for next steps, which are to speak with City of Hidden Hills, Hidden Hills Homeowners Association and to move forward with pursuing a project. AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt*

**8. FINANCE AND ADMINISTRATION**

**A** Datastream Business Solutions, Inc. - Letter Agreement

Approve the Letter Agreement for Professional Services with Datastream Business Solutions, Inc. (DBSI) for assistance with the Standby Charge Program, at an amount not to exceed \$22,500 per year (excluding postage) for a three year period.

Information Systems Manager Matthews discussed the standby charge services provided by Datastream, which includes interface with tax assessor, notification mailings to parcel holders and telephone answer line for questions in regards to the standby charge.

*On a motion by Director Glen Peterson, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the recommendation as presented. AYES: Director(s) Bowman , Caspary , Peterson , Renger , Steinhardt*

**B** Uniform Services - Award of Bid

The Board of Directors authorize the General Manager to issue a three year contract, with two additional renewal options to Unifirst Corporation to provide uniform service at \$ 1,737 per month.

Human Resources Manager Paniagua discussed the rebid process for uniforms, which

included nine service providers being sent a bid request (five responded); Aramark was the lowest bid and is the current provider, however their service has not improved over the last several months during the month to month contract extension period, uniforms are discolored and in poor condition, there are invoicing issues (charges for items not received), and they are not responsive to problems on the account within a reasonable amount of time, and stated the staff recommendation is for Unifirst.

Director Steinhardt inquired as to the annual cost of the existing contract, is the Unifirst annual cost lower and was the vendor checked out (Ms. Paniagua stated the annual cost for Unifirst is lower than the existing contract and confirmed the vendor's references had been verified).

*On a motion by Director Barry Steinhardt, seconded by Director Lee Renger, the Board of Directors voted 5-0 to Approve the recommendation as presented.*

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

## **9. NON-ACTION ITEMS**

### **A Organization Reports (1) MWD a. Representative Report/Agenda(s); (2) Other**

(1) MWD Representative Peterson reported on general business of Metropolitan Water District including Jack Foley the current Chair was reelected to serve as Chair for the next two years and would be selecting board officers in the near future; Jensen bolt repair project; Quantification Settlement Agreement (QSA) presentation/issue discussion Imperial Irrigation District did not come close the conserving 17,000 acre feet of water, over on water/under on conservation; Metropolitan billed San Diego County Water Authority for Tier 1 water, the bill was paid, but under protest; still negotiating with Mexico on storage with basin states; stated Coachella General Manager Steve Robbins who was a good partner for Metropolitan and Las Virgenes, passed away and tonight's board meeting would be adjourned in his memory.

(2) None.

### **B Director's Reports on Outside Meetings**

Director Steinhardt reported on his attendance at Night at the Adobe (also attended by Director Bowman) and stated he rode in the Reyes Adobe Days parade along with Captain Joe Stephen of the Lost Hills/Malibu Sheriff's Station and Little Drop (the District's mascot), Explorer Scouts who handed out candy plus District outreach rubber ducks and two motorcycle units from the Sheriff's office served as their escorts.

Director Peterson reported on the State Water Project tour and stated the tour was full; Kathy Cole provided an overview on the Delta; carbon sequestration (do the science today for use under Prop 32, which may enable Department of Water Resources to have some income).

### **C General Manager Reports**

Acting General Manager Lippman stated the Board had been notified of Triunfo Sanitation District's project dedication for Oak Canyon Reservoir, one response had been received from Director Steinhardt who would be attending and presenting a District proclamation at the event; and provided an update on general business of the District including the comment letter to City of Calabasas regarding development of the property next to the headquarters campus (the City incorporated all of the District's comments into their plan including noise, lights, dust, etc.), there will be a hill between the headquarters campus and the nearest proposed housing site; Mr. Reinhardt will be providing the regularly scheduled quarterly update to City of Westlake Village on behalf of Director Bowman; and Directors Peterson and Renger would be absent from the December 3rd JPA board meeting due to the ACWA conference and in order

to have a quorum of Las Virgenes board members Directors Bowman, Caspary and Steinhardt would need to be present.

**D** Director's Comments

Director Bowman stated he would be present at the October 10th, City of Westlake council meeting to answer questions, but did not feel he should provide an update to the city council during the election period out of fairness to his opponent.

**10. FUTURE AGENDA ITEMS**

None.

**11. CLOSED SESSION**

The meeting convened into Closed Session at 6:04 p.m.

**A** Conference with District Counsel - Property Acquisition and Disposition (Government Code Section 54956.8):

Building # 1 Lease

**B** Conference with District Counsel - Potential Litigation (Government Code Section 54956.9): One Case

In the opinion of District Counsel, disclosure of the identity of the litigant would be prejudicial to the district.

**12. OPEN SESSION AND ADJOURNMENT**

The meeting reconvened into Open Session at 6:17 p.m. No reportable actions were taken during Closed Session.

**A** Adjourn the Regular Board Meeting of October 9, 2012, in memory of Steve Robbins, General Manager - Chief Engineer of Coachella Valley Water District.

The Chair declared the meeting adjourned at 6:18 p.m. in memory of Steve Robbins.

*Lee Renger*

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

ATTEST:

*Charles Caspary*

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

(SEAL)