

**LAS VIRGENES – TRIUNFO
JOINT POWERS AUTHORITY
MINUTES**

5:00 PM

September 2, 2014

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Chairman Caspary.

1. CALL TO ORDER AND ROLL CALL

A Call to order and roll call

The meeting was called to order at **5:01 p.m.** by Chairman Caspary in the Board Room at the Oak Park Library, in Oak Park. Daryl Betancur, Clerk of the Board conducted the roll call.

Present: Director(s): Polan, Renger, Peterson, Steinhardt (arrived **5:20 p.m.**), Board Chairman Caspary, McReynolds, Orkney, Paule, Vice Chairman Iceland (arrived **5:10 p.m.**)

Absent: Director(s): Wall

2. APPROVAL OF AGENDA

A Approval of agenda

Administering Agent/General Manager Pedersen indicated that there were no proposed changes to the agenda.

On a motion by Director Renger, seconded by Director Paule, the Board voted 7-0 to approve the agenda as presented. Motion carried as follows:

AYES: Director(s): Polan, Renger, Peterson, Caspary, McReynolds, Orkney, and Paule

NOES: Director(s): None

ABSENT: Director(s): Steinhardt, Iceland (Both arrived after a vote on this item was taken) and Wall

3. PUBLIC COMMENTS

There were no public comments.

4. CONSENT CALENDAR

A Minutes: Regular Meeting of September 2 , 2014. Approve

Director Polan moved to approve the minutes of August 4, 2014 as presented. Director Orkney seconded. Motion carried as follows:

AYES: Director(s): Polan, Renger, Peterson, Caspary, McReynolds, Orkney, and Paule
NOES: Director(s): None
ABSENT: Director(s): Steinhardt, Iceland (Both arrived after a vote on this item was taken) and Wall

5. **ACTION ITEMS**

A Rancho Las Virgenes Third Digester Construction: Approval of Scope Change for Professional Services During Construction and Change Order No. 5.

Authorize the Administering Agent/General Manager to execute a Change in Scope Agreement in the amount of \$71,580.00 with Kennedy/Jenks Consultants for additional professional services during construction and staff training start-up and operation of the new facility; approve Change Order No. 5 in the amount of \$29,952.46 to Pacific Hydrotech Corporation for additional work associated with eight work directives, and approve a budget and appropriation increase in the amount of \$121,445 to CIP Job No. 10487 for the Rancho Las Virgenes Third Digester Project.

Administering Agent/General Manager Pedersen stated that the project will be completed by the end of September, with start-up activities commencing shortly thereafter; stated that Kennedy/Jenks had requested an augmentation to the Professional Services Agreement based on two reasons: 1) there was a higher level of effort that was required for the construction engineering and management services provided to date; that they had reviewed 214 submittals and resubmittals versus 130 submittals and resubmittals as outlined in the scope of work; 2) they had prepared responses to 115 Requests for Information (RFI's) to date versus the 110 RFI's included as part of the scope; and 3) that they had reviewed the indirect fired boiler documentation with the supplier and prepared the SCAQMI permit.

Administering Agent/General Manager commented that those three components make up part 1 of their request; stated that part 2 of the request is related to the duration increase in that the original contract, which was due for completion on June 21, and that the project is now about three months behind schedule according to the original target date; explained the reason for the higher amount as part of the request and what these funds will be used for in relation to the project.

Director Orkney expressed concerns with the change order and stated that the requested amounts seem significant and asked whether or not they are justified and/or if this was something that could have been foreseen.

Administering Agent/General Manager Pedersen stated that the request is justified due to the amount of work and that Kennedy/Jenks has been diligent in managing the allocated budget.

There were additional comments from Board members including a request that future projects include a budget line-item for training and start-up costs; the number of change orders associated with every project; whether or not CIP projects include a contingency amount and liquidated damages; as well as a process to memorialize some of the training aspects of this project.

Director Peterson moved to accept staff's recommendation. Motion seconded by Director McReynolds. Motion carried by the following vote:

AYES: Director(s): Polan, Renger, Peterson, Steinhardt, Caspary, McReynolds, Orkney, and Paule
NOES: Director(s): None
ABSTAIN: Director(s): Iceland

B Hatch Water Information Management System Software Implementation: Authorization to Issue Purchase Order.

Approve a budget appropriation of \$32,350 to CIP Job No. 10552, Miscellaneous IT Capital Purchases, and authorize the Administering Agent/General Manager to issue a purchase order to Hatch Company in the amount of \$32,350 for installation, configuration and training of software to take advantage of additional functionality of the Water Information Management System.

Administering Agent/General Manager Pedersen explained that this item pertains to a computerized data management system that it is used to assist the JPA in completing the NPDES reporting requirements; spoke about water monitoring requirements to demonstrate compliance with federal and state guidelines and regulations, including the California Integrated Water Quality System (CIWQS).

Mr. Pedersen further stated that the new software will assist staff in manipulating the data to provide further compliance with mandated reporting requirements; will provide for greater functionalities and efficiencies in processing and collecting the data thus allowing staff to focus on other critical tasks.

There were several questions from the Board relative to time and hours dedicated to the manual processes associated with the data collection and related tasks; whether or not there will be budget savings due to efficiencies achieved with the software; whether or not the JPA will receive further software versions or new releases, etc.

Brett Dingman, Water Reclamation Manager and Dave Pedersen, Administering Agent/General Manager explained that the software will allow for further efficiencies, accuracy and that the staff hours that could potentially be saved will allow staff to focus on other tasks.

Director Steinhardt moved to table this item until 1) staff can provide information as to how the hours that will be freed up are to be used; and 2) have staff provide information on the government regulations that require this type of monitoring and reporting. Motion seconded by Director Polan. Motion failed for lack of quorum by the following roll call vote:

AYES: Director(s): Polan and Steinhardt
NOES: Director(s): Renger, Peterson, Caspary, McReynolds, Orkney, Paule, and Iceland
ABSTAIN: Director(s): None

Following the vote, there were additional questions from the Board relative to greater efficiencies and the effective use of the time savings for other tasks.

Director Peterson moved to accept staff's recommendation. Motion seconded by Director Orkney. Motion carried by the following vote:

Director Iceland reported that he was not going to recuse himself, but that for purposes of full disclosure that the software at his company is from Perkin Elmer and he had been an employee of that company for two-and-a-half years; he no longer works for them and owns a minor amount of stock in that company.

AYES: Director(s): Polan, Renger, Peterson, Caspary, McReynolds, Orkney, Paule, and Iceland
NOES: Director(s): Steinhardt
ABSTAIN: Director(s): None

C Financial Review: Fourth Quarter of Fiscal Year 2013-2014

Receive and file the Financial Review of the Fourth Quarter of Fiscal Year 2013-14.

Administering Agent/General Manager Pedersen presented a high level overview of the fourth quarter financial review and turned the staff presentation over to Don Patterson, Director of Finance and Administration for further explanation.

There were several questions from the Board on specific items including Capital Improvement Projects;

Administering Agent/General Manager Pedersen further clarified the percentages listed. Don Patterson, Director of Finance and Administration explained the meaning of the various columns included in the Capital Improvement Projects report.

Director Renger moved to receive and file. Motion seconded by Director Iceland. Motion carried unanimously.

6. BOARD COMMENTS

Director Paule reported on having attended the CASA Conference in Monterey and found it to be very interesting and referenced the presentation by Mr. Jordan Dorfman of the EPA and the panel discussion of how to become more effective and collaborative when working with regulators.

Director Polan commented on possibly meeting on a quarterly basis with other colleagues such as those with the NGOs.

Director Orkney also commented on the CASA conference; she attended and stated she had found it valuable; found the presentation of Black & Veach valuable.

Director Steinhardt commented on the vote taken earlier regarding an item that would make staff's work more efficient and that when these projects are presented to the Board valid questions need to be asked in terms of why staff is proposing to make certain aspects of their work more efficient and what is to be done with the hours that could potentially be freed-up.

7. ADMINISTERING AGENT/GENERAL MANAGER REPORT

Administering Agent/General Manager reported on two items: 1) the release of an RFP for recycled water seasonal storage (roadmap and schedule), which staff has done; and 2) exceedences of the effluent limitations for Tapia and that staff is still in discussions with the Regional Board staff and District Counsel Lemieux.

8. FUTURE AGENDA ITEMS

Director Orkney requested that the endorsement of the Water Bond be on the next agenda.

9. INFORMATION ITEMS

- A Recycled Water Reservoir No. 2 Improvements: Call for Bids**
- B Malibu Creek Discharge Avoidance: Tapia Effluent Alternatives Study**
- C Water Bond: Water Quality, Supply and Infrastructure Improvement Act of 2014**
- D Board Meeting Follow-up items.**

Chairman Caspary asked that the Administering Agent/General Manager brief the Board on Item 9B.

Administering Agent/General Manager Pedersen explained that this item was a request from Director

McReynolds at the last JPA meeting; spoke about the key studies that were done on Creek avoidance.

10. PUBLIC COMMENTS

None.

The Board took a brief recess at 6:20 p.m. and reconvened at 6:23 p.m.

11. CLOSED SESSION

The Board recessed to closed session at 6:23 p.m., and reconvened to open session at 6:37 p.m.

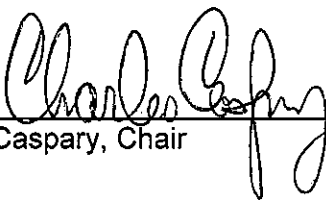
General Counsel Lemieux reported that the Board had met in closed session to receive a brief update on the item listed on the agenda, but there are no reportable actions.

A. Conference with District Counsel- Existing Litigation pursuant to Government Code Section 54956.9 (a).

1. Las Virgenes – Triunfo Joint Powers Authority v. United States Environmental Protection Agency and Heal the Bay, Inc. v. Lisa P. Jackson

12. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at 6:40 p.m.



Charles Caspary, Chair

ATTEST:



Steven Iceland, Vice Chair