



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

MINUTES
REGULAR MEETING

5:00 PM

November 25, 2014

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Board President, Charles Caspary.

1. CALL TO ORDER AND ROLL CALL

A Call to order and roll call

The meeting was called to order at **5:00p.m.**, by Board President Caspary in the District offices. Daryl Betancur, Clerk of the Board conducted the roll call.

Present: Directors, Polan, Renger, Steinhardt, Peterson and Board President Caspary.

Absent: None

Staff Present: David Pedersen, General Manager
Daryl Betancur, Clerk of the Board
David R. Lippman, Director of Facilities and Operations
Carlos Reyes, Director of Resource Conservation and Public Outreach
Don Patterson, Director of Finance and Administration
Keith Lemieux, District Counsel

2. APPROVAL OF AGENDA

A Approval of agenda

District Counsel Lemieux informed the Board he had no report on item 12 B; therefore, there was no need to address that item. Board President Caspary accordingly entertained a motion to approve the agenda with the deletion of item 12B from closed session.

Director Steinhardt commented that the item he had requested regarding consideration of Veteran's Day as a holiday was not on the agenda as he had requested. Board President Caspary stated that such request will be addressed in the context of the labor negotiations that are taking place and is included in the closed session as item 12A.

Director Renger moved to approve the agenda with the deletion of the closed session item(s). Motion seconded by Director Polan. Motion carried by the following vote:

AYES: Director(s): Polan, Renger, Peterson and Board President Caspary
NOES: Director(s): Steinhardt
ABSTAIN: Director(s): None

3. PUBLIC COMMENTS

General Manager Pedersen introduced Mr. Eric Maple, Associate Engineer who recently joined the District.

Norm Buehring addressed the Board relative to the issue of conservation, water resources, and shared that the water industry is getting tougher due to all the challenges facing the Board; spoke about the fact that conservation alone is not the answer to the drought problem; that a lot of money would need to be spent to enhance the infrastructure and come up with alternatives that may enhance the viability of the District.

4. CONSENT CALENDAR

A List of Demands: November 25, 2014 Approved

B Monthly Investment Report as of October 31, 2014 Received and Filed

C Supply and Delivery of Water Meters. Award of Bid. Approved

Accept the bid from Zenner USA, and authorize the General Manager to execute a one-year contract, in the amount of \$23,656.17, for the annual supply and delivery of positive displacement and multi-jet meters (Bid Item Nos. 1 to 10); and accept the bid from Metron-Farnier, LLC and authorize the General Manager to execute a one-year contract, in the amount of \$5,638.06, for the annual supply of single-jet style meters (Bid Item Nos. 13 to 15).

D Supply and Delivery of Ferric Chloride: Award of Bid

Accept the bid from Kemira Water Solutions, Inc., and authorize the General Manager to execute a one-year contract, in the amount of \$69,487.50, with three one-year renewal options, for the annual supply and delivery of ferric chloride.

E Information Technology Network Switch Systems Upgrade; Request for Bids Approved

Authorize a Request for Bids for the purchase of a new network switch system to improve the efficiency and reliability of the District's Information Technology Network.

Director Peterson moved to approve the consent calendar as presented. Motion seconded by Director Renger. Motion carried unanimously.

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Proclamation Recognizing Service of Director Barry Steinhardt

Board President Caspary presented a proclamation to Director Steinhardt and thanked him for his service on behalf of the Board.

B Legislative and Regulatory Updates

General Manager Pedersen updated the Board on issues related to the State Water Resources Control Board.

C Water Supply Conditions and Drought Response.

General Manager Pedersen spoke about the bi-weekly Office of Emergency Services (OES) drought briefing; spoke about the key reservoir levels and trends as it related to snowpack.

6. TREASURER

Director Polan commented that he had met with Finance and Administration Director Patterson since he had some questions and upon further review, he found everything in order.

7. FACILITIES AND OPERATIONS

A 30-Inch Potable Water Main Break: Declaration of Emergency

Declare the 30-inch potable water main break on Valley Circle Boulevard in West Hills an emergency requiring immediate action without delay.

General Manager Pedersen spoke briefly about the break, stating that it is part of the LV1 connection pipeline along Valley Circle Boulevard and was discovered on December 11, and needed to be isolated without interrupting service.

Director Steinhardt moved to approve. Motion seconded by Director Renger. Motion carried unanimously.

B Headquarters Building No. 8 Air Conditioning Unit Replacement: Construction Award

Award a construction contract to Air West Mechanical Construction, Inc., in the amount of \$263,000, including the optional bid item related to mechanical controls integration and upgrade; reject all remaining bids upon receipt of the duly executed contract documents; and approve an additional appropriation of \$26,300 for CIP Job No. 10543 to provide a 10% contingency for potential change orders during construction of the Headquarters Building No. 8 Air Conditioning Unit Replacement Project.

Eric Schlageter presented the staff report and stated that four bids were submitted; spoke about the basis of the award and the bid having an optional item; commented that the bid amount is within the budget; a protest was submitted by Bonaire Incorporated, which was the second lowest bid; item was vetted through District Counsel who concurred with staff's selection of the recommended lowest bidder.

Director Peterson moved to approve. Motion seconded by Director Renger. Motion carried unanimously.

C Las Virgenes Canyon Road Easement Reservation and Agreement Regarding Use of Easement

Approve and accept the reservation of an easement within the area proposed to be vacated along Las Virgenes Canyon Road near Muse School, and approve the Agreement regarding use of the easement between the District and Anglin Classics, LLC.

General Manager Pedersen spoke about the location of the easement; stated that this item includes: 1) a reservation of an easement within the area to ensure the District has continued access to those facilities; and 2) an agreement between the District and the property owner.

Director Renger moved to approve. Motion seconded by Director Peterson. Motion carried

unanimously.

D SCADA Communications Upgrade Phase 1: Reject Bids and Authorize Revision of Plans and Specifications and New Call for Bids.

Reject all bids for the SCADA Communications Upgrade Phase 1 Project: authorize the General Manager to approve a change of scope to MSO Technologies, Inc., in the amount of \$11,200, to revise the plans and specifications; and authorize a new call for bids for the project based on the revised bid package.

David Lippman, Director of Facilities and Operations presented the staff report and addressed questions from the Board relative to the bidding process. There was a lengthy discussion about why the bids came back high.

Director Peterson moved to approve. Motion seconded by Director Renger. Motion carried by the following vote:

AYES: Director(s): Polan, Renger, Peterson and Board President Caspary
NOES: Director(s): Steinhardt
ABSTAIN: Director(s): None

E Award of Fiscal Year 2014-15 Vehicle Replacement Program

Authorize the General Manager to issue purchase orders to Paradise Chevrolet of Ventura, in the amount of \$91,677.24, for four Chevrolet 1500 pick-up trucks and Fritts Ford of Riverside, in the amount of \$64,055.00, for two Ford F-250 utility body service trucks; and declare six high mileage/older vehicles as surplus equipment for auction.

General Manager Pedersen stated that this is part of the District's vehicle replacement program and spoke about the bid process and where the vehicles were to be purchased from and how the District disposes of surplus vehicles.

Director Polan moved to approve. Motion seconded by Director Renger. Motion carried unanimously.

F Tapia Primary Clarifier No. 1 Rehabilitation Project: Final Acceptance

Waive liquidated damages related to delays in completing the project; authorize the execution of a Notice of Completion by the Secretary of the Board and have the same recorded; and, in the absence of claims from subcontractors and others, release the retention, in the amount of \$24,140.32, thirty calendar days after filing Notice of Completion for the Tapia Primary Clarifier No. 1 Rehabilitation Project.

General Manager Pedersen stated that the work was recently completed and provided a status report relative to the change orders; and spoke about the provision for liquidated damages in relation to the delays experienced.

There were a couple of questions from the Board regarding the issues surrounding the delays, the drawings and what would happen if a lien were to be filed. General Manager Pedersen and District Counsel Lemieux commented that there were no liens that can be placed on public property.

Following a brief discussion on this item, the Board approved subject to staff holding a "lesson learned" meeting and incorporate those items when proceeding with work on the other clarifiers; in addition, the Board requested that staff update record drawings to show the proper size of the launders.

Director Steinhardt moved to approve. Motion seconded by Director Renger. Motion carried unanimously.

G Request to Award Annual Purchase Orders

Authorize the General Manager to issue annual purchase orders to the vendors listed on Exhibit 1 in the specified amounts for the period of January 1, 2015, through December 31, 2015.

General Manager Pedersen stated that every year staff comes to the Board to approve these purchase orders, which are recommended on a calendar year basis and with vendors the District routinely does business with.

A brief discussion took place with several questions from the Board. Board President Caspary asked about the 20K purchase order for California Hazardous Services work related to the fuel systems and inquired about whether or not he can be provided with a summary of the key items included in this purchase order as it seemed that he thought the amount should be less.

Director Peterson moved to approve. Motion seconded by Director Renger. Motion carried unanimously.

8. FINANCE AND ADMINISTRATION

A Customer Information Systems Software: Annual Support and Maintenance

Authorize the General Manager to renew the maintenance support agreement with Advanced Utility Systems, in the amount of \$67,340.84, for on-going support and maintenance services through December 31, 2015.

Director Renger moved to approve. Motion seconded by Director Peterson. Motion carried unanimously.

9. NON-ACTION ITEMS

A Organization Reports

(1) MWD

Director Peterson reported on MWD's meeting and stated that they had dedicated the plaza in memory of Jack Foley, past Chairman of the Board; spoke about the talk by the Secretary of Food and Agriculture Karen Ross; mentioned that MWD is increasing the amount of funds for conservation; spoke about the Bacon Island Levy Rehabilitation Project, which is being financed by a group of local, state and federal stakeholders.

(2) Other

None

B Director's Reports on Outside Meetings

Directors Renger and Polan reported on having attended the AWA breakfast on November 19 and commented that General Manager Pedersen had done a good job presenting on the issue of water budget-based rates. Board President Caspary stated that he had found Mr. Pedersen's presentation about water budget-based rates intriguing and had stimulated a great discussion afterwards.

Board President Caspary reported on a meeting he had attended for the permittees for the municipal stormwater permit; the local cities have been required to produce an enhanced watershed management plan by the Regional Board.

C General Manager Reports

(1) General Business

General Manager Pedersen reported on the last day for the creek prohibition discharge period; spoke about the 5-million gallon water tank, which is due to have the first pour for the roof on December 2; spoke about the activity at the site with heavy construction date and heavy traffic in the area; stated that the community has been notified about this increase in activity.

(2) Follow-Up Items

None

D Director's Comments

Director Polan commented he had met with General Manager Pedersen about water conservation.

10. FUTURE AGENDA ITEMS

The Board inquired about how to deal with Directors who are not re-elected to the Board in relation to per diem and travel expenses. Board President Caspary asked staff that when the Administrative Code and policy is revised related to Board expenses that this be included as part of that revision.

Director Polan suggested that staff look into creating more internship opportunities for students who are interested in pursuing careers in the water industry.

11. PUBLIC COMMENTS

There were no other public comments. However, Board President Caspary recognized students from UCLA who were in the audience and who came to learn about water related issues for a school paper.

Xiaoya Qiu spoke about taking a water management class taught by Mark Gold, former Chief Executive Officer of Heal the Bay; commented that they wanted to know about the water world and conduct research into water issues.

12. CLOSED SESSION

The Board took a short break before recessing to closed session at 6:57 p.m. and reconvened at 7:02 p.m.

After the break, the Board recessed to closed session at 7:02 p.m. and reconvened at 7:18 pm.

A Conference with Labor Negotiator (Pursuant to Government Code Section 5495.6)

Agency Designated Representative(s): David W. Pedersen, General Manager, Donald Patterson, Director of Finance and Administration; and Sherri Paniagua, Human Resources Manager.

Employee Organization(s): General and Office Units Represented by Service Employees International Union (SEIU), Local 721.

B Conference with District Counsel. Existing Litigation. Pursuant to Government Code Section 54956.9 (a)

1. San Diego County Water Authority v. Metropolitan Water District of Southern California, et al.
2. Las Virgenes- Triunfo Joint Powers Authority v. United States Environmental Protection Agency and Heal the Bay, Inc. v. Lisa P. Jackson.

District Counsel Lemieux stated that the Board had met in closed session to discuss the items listed on the closed session agenda, but there were no reportable actions taken.

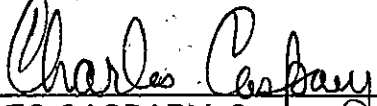
13. OPEN SESSION AND ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **7:20 p.m.**



GLEN PETERSON, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:



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

(SEAL)