



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

**MINUTES**  
**REGULAR MEETING**

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5:00 PM

July 14, 2015

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the flag was led by Stephen Bigilen.

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

The meeting was called to order at **5:05 p.m.** by President Peterson in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas CA 91302. Joanne Bodenhamer, Interim Clerk of the Board, conducted the roll call.

The following directors were in attendance:

Present: Director(s): Lewitt, Polan, Peterson and Renger  
Absent: Director(s): Caspary (arrived at 5:13 p.m.)

**2. APPROVAL OF AGENDA**

There were no changes made to the agenda.

On a motion by Director Polan and seconded by Director Renger, the Board voted unanimously to approve the Agenda as presented.

**3. PUBLIC COMMENTS**

Edward Gripp, landscape architect residing at 1449 Doral Circle in Thousand Oaks,

addressed the Board regarding the District's current 15-minute maximum runtime for irrigation systems; he stated that some types of sprinkler heads such as stream rotors require substantially longer runtimes, up to 45 minutes, because of the lower precipitation rate.

Director Caspary arrived at **5:13 p.m.**

A brief discussion took place and questions from the Board were answered; Director of Resource Conservation and Public Outreach, Carlos Reyes advised that for low precipitation nozzles, customers should be exempt from the 15-minute limitation.

Director Polan asked if the low precipitation nozzles are being treated in the same manner as drip systems (Reyes: yes).

Director Peterson commented that he does not think the low precipitation nozzles should be provided unlimited use, rather they should be allowed to water for an equivalent of the 15-minute limitation for fixed head nozzles.

John Jenkins of 29436 Mulholland Highway addressed the Board regarding the water shortage; he stated he has cut his water use by 50% by removing his turf; he was shocked when he read that that District had reduced its June 2015 water usage by 33% as compared to June 2013; he referenced visits to Lake Shasta and Lake Oroville, noting the very low water levels; he asked about contingency plans in the event water supplies from Northern California are unavailable; he also wanted to know who would pay the \$10,000 per day penalties from the state if the District is not able to achieve its mandated 36% reduction in water usage (i.e. all customers or just those who did not meet the goal).

Director Peterson extended an invitation for Mr. Jenkins to attend an upcoming MWD State Water Project Inspection Trip; Director Peterson also commented that MWD stores a substantial amount of water for periods of shortage.

#### **4. CONSENT CALENDAR**

- A List of Demands: July 14, 2015**
- B Minutes: Regular Meeting of March 24, 2015 and June 23, 2015**
- C Directors' Per Diem: June 2015**
- D Potable Water System Corrosion Control Study: Request for Proposals**

**Approve the release of a Request for Proposals for consultant services to perform a corrosion control study of the potable water system.**

- E Salary Schedule: Correction of Salary Range for GIS Coordinator and Network/Security Coordinator**

Pass, approve and adopt Resolution No. 2467, an amendment of Resolution No. 2466, establishing salaries for employees.

Resolution No. 2467

**AN AMENDMENT OF RESOLUTION NO. 2466 OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT ESTABLISHING SALARIES FOR EMPLOYEES**

On a motion by Director Renger and seconded by Director Caspary, the Board voted unanimously to approve the Consent Calendar as presented.

**5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS**

**A Legislative and Regulatory Updates**

General Manager Pedersen gave an overview, explaining that the State Water Resources Control Board had recently held a workshop on conservation water pricing in response to the Governor's Executive Order signed on April 1st; there was much discussion on budget-based and allocation-based rate structures; the District submitted a comment letter in support of maintaining rate setting as a local issue; on July 9th, the Science, Space and Technology Committee of the House of Representatives had a hearing entitled "Examining EPA's Regulatory Overreach"; the committee members questioned Gina McCarthy, EPA Administrator; in general, the Republican representatives were very critical of EPA, while the Democratic representatives spoke in support of the EPA; on the federal level, there is a proposal to seek support from Senator Dianne Feinstein to retooling the U.S. Bureau of Reclamation's Title XVI Program such that recommendations for starting new projects could be made by the Bureau, avoiding the current problem with the ban on earmarks.

**B Water Supply Conditions and Drought Response**

General Manager Pedersen reported that there had not been much change with respect to water supply conditions; however, the District's drought response had been spectacular with a 33% decrease in water usage when comparing June 2015 to June 2013; it is hoped that the 36% reduction target will be met by the end of the summer; in May 2105, the District reduced its demands by 28%, which was consistent with the statewide average; on July 8th, Metropolitan Water District issued a notification that its turf removal funds had been exhausted; as a result, the District issued a press release that its Mow No Mow Program had been discontinued; the state is working on a turf removal program, which is much smaller in scale financially as compared to MWD's program.

Discussion took place and questions of the Board were answered.

6. **TREASURER**

Director Lewitt stated that the Treasurer's report was in order.

7. **FACILITIES AND OPERATIONS**

**A Recycled Water Reservoir No. 2 Improvements: Final Acceptance**

**Approve 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 \$37,629.93, thirty calendar days after filing the Notice of Completion for the Recycled Water Reservoir No. 2 Improvement Project.**

General Manager Pedersen gave an overview of the item and stated that the project was completed and water had been put back in the reservoir; the shade balls had recently been installed; the District had a chance to test the shade balls when a Los Angeles County Fire Department helicopter came in and drew water from the reservoir; the shade balls did not interfere with the operations; water quality results from the reservoir have been more consistent, specifically turbidity; discharge limits have been in compliance with requirements.

Discussion took place and questions of the Board were answered.

On a motion by Director Lewitt and seconded by Director Renger, the Board voted unanimously to approve item 7A as presented.

**B Rehabilitation of Potable Water Pressure Reducing Stations: Award of Contract**

**Award a construction contract to A. Bates G.C., Inc., in the amount of \$88,900, for the rehabilitation of the Triunfo and Waterside Pressure Reducing Stations and reject all remaining bids upon receipt of duly executed contract documents.**

General Manager Pedersen gave an overview of the item and stated that the work involved two underground pressure reducing stations; both were installed 45 years ago and are in need of rehabilitation; three construction bids were received with the low bid from A. Bates in the amount of \$88,900.

On a motion by Director Polan and seconded by Director Caspary, the Board voted unanimously to approve item 7B as presented.

**C Five-Million Gallon Tank: Addition of Four Mature Oak Trees from the City of Agoura Hills for Improved Landscape Screening Purposes**

**Authorize the General Manager to issue a purchase order, in the amount of \$36,500 plus a 20% contingency, for a total of \$43,200 to Valley Crest Tree Company for the relocation of four mature oak trees from the City of Agoura Hills to the Five-Million Gallon Tank**

site.

General Manager Pedersen gave a brief overview of the item, stating that the project is close to completion with most of the landscaping installed; the project provides aesthetic features for screening of the tank and the unique opportunity came up to improve the screening while saving some local oak trees; Technical Services Manager, John Zhao was asked to give more information on the item.

Mr. Zhao presented a PowerPoint presentation that showed pictures of the trees proposed to be replanted at the Five-Million Gallon Tank; staff worked with a landscape architect to determine which trees could be removed due to the Agoura Road Widening Project and replanted at the tank site.

Discussion took place and questions of the Board were answered.

On a motion by Director Caspary and seconded by Director Renger, the Board voted unanimously to approve item 7C as presented.

## 8. FINANCE AND ADMINISTRATION

### A Annual Printing Services: Award

**Accept the bids from MP Printing & Mailing for Category Nos. 1, 3 and 4, and from Excel Print Resources for Category No. 2 of the annual printing services, and authorize the General Manager to approve annual purchase orders with for not-to-exceed amounts of \$72,500 and \$2,500, respectively, with four one-year renewal options.**

General Manager Pedersen gave an overview of the item, stating that a request for bids for printing services was put out with four different categories of printing with the award going to the lowest bidder in each category; MP Printing and Mailing was the lowest in Categories Nos. 1 (billing), 3 (brochures) and 4 (miscellaneous printing); Excel Print Resources was the lowest for Category No. 2 (letterhead).

On a motion by Director Caspary and seconded by Director Renger, the Board voted unanimously to approve item 8A as presented.

### B Adopted Financial Policies: Update

**Adopt the proposed Financial Policies, incorporating updates to reflect current and best business practices.**

General Manager Pedersen gave an overview of the item, stating there were three updates, which were all discussed in concept with the Board at the Strategic Planning Workshop.

Brief discussion took place and questions of the Board were answered.

On a motion by Director Caspary and seconded by Director Polan, the Board voted unanimously to approve item 8B as presented.

9. **RESOURCE CONSERVATION AND PUBLIC OUTREACH**

**A Meter Reading Services: Award**

**Accept the bid from Alexander's Contract Services, Inc., and authorize the General Manager to execute a one-year agreement, in the amount of \$172,272, to provide meter reading services.**

General Manager Pedersen gave an overview of the item, stating that the item was to award a contract for temporary outside meter reading services for budget-based rates to transition from bi-monthly billing to monthly billing.

Discussion took place and questions of the Board were answered.

On a motion by Director Renger and seconded by Director Caspary, the Board voted unanimously to approve item 9A as presented.

10. **INFORMATION ITEMS**

**A Claim from G&W Ventures: Las Virgenes Chevron**

No discussion took place on this item.

11. **NON-ACTION ITEMS**

**A Organization Reports**

- (1) MWD Representative Report/Agenda(s)

Director Peterson reported that the MWD Board had voted to acquire 12,000 acres of land in Palo Verde Irrigation District (PVID); this action will ensure that the Colorado River will have at least 100,000 acre feet of water from PVID to keep the Colorado River Aqueduct full; MWD had previously owned 9,000 acres of PVID land that was purchased from San Diego Gas and Electric in the 2000s; this purchase will make MWD the largest land owner in PVID with a total of 21,000 acres.

- (2) Other

Director Caspary reported on the Los Angeles Regional Water Quality Control Board meeting he attended; five NPDES Permits were amended at the meeting and approval was granted for the use of the Calleguas Municipal Water District Salinity Management Pipeline to convey water from the City of Oxnard's advanced water treatment facility to local farmers.

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

None.

## **C General Manager Reports**

### (1) General Business

General Manager Pedersen reported that District headquarters had lost power and that Southern California Edison (SCE) was working diligently to restore service; SCE estimated being done by midnight; the City of Calabasas began the Las Virgenes Road Scenic Corridor Completion Project, which includes installing a signal in front of District headquarters and improving the turn pockets; drought surveys and questionnaires were sent out to customers and the District received over 3,000 replies to-date.

### (2) Follow-Up Items

General Manager Pedersen reported that Villa Esperanza had been working on installing the water conservation demonstration garden at headquarters; a recommendation for the Board of Directors norms or code of conduct was being prepared; Mr. Reyes was looking into a proposed intern program; Mr. Lippman was looking into the health of the Russell Valley Basin.

## **D Director's Comments**

Director Polan asked about the District's policy for making adjustments to landscaped areas for budget-based rates (Pedersen: the initial number was printed on the questionnaires; in some cases the number was not correct, so the focus has been to determine the correct number; in some cases, customers have assisted by showing their work and in other cases research had to be done). (Reyes: different customers have varied skill in using the computer for determining irrigated areas; for those who can do it, they are encouraged to do so, but others are told to print a map, mark the landscaped areas and mail it back to the District; the District will then assist in determining the areas; it varies from customer to customer.)

## **12. FUTURE AGENDA ITEMS**

Director Renger asked for a future agenda item to discuss how water budgets account for areas that are "sparsely irrigated".

## **13. PUBLIC COMMENTS**

None.

## **14. CLOSED SESSION**

The Board recessed to closed session at 6:35 p.m. and reconvened to open session at 7:53 p.m.

### **A Conference with Labor Negotiator (Government Code Section 54957.6):**

Agency Designated Representative: David W. Pedersen, General Manager; Donald Patterson, Director of Finance and Administration; Sherri Paniagua, Human Resources Manager; and Peter Brown, Liebert Cassidy Whitmore

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

**B Conference with District Counsel – Existing Litigation (Government Code Section 54956.9(a)):**

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

**15. OPEN SESSION AND ADJOURNMENT**

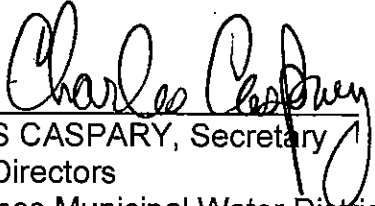
No reportable action was taken in closed session. Seeing no further business to come before the Board, the meeting was duly adjourned at **7:54 p.m.**





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

ATTEST:



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

(SEAL)