



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

**MINUTES**  
**REGULAR MEETING**

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9:00 AM

September 15, 2020

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Keith Lemieux.

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

The meeting was called to order at **9:00 a.m.** by Board President Lewitt via teleconference in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. The meeting was conducted via teleconference pursuant to the provisions of the Governor's Executive Order, N-29-20, which suspended certain requirements of the Ralph M. Brown Act to support social distancing guidelines associated with response to the coronavirus (COVID-19) outbreak. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Jay Lewitt, Lynda Lo-Hill, Len Polan, and Lee Renger

Absent: None

Staff Present: David Pedersen, General Manager  
Joe McDermott, Director of Engineering and External Affairs  
Don Patterson, Director of Finance and Administration  
John Zhao, Director of Facilities and Operations  
Josie Guzman, Clerk of the Board  
Keith Lemieux, District Counsel

**2. APPROVAL OF AGENDA**

Director Lo-Hill moved to approve the agenda. Motion seconded by Director Renger.

Motion carried unanimously.

**3. PUBLIC COMMENTS**

Don Patterson, Director of Finance and Administration, introduced Valerie Bueno, who was recently hired as an Administrative Assistant. Ms. Bueno stated that she was looking forward to the opportunity to work for the District.

Ursula Bosson, Customer Service Manager, introduced Albert Silva, who was recently hired as a Customer Service Representative. Mr. Silva stated that he was very excited to work for the District.

Ms. Bosson also introduced Rachel Wright, who was recently hired as a Customer Service Representative. Ms. Wright stated that she was looking forward to working for the District.

**4. CONSENT CALENDAR**

- A List of Demands: September 15, 2020: Receive and file**
- B Minutes Regular Meeting of September 1, 2020: Approve**
- C Directors' Per Diem – August 2020: Ratify**
- D Westlake Filtration Plant Woolsey Fire Repairs: Approval of Scope Change**

**Authorize the General Manager to approve proposed Scope Change No. 2, in the amount of \$9,175, for M6 Consulting, Inc., to provide additional electrical design work for repairs at the Westlake Filtration Plant.**

Director Polan moved to approve the Consent Calendar. Motion seconded by Director Lo-Hill. Motion carried unanimously.

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

**A Legislative and Regulatory Updates**

Joe McDermott, Director of Engineering and External Affairs, provided an update regarding staff's response to South Coast Air Quality Management District's (SCAQMD) proposal to change its rules dealing with exceeding runtime limits during a Public Safety Power Shutoff (PSPS) event and addressing testing and maintenance. He reported that District staff would wait on working towards introducing new legislation in the next legislative session with the condition that reasonable progress be made on a rule change by the end of the calendar year. He also stated that should SCAQMD not have a rule change ready by the end of the calendar year, then staff would pursue legislation.

**B Water Supply Conditions Update**

No additional update as provided.

6. **TREASURER**

Director Lo-Hill stated that the Treasurer's report was in order.

7. **BOARD OF DIRECTORS**

**A Response to Coronavirus (COVID-19) Pandemic: Continuation of Emergency**

**Approve the continuation of an emergency declaration for response to the coronavirus (COVID-19) pandemic.**

Ursula Bosson, Customer Service Manager, presented the report and noted the number of high water users who have defaulted on their payment plans.

Director Polan moved to approve Item 7A. Motion seconded by Director Lo-Hill.

A discussion ensued regarding concerns with the inability to collect payment from delinquent accounts, expected challenges with collecting delinquent payments, and bringing accounts into good standing after the moratorium is lifted.

Board President Lewitt suggested that staff contact high water users with delinquent accounts to encourage placing them on payment plans and to recommend ways to reduce their water usage.

Motion carried unanimously.

8. **ENGINEERING AND EXTERNAL AFFAIRS**

**A Calleguas-Las Virgenes Interconnection Project: Construction Award**

**Accept the request from Toro Enterprises, Inc., to withdraw its bid due to a clerical error; authorize the General Manager to execute a construction contract with Sully-Miller Contracting Company, in the amount of \$4,683,270.55; accept the proposal from Cannon Corp Engineering Consultant and authorize the General Manager to execute a professional services agreement, in the amount of \$265,990, for construction management and inspection services; appropriate an additional \$500,000 in funding; and authorize the General Manager to execute a Memorandum of Agreement with the City of Westlake Village for reimbursement for street repaving and fiber optic work for the Calleguas-Las Virgenes Interconnection Project.**

General Manager David Pedersen provided introductory remarks and noted that the cost of the project would also be offset by a \$1.98 million Proposition 84 Integrated Regional Water Management Grant.

Oliver Slosson, Senior Engineer, presented the report.

Director Lo-Hill moved to approve Item 8A. Motion seconded by Director Caspary.

Anthony Goff, General Manager of Calleguas Municipal Water District, congratulated the District and the Las Virgenes – Triunfo Joint Powers Authority on the grand opening of the Pure Water Demonstration Facility. He spoke in support of the Calleguas-Las Virgenes Interconnection Project construction award.

Motion carried unanimously.

**B Rancho Solar Field Facility Landscaping Project: Call for Bids**

**Authorize the issuance of a call for bids for the Rancho Solar Field Facility Landscaping Project.**

Oliver Slosson, Senior Engineer, presented the report.

Director Caspary moved to approve Item 8B. Motion seconded by Director Polan.

John Zhao, Director of Facilities and Operations, responded to questions regarding the grading, berm construction, and possible use of compost instead of mulch by stating that the berm was already constructed and dirt was stockpiled during grading activities. He noted that it was the intent to use compost to fertilize the landscaping. He also responded to a question regarding the proposed landscaping plant materials by stating that native plant materials would be installed similar to the plants that were installed at the 5-Million-Gallon Tank site. He also responded to a question regarding whether public outreach was conducted to neighboring residents who previously expressed concern regarding the aesthetics of the solar field by stating that approximately 1,500 to 2,000 postcards were mailed to neighboring residents and only one resident responded indicating that she was satisfied with the landscaping plans.

Board President Lewitt requested that the neighboring residents be informed that the District was keeping its promise to landscape the Rancho Solar Field Facility.

Joe McDermott, Director of Engineering and External Affairs, responded to a question regarding whether the neighboring residents could be contacted via text message by stating that the District recently entered into an agreement with Everbridge, which would have the ability to send electronic messages to District customers.

Motion carried unanimously.

**C 2020 Urban Water Management Plan: Award**

**Accept the proposal from Stantec Consulting Services, Inc., and authorize the General Manager to execute a professional services agreement, in the amount of \$64,023, for preparation of the 2020 Urban Water Management Plan.**

Oliver Slosson, Senior Engineer, presented the report.

Director Polan moved to approve Item 8C. Motion seconded by Director Lo-Hill.

Mr. Slosson responded to a question regarding the timeline to complete the Urban Water Management Plan by stating the plan would be submitted to the Department of Water Resources by June 2021. He noted that the plan would be presented to the Board for review in February 2021.

Mr. Schlageter, Principal Engineer, responded to a question regarding whether data from the rate review process would be incorporated into the plan by stating that any changes, updates, and new requirements from the Department of Water Resources would be addressed in the plan. General Manager David Pedersen added that information from Metropolitan Water District of Southern California regarding its water supplies would be shared with the District, which would also be incorporated into the plan.

General Manager David Pedersen responded to a question regarding any changes to the Department of Water Resources' process since the Division of Drinking Water was now under the State Water Resources Control Board by stating that the main changes were a result of the passage of SB 606 and AB 1668, which established standards for water use efficiency. He noted that these legislative packages included changes to the Urban Water Management Plan primarily related to drought preparedness.

Motion carried unanimously.

## 9. NON-ACTION ITEMS

### A Organization Reports

None.

### B Director's Reports on Outside Meetings

Director Lo-Hill noted that she was registered for the WaterReuse Virtual Symposium, which was taking place that same day, and she inquired whether she could view the recording at a later date and claim per diem compensation. Keith Lemieux, District Counsel, confirmed that the Board had previously agreed that Board members would be eligible to claim per diem compensation days for the days they participate in conferences if they were registered.

### C General Manager Reports

#### (1) General Business

General Manager David Pedersen acknowledged the Board and staff for their efforts on the Pure Water Demonstration Facility ribbon-cutting ceremony. He noted that he received much positive feedback. He also noted that the video recording of the ceremony

was posted on the District's website, as well as on ourpureh2o.com. He also reported that the WaterReuse Virtual Symposium was taking place September 14 through 16, 2020, and recorded sessions would be available for viewing up to one month after the event for registered participants. He noted that he sent a copy of the program to the Board highlighting recommended sessions.

(2) Follow-Up Items

General Manager David Pedersen noted that the repairs to the cracks in the Las Virgenes Reservoir spillway would be completed before winter, and staff would bring back a report and share photographs of the repair work at a future Board meeting. He also noted that future COVID-19 data reports would include the number of high water users who have defaulted on their payment plans. He reported that the District employee who had tested positive for COVID-19 had returned to work, and five employees who were identified through contact tracing as having had contact with this employee would return to work this week. He stated that the measures taken to separate and isolate the different work groups helped to ensure there was not a significant impact to the District. He noted that future agenda items would include a report on water quality issues related to Las Virgenes Reservoir and a report for the JPA meeting regarding a mascot for the Pure Water Project Las Virgenes-Triunfo.

**D Directors' Comments**

Board President Lewitt acknowledged staff on their efforts for the Pure Water Demonstration Facility ribbon-cutting ceremony. He noted that Senator Henry Stern and City of Westlake Village Councilmember Brad Halpern were very impressed with the facility. He encouraged staff to provide private tours to elected officials and key community leaders.

Director Lo-Hill congratulated District staff on the successful Pure Water Demonstration Facility ribbon-cutting ceremony. She suggested that environmental leaders be invited to tour the facility.

Director Caspary acknowledged staff on their efforts for the Pure Water Demonstration Facility. He noted that the project was a culmination of many years of work and would be a great benefit for District customers.

**10. FUTURE AGENDA ITEMS**

None.

**11. PUBLIC COMMENTS**

None.

**12. CLOSED SESSION**

None.

**13. OPEN SESSION AND ADJOURNMENT**

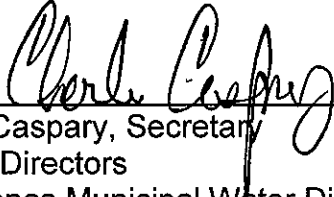
Seeing no further business to come before the Board, the meeting was duly adjourned at **9:59 a.m.**



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Jay Lewitt, 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)