



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

MINUTES
REGULAR MEETING

9:00 AM

July 5, 2023

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Ursula Bosson.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **9:00 a.m.** by Board President Lewitt in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Gary Burns, Charles Caspary, Andy Coradeschi, Jay Lewitt, and Len Polan.

Absent: None

Staff Present: John Zhao, Acting General Manager/Director of Facilities and Operations
Joe McDermott, Director of Engineering and External Affairs
Ivo Nkwenji, Acting Director of Finance and Administration/Information Systems Manager
Josie Guzman, Clerk of the Board
Steven O'Neill, District Counsel

2. APPROVAL OF AGENDA

Director Caspary moved to approve the agenda. Motion seconded by Director Coradeschi. Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan
NOES: None

ABSTAIN: None
ABSENT: None

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

A List of Demands: July 5, 2023: Receive and file

B Minutes Regular Meeting of June 20, 2023: Approve

C Monthly Cash and Investment Report: May 2023

Received and filed the Monthly Cash and Investment Report for May 2023.

D Annual Blanket Purchase Order with Grainger Industrial Supply: Authorization

Authorize the General Manager to issue a purchase order to Grainger Industrial Supply, in an annual amount not to exceed \$100,000, with four one-year renewal options, for the purchase and delivery of a wide variety of industrial supplies under the Sourcewell cooperative agreement.

Director Coradeschi moved to approve the Consent Calendar. Motion seconded by Director Polan. Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Water Supply Conditions Update

Joe McDermott, Director of Engineering and External Affairs, reported that the allocation from the State Water Project remained at 100 percent; Lake Oroville and San Luis Reservoir were at peak capacity; and Lake Powell gained 2.5 million acre-feet of water during the past month.

6. TREASURER

Director Coradeschi stated that the Treasurer's Report was in order.

7. ENGINEERING AND EXTERNAL AFFAIRS

A Twin Lakes Pump Station Pipeline Project: Scope Change No. 3

Authorize the General Manager to execute Scope Change No. 3, in the amount of \$31,500, to Hamner, Jewell, and Associates, for additional easement acquisition support services for the Twin Lakes Pump Station Pipeline Project.

Mercedes Acevedo, Associate Engineer, presented the report.

Director Polan moved to approve Item 7A. Motion seconded by Director Caspary.

A discussion ensued regarding easement and agreement negotiations with Los Angeles County Flood Control District; the request from the County for a five-year rental agreement rather than an easement due to an upcoming County project; the County allowing the District to obtain an easement following completion of the County project; the District's legal counsel assisting with the easement and agreement negotiations; and time extensions that could be granted to the proposed rental agreement.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

B Digital Marketing and Advertising: Authorization

Authorize the General Manager to execute a one-year agreement with AdTaxi, in the amount of \$127,500, for digital advertising services.

Mike McNutt, Public Affairs and Communications Manager, presented the report.

Director Coradeschi moved to approve Item 7B. Motion seconded by Director Burns.

Mr. McNutt responded to questions regarding keeping pre-roll videos on YouTube and other video platforms short in duration, and maintaining transparency to customers regarding the District's efforts to diversify water sources and capital improvement projects.

A discussion ensued regarding the use of printed newspaper articles and digital advertising for outreach; the use of QR codes for customers' ability to obtain printed materials; obtaining analytic information targeting advertising towards mobile devices versus computers; obtaining ratepayers' demographic information to assist in determining the use of printed versus digital outreach; rotating very brief one-line, pre-roll videos on video platforms; posting the QR code for the Full Circle Podcast in prominent places; and data regarding the number of customers who receive paper bills who pay electronically.

Motion carried 5-0 by the following vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

8. **NON-ACTION ITEMS**

A Organization Reports

Director Caspary reported that the next Association of California Water Agencies (ACWA) State Legislative Committee Meeting would be held virtually on July 14th. He noted that he would be on vacation at that time, and Jeremy Wolf, Legislative Program Manager, would attend the meeting as his Alternate.

B Director's Reports on Outside Meetings

Director Coradeschi reported that he attended the ACWA Region 10 Program and Tour on June 29th, which included presentations regarding Navigating Regulatory and Funding Hurdles for Infrastructure Project Success, Partnering to Achieve California's Water Supply Strategy, and a tour of Pure Water Oceanside. He noted that Mark Toy, General Manager of Yorba Linda Water District, provided a presentation regarding collaborative decision-making, petitioning to be placed in a different region of the U.S. Army Corps of Engineers, and having California do better in seeking federal funds similar to the Mississippi River states, which have received federal funding for projects on an annual basis since the 1800s.

Director Polan reported that he also attended the ACWA Region 10 Program and Tour. He stated that he learned that the Mississippi River states have an annual budget line to receive federal funding, and that it was surprising to learn that California legislators have not pursued this type of federal funding for projects.

Director Burns reported that he also attended the ACWA Region 10 Program and Tour. He stated that a presentation was provided regarding Yorba Linda Water District's heli-hydrants, and he invited Mr. Toy to provide a presentation to the Board. He also stated that he invited Lindsay Leahy from the City of Oceanside to provide a presentation regarding the Pure Water Oceanside Project.

C General Manager Reports

(1) General Business

John Zhao, Acting General Manager/Director of Facilities and Operations, reminded the Board of the JPA Special Meeting scheduled on July 10th, Calleguas-Las Virgenes Public Financing Authority and Special Joint Las Virgenes MWD/Calleguas MWD Board Meetings scheduled on July 12th, and Regular Board Meeting scheduled on July 18th. He reported that a water main break on a 24-inch pipeline occurred at Agoura Road and

Lindero Canyon Road on July 4th, and repair efforts were currently underway. He noted that recycled water demand had increased to ten million gallons per day (MGD), and the recycled water system was being supplemented with potable water. He also reported that flow in Malibu Creek measured 8.25 cubic feet per second (CFS). He noted that a small brush fire occurred on June 22nd at the 4-megawatt solar farm. He stated that the Los Angeles County Fire Department quickly extinguished the fire, which was contained to one acre and which caused damage to the inverter. He also stated that the District had no liability as the vendor was responsible for the equipment.

(2) Follow-Up Items

John Zhao, Acting General Manager/Director of Facilities and Operations, stated that an item regarding Evapotranspiration Adjustment Factors and Landscape Efficiency Factors and an item regarding penalty revenue would be brought back at a Board Meeting in August; and an item regarding increasing the General Manager's delegated authority for contracts would be brought back at the October 3rd Board Meeting.

D Directors' Comments

None.

9. FUTURE AGENDA ITEMS

Director Polan moved to have a future agenda item to study the need for future expansion of the Pure Water Project Las Virgenes-Triunfo. Motion seconded by Director Coradeschi.

Director Polan asked to consider a written Board policy to seek new water sources.

A brief discussion ensued regarding water supply reliability being included in the District's Strategic Plan and in the Pure Water Project Las-Virgenes-Triunfo Preliminary Design Report, and having staff report back regarding Director Polan's request.

10. PUBLIC COMMENTS

None.

11. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **10:21 a.m.**

Jay Lewitt, President
Board of Directors
Las Virgenes Municipal Water District

ATTEST:

Gary Burns, Secretary
Board of Directors
Las Virgenes Municipal Water District

(SEAL)