

**LAS VIRGENES - TRIUNFO
JOINT POWERS AUTHORITY
AGENDA**

4232 Las Virgenes Road, Calabasas, CA 91302

CLOSING TIME FOR AGENDA IS 8:30 A.M. ON THE TUESDAY PRECEDING THE MEETING. GOVERNMENT CODE SECTION 54954.2 PROHIBITS TAKING ACTION ON ITEMS NOT ON POSTED AGENDA UNLESS AN EMERGENCY, AS DEFINED IN GOVERNMENT CODE SECTION 54956.5 EXISTS OR UNLESS OTHER REQUIREMENTS OF GOVERNMENT CODE SECTION 54954.2(B) ARE MET.

5:00 PM

January 10, 2018

PLEDGE OF ALLEGIANCE

1 CALL TO ORDER AND ROLL CALL

2 APPROVAL OF AGENDA

3 PUBLIC COMMENTS

Members of the public may now address the Board of Directors **ON MATTERS NOT APPEARING ON THE AGENDA**, but within the jurisdiction of the Board. No action shall be taken on any matter not appearing on the agenda unless authorized by Subdivision (b) of Government Code Section 54954.2

4 CONSENT CALENDAR

A Minutes: Regular Meeting of December 4, 2017 (Pg. 3)
Approve.

5 ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Pure Water Project Las Virgenes-Triunfo: Update

6 ACTION ITEMS

A Sewage Flow Monitoring from Triunfo Sanitation District: Award (Pg. 10)
Authorize the Administering Agent/General Manager to approve an initial one-year purchase order with five one-year renewal options to ADS Environmental Services, in the annual amount of \$34,800, for sewage flow monitoring services.

7 BOARD COMMENTS

8 ADMINISTERING AGENT/GENERAL MANAGER REPORT

9 FUTURE AGENDA ITEMS

10 PUBLIC COMMENTS

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11 CLOSED SESSION

A Conference with Legal Counsel - Potential Litigation (Government Code Section 54956.9): One Case

In the opinion of Legal Counsel, disclosure of the identity of the litigants would be prejudicial to the JPA.

12 ADJOURNMENT

Pursuant to Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and applicable federal rules and regulations, requests for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the Executive Assistant/Clerk of the Board in advance of the meeting to ensure availability of the requested service or accommodation. Notices, agendas, and public documents related to the Board meetings can be made available in appropriate alternative format upon request.

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

5:00 PM

December 4, 2017

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Chair Wall.

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at **5:00 p.m.** by Chair Wall in the Board Room at Las Virgenes Municipal Water District headquarters at 4232 Las Virgenes Road in Calabasas, California. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors: Caspary, Lewitt, Orkney, Pan, Paule, Peterson, Polan, Renger, Tjulander, and Wall.

Absent: None.

2. APPROVAL OF AGENDA

Administering Agent/General Manager David Pedersen requested that Item 5C be moved prior to Item 5B.

Director Caspary moved to approve the agenda as amended. Motion seconded by Director Renger. Motion carried unanimously.

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR**A Minutes: Regular Meeting of November 6, 2017**

Director Caspary moved to approve the Consent Calendar. Motion seconded by Director Tjulander. Motion carried by the following vote:

AYES: Caspary, Lewitt, Pan, Paule, Peterson, Polan, Renger, Tjulander, Wall

NOES: None
ABSTAIN: Orkney
ABSENT: None

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Proclamation in Recognition of Upcoming Retirement: Carlos Reyes

Chair Wall presented a proclamation to Carlos Reyes, Director of Resource Conservation and Public Outreach, in recognition of his upcoming retirement. Mr. Reyes thanked the JPA Board and stated that it was an honor to work for the Board of Directors.

Director Orkney acknowledged Mr. Reyes for his service and for the many presentations he provided to the community.

Director Paule acknowledged Mr. Reyes for his dedication.

Director Peterson acknowledged Mr. Reyes for his outstanding work and for being a success story working his way up from Sewer Worker I to a Department Head.

Director Pan congratulated Mr. Reyes on his successful career and for being a role model.

Director Caspary acknowledged Mr. Reyes for being an exemplary role model.

C Annual Financial Statements and Independent Auditor's Report

Receive and file the Fiscal Year 2016-17 JPA Financial Statements and Independent Auditor's Report.

Frances Kuo, representing The Pun Group, provided a PowerPoint presentation. She responded to questions related to Non-Operating Expense and Statement of Cash Flow.

Director Peterson moved to receive and file the Fiscal Year 2016-17 JPA Financial Statements and Independent Auditor's Report. Motion seconded by Director Caspary. Motion carried unanimously.

B Pure Water Project Las Virgenes-Triunfo: Presentation by New Water Resources, Linda Macpherson

Linda Macpherson, representing New Water Resources, provided a PowerPoint presentation highlighting worldwide potable reuse projects.

Tack Roberts, representing New Water Resources, continued the PowerPoint presentation showing a concept design for the Pure Water Demonstration Center, including plan view, approach, signage, entrance, lobby wall, front corridor, multi-purpose room, process areas, tasting station, porch/patio, and garden.

The Board provided feedback on the proposed concept design.

Director Peterson expressed concern with the concept design and stated that the purpose of the Demonstration Project should be to educate customers about the Pure Water Project and to show that the Board is using the customers' money wisely. He suggested that the Demonstration Project should be kept simple, such as the facility in Monterey, and that all of the chemicals be kept outside of the building and the process be kept inside of the building.

6. ACTION ITEMS

A Tapia Process Air Improvements Project: Selection of Blowers and Diffusers

Approve the selection of Sulzer ABS process air blowers and OTT North America air diffusers based on a competitive process, and find that the selected equipment must be designated by specific trade name in order to obtain necessary items that are each only available from one source for construction of the Tapia Process Air Improvements Project.

Eric Schlageter, Senior Engineer, presented the report.

Director Peterson moved to approve Item 6A. Motion seconded by Director Orkney.

Mr. Schlageter responded to questions related to the utilization of higher efficiency and fine bubble diffusers to meet effluent ammonia limits, and the equipment costs for the blowers and the diffusers.

Motion carried unanimously.

B Rancho Las Virgenes Compositing Facility: Biofilter Maintenance

Authorize the Administering Agent/General Manager to issue a purchase order to Viramontes Express, in the amount of \$84,204.80, for the supply of new biofilter media and the removal and disposal of the spent media.

Administering Agent/General Manager David Pedersen presented the report.

Director Peterson moved to approve Item 6B. Motion seconded by Director Caspary. Motion carried unanimously.

C Tapia Water Reclamation Facility Fiscal Year 2017-18 Rehabilitation Project: Award of Design Contract

Accept the proposal from Cannon, and authorize the Administering Agent/General Manager to execute a professional services agreement, in the amount of \$55,404, for engineering design and design support during construction for the Tapia Water Reclamation Facility Fiscal Year 2017-18 Rehabilitation Project.

Administering Agent/General Manager David Pedersen presented the report.

Director Polan moved to approve Item 6C. Motion seconded by Director Paule.

David Lippman, Director of Facilities and Operations, responded to a question regarding whether the record drawings would be prepared three-dimensional by stating that the drawings would be two-dimensional. He noted that the pipe would be above grade.

Motion carried unanimously.

D Tapia Primary Clarifier Sludge Collection System Drives: Award

Authorize the Administering Agent/General Manager to issue a purchase order to the Frost Company, in the amount of \$67,146.00, for the purchase and installation of new drive units for the primary clarifiers at the Tapia Water Reclamation Facility.

Administering Agent/General Manager David Pedersen presented the report.

Director Lewitt moved to approve Item 6D. Motion seconded by Director Orkney. Motion carried unanimously.

E Rancho Las Virgenes Farm Sprayfields Operation and Maintenance: Renewal of Agreement

Authorize the Administering Agent/General Manager to execute a one-year agreement with W. Litten, Inc., in an amount not to exceed \$250,000, for the operation and maintenance of the Rancho Las Virgenes Farm Sprayfields.

Administering Agent/General Manager David Pedersen presented the report.

Director Caspary moved to approve Item 6E. Motion seconded by Director Tjulander.

Administering Agent/General Manager David Pedersen responded to a question regarding the types of crops grown in the field by stating that alfalfa is grown; however, it has no economic value.

Motion carried unanimously.

7. BOARD COMMENTS

None.

8. ADMINISTERING AGENT/GENERAL MANAGER REPORT

Administering Agent/General Manager David Pedersen acknowledged the JPA Board for providing feedback on the proposal for the Pure Water Demonstration Project. He stated that staff would meet to discuss alternatives and bring back a proposal that is more palatable, along with estimated costs. He reported that the flow augmentation period for Malibu Creek ran from July 3 to November 16, 2017, and approximately 490 acre feet of water was discharged. He stated that the annual report would be presented at a later date. He reported that staff would review HR 4492, which would reauthorize the Water Infrastructure Finance and Innovation Act (WIFIA) Program and which the JPA Board may want to support.

Chair Wall inquired whether staff had any indication regarding community acceptance of the Pure Water Project. Administering Agent/General Manager David Pedersen responded that although strong support has been received, generally the people who might oppose the project and might not be comfortable with potable reuse would likely voice their concerns once the project is imminent.

9. FUTURE AGENDA ITEMS

None.

10. INFORMATION ITEMS

A Carbon Tower Media Replacement: Authorization of Purchase Order

B Tapia and Headquarters Lighting Efficiency Upgrade Project: Award

11. PUBLIC COMMENTS

None.

12. CLOSED SESSION

A Conference with Legal Counsel – Potential Litigation (Government Code Section 54956.9): One Case

In the opinion of Legal Counsel, disclosure of the identity of the litigants would be prejudicial to the JPA.

The Board recessed to Closed Session at **6:36 p.m.**, and reconvened to Open Session at **6:42 p.m.**

Authority Counsel Keith Lemieux announced there was no reportable action taken during the Closed Session.

13. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at **6:42 p.m.**

James Wall, Chair

ATTEST:

Glen Peterson, Vice Chair

January 10, 2018 JPA Board Meeting

TO: JPA Board of Directors

FROM: Facilities & Operations

Subject : Sewage Flow Monitoring from Triunfo Sanitation District: Award

SUMMARY:

Sewage flow meters were installed in the JPA's trunk sewers many years ago to measure the flow from Triunfo Sanitation District to the Tapia Water Reclamation Facility. The flow data is used for billing purposes. The metering system was updated in 2006, and ADS Environmental Services (ADS) was selected as the vendor through a competitive process. On December 20, 2017, the JPA received a proposal from ADS for renewal of the sewage flow monitoring services. Staff research did not result in finding other companies that perform this specialized service, and ADS was the only proposal received. Previously, there was one other company providing a similar service, but the firm is no longer in business. As a result, staff recommends renewing with ADS for sewage flow monitoring.

RECOMMENDATION(S):

Authorize the Administering Agent/General Manager to approve an initial one-year purchase order with five one-year renewal options to ADS Environmental Services, in the annual amount of \$34,800, for sewage flow monitoring services.

FISCAL IMPACT:

Yes

ITEM BUDGETED:

Yes

FINANCIAL IMPACT:

Total annual cost for the work is estimated to be \$34,800, which is 7% higher than the current pricing for the service. Sufficient funds are available in the adopted Fiscal Year 2017-18 JPA Budget and will be proposed in future year budgets.

DISCUSSION:

The portion of sewage flow from Triunfo Sanitation District to the Tapia Water Reclamation Facility is measured and used for billing purposes. ADS recently upgraded the monitoring equipment to seamlessly work with newer cell phone technology and has accurately and reliability provided service to the JPA.

Prepared by: Larry J. Miller, Water Systems and Facilities Manager

ATTACHMENTS:

ADS Environmental Services Renewal Proposal

December 20, 2017

Larry Miller
Collections Supervisor
Las Virgenes Municipal Water District
4232 Las Virgenes Road, Calabasas, CA 91302
Direct: (818) 880-4110

**Re: Flow Monitoring Services - Renewal Proposal
Las Virgenes Municipal Water District, CA**

Dear Mr. Miller,

We are pleased to have the opportunity to submit this letter proposal to continue our sewer flow monitoring service for Las Virgenes Municipal Water District, CA. This includes four (4) ADS flow monitors and services for an additional year from January 1, 2018 through December 31, 2018.

ADS is uniquely qualified to assist you with this flow monitoring project, given our forty two years of experience performing similar projects throughout the country including extensive work in San Diego and Los Angeles counties. Enclosed please find a detailed scope of work and pricing for your review.

We look forward to working with you on this and other future projects. Thank you for the opportunity to propose on your requirements. If you have any questions regarding this proposal, please do not hesitate to call me at (213) 393-8705.

Sincerely,



Robert Arvizu
Business Development Manager

Enclosure

SCOPE OF WORK

ADS Environmental Services (“ADS”) will provide flow monitoring services at four (4) monitoring locations to collect one (1) year of flow data for Las Virgenes Municipal Water District.

The work will be performed in specific services as set forth below utilizing ADS supplied Triton+ area velocity flow meters:

Flow Monitoring

Data Collection. A data analyst will call the monitor on a regular basis in order to collect the data and confirm the monitor is operating properly.

Data Analysis

On a regular basis, a trained ADS Data Analyst will analyze the data. The data analyst will directly calculate flow using the continuity equation from recorded depth and average velocity data. Flow quantities will be determined primarily using the continuity equation with a secondary determination based on Manning’s equation as a backup. The analyst will also utilize scatter graphs (depth vs. velocity readings) to verify monitor accuracy. The Data analyst will report monthly the minimum, maximum, and average flows on a daily basis using the flow quantities collected from the equipment.

Reports

On a monthly basis, the Data Report will be uploaded to the Flowview Portal™ Web platform and shall include:

- Depth of flow in fifteen (15) minute intervals from 0:00 to 23:45;
- Average velocity in fifteen (15) minute increments in feet per second (fps);
- Flows calculated in fifteen (15) minute increments in millions of gallons per day (mgd);
- Minimum and maximum flow with time of occurrence measured daily in millions of gallons per day (mgd);
- Average weekly flow measured in millions of gallons per day (mgd);
- Daily and weekly flow totals in millions of gallons (mg); Monthly hydrograph of flow rate averaged at hour increments.

**Las Virgenes Municipal Water District
Flow Monitoring Services Renewal
December 2017**

The estimated fee to complete the Project Scope of Work is as Follows:

Description: Flow Monitoring Study	Cost
Four (4) ADS Flow Monitors and Services for 1 Year at \$725.00 per/month/monitor:	\$34,800.00
1 Year Total:	\$34,800.00

*Pricing Assumptions: Any applicable Federal, state, or local taxes are not included; No prevailing wages or W/MBE requirements; Light traffic and standard traffic control requirements assumed (traffic cones); No night work assumed; Payment terms net 30 days.

Las Virgenes Municipal Water District, Responsibilities:

- 1) Access to the site of work with sufficient area for placement of personnel and equipment. This includes, but is not limited to exposing manholes and clearing easements.
- 2) If sewer line is dirty and fill of debris, ensure that selected sites have been jet cleaned to minimize hydraulic deficiencies or select an alternate location.
- 3) Provide any known information concerning bypasses, overflows, base flows, critical surcharge areas, and maintenance habits.
- 4) Assist in obtaining and pay for permits.

Authorization to Proceed:

Print Name

Title

Signature

Date