



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

MINUTES
SPECIAL MEETING

9:00 AM

November 13, 2024

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Illece Buckley Weber.

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, California 91302. Director Burns participated from the teleconference location at 14159 Dickens Street, Sherman Oaks, California 91423. Director Polan participated from the teleconference location at 31755 Bedfordhurst Court, Westlake Village, California 91361. Josie Guzman, Clerk of the Board, conducted the roll call.

Present: Directors Charles Caspary, Andy Coradeschi, and Jay Lewitt.

Present via

Teleconference: Directors Gary Burns (joined the teleconference at 9:41 a.m.) and Len Polan

Absent: None

Staff Present: David Pedersen, General Manager
Joe McDermott, Assistant General Manager
Darrell Johnson, Director of Water Operations
Don Patterson, Director of Finance and Administration
Eric Schlageter, Director of Engineering and Facilities
Josie Guzman, Clerk of the Board
Steven O'Neill, District Counsel

2. APPROVAL OF AGENDA

Director Polan moved to approve the agenda. Motion seconded by Director Caspary. Motion carried 4-0 by the following roll call vote:

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

3. PUBLIC COMMENTS

There were no public comments.

Don Patterson, Director of Finance and Administration, introduced new employee Caroline Mahoney, Human Resources Intern. The Board welcomed Ms. Mahoney to the District.

4. CONSENT CALENDAR

Director Polan pulled Item 4J for discussion.

- A List of Demands: November 13, 2024: Receive and file**
- B Minutes Special Meeting of October 29, 2024: Approve**
- C Directors’ Per Diem: October 2024: Ratify**
- D Monthly Cash and Investment Report: September 2024**

Receive and file the Monthly Cash and Investment Report for September 2024.

- E Statement of Revenues, Expenses, and Changes in Net Position: September 2024**

Receive and file the Statement of Revenues, Expenses, and Changes in Net Position for the period ending on September 30, 2024; adopt the updated Capital Improvement Program Budget for Fiscal Year 2024-25; and confirm the previously approved rate adjustments for potable water, recycled water, and sanitation services, effective on January 1, 2025.

- F Resolution of Intent for Continuation of Potable Water Standby Charge**

Pass, approve, and adopt proposed Resolution No. 2642, initiating proceedings for continuation of the Standby Charge pursuant to the Municipal Water District Law of 1911; ordering notification for those properties that changed ownership since the last Standby Charge assessment; ordering publication of a Notice of Public Hearing in a newspaper of general circulation once a week for a two-week period; and setting a public hearing on the matter for 9:00 a.m. on January 21, 2025.

RESOLUTION NO. 2642

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT INITIATING PROCEEDINGS FOR THE CONTINUATION OF THE WATER AVAILABILTIY OR STANDBY CHARGE FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2025

(Reference is hereby made to Resolution No. 2642 on file in the District's Resolution Book and by this reference the same is incorporated herein.

G Fiscal Year 2025-26 Proposed Sanitation Rate for Consolidated Sewer Maintenance District: Topanga Tax Zone

Approve a monthly billing rate of \$65.50 per Equivalent Residential Unit for the Consolidated Sewer Maintenance District, Topanga Tax Zone, for Fiscal Year 2025-26.

H Update to Las Virgenes Municipal Water District Code: Miscellaneous Fees

Pass, approve, and adopt proposed Resolution No. 2643, updating miscellaneous user fees, effective on January 1, 2025.

RESOLUTION NO. 2643

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT AMENDING RESOLUTION NO. 2468 (ADMINISTRATIVE CODE) AS IT RELATES TO FEES

(Reference is hereby made to Resolution No. 2643 on file in the District's Resolution Book, and by this reference the same is incorporated herein.)

I Approval of Memorandum of Understanding with SEIU General and Office Units: November 9, 2024 to December 31, 2027

Authorize the General Manager to execute the proposed Memorandum of Understanding with the Service Employees International Union General and Office Units for a term of November 9, 2024 through December 31, 2027.

K Jed Smith Tank No. 1 and Calabasas Tank Rehabilitation Project: CEQA Determination and Call for Bids

Find the work to be exempt from the provisions of the California Environmental Quality Act and authorize the issuance of a call for bids for the Jed Smith Tank No. 1 and Calabasas Tank Rehabilitation Project.

L Water Main Break at 5745 Parkmor Road: Continuation of Emergency Declaration

Approve the continuation of an emergency declaration due to a 12-inch water main break at 5745 Parkmor Road in the City of Calabasas.

Director Polan moved to approve Consent Calendar Items 4A through 4I, and 4K through 4L. Motion seconded by Director Caspary. Motion carried 4-0 by the following roll call vote:

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

4. CONSENT CALENDAR – SEPARATE ACTION ITEMS

J Service Agreement for Leak Detection: Contract Amendment No. 1

Authorize the General Manager to execute Contract Amendment No. 1 to the agreement with Utilis, Inc. (dba ASTERRA), in the amount of \$10,500, for field validation of satellite imagery and leak detection training.

Joe McDermott, Assistant General Manager, responded to a question regarding the reason this work was not included in the original contract by stating that it was determined that the District's leak detection equipment was outdated and would not be able to confirm leaks in the field.

Director Polan moved to approve Consent Calendar Item 4J. Motion seconded by Director Coradeschi. Motion carried 4-0 by the following roll call vote:

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

5. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A Proclamation Recognizing Director Charles Caspary for 24 Years of Service

Board President Lewitt read the proclamation recognizing Director Charles Caspary for 24 years of service, and he wished him well on his retirement.

General Manager David Pedersen recognized Director Caspary for his support of District employees and for his leadership following the Woolsey Fire. He presented Director Caspary with a specialized t-shirt and a signage mock-up that would be installed at the Jed Smith Tank No. 1 recognizing his efforts.

Illece Buckley Weber, Mayor of the City of Agoura Hills, presented a paper weight in recognition of Director Caspary's 24 years of service. She commended him on his

experience in recycling, and environmental and community work.

Dr. Dan Stepenosky, Superintendent for the Las Virgenes Unified School District, presented a certificate of recognition to Director Caspary for his service and volunteerism.

Ed Albrecht and David Shapiro, Councilmembers from the City of Calabasas, presented a plaque to Director Caspary in recognition of his passion and commitment to all residents, and for his efforts related to the Pure Water Project Las Virgenes-Triunfo.

Stuart Siegal, former Councilmember from the City of Hidden Hills, presented a plaque to Director Caspary in recognition of his dedication to the City of Hidden Hills and to the entire region.

Brad Halpern, Councilmember from the City of Westlake Village, presented a plaque to Director Caspary in recognition of his efforts, specifically in response to the Woolsey Fire and drought.

Raul Avila and Jacqui McMillan, Directors from Calleguas Municipal Water District, accompanied by General Manager Kristine McCaffrey, presented a proclamation to Director Caspary and stated that it was an honor to work with him.

Jeremy Wolf, Legislative Program Manager, presented a certificate of recognition on behalf of Senator Henry Stern for his efforts in water policy legislation and for his steadfast commitment to the environment.

Andrew Caspary acknowledged everyone for honoring and recognizing his father, Director Charlie Caspary.

Director Caspary acknowledged his wife, Mary Rose Caspary, children Anthony Caspary, Andrew Caspary, Alexandra Caspary, and grandson Cooper Caspary. He stated that it was an honor to work with so many dedicated people, and that the District would continue to focus on providing water reliably, environmentally, and economically to the customers. He also stated that he was overwhelmed and fortunate to be a part of the District for the past 24 years.

Director Polan acknowledged Director Caspary for his leadership and knowledge.

Director Burns joined by teleconference at 9:41 a.m.

Mike McNutt, Public Affairs and Communications Manager, acknowledged Director Caspary for his support of staff.

Craig Jones, Resource Conservation Manager acknowledged Director Caspary for his expertise, professionalism, and guidance.

Ana Schwab, federal lobbyist with Best Best & Krieger LLP, accompanied by Chris Keosian and Madeline Voitier, stated that being a part of the District's team was incredible and Directors such as Director Caspary make their job enjoyable. She stated that Director

Caspary paved the way for everyone to want to be better.

Director Burns acknowledged Director Caspary and stated that he learned much from him.

Syrus Devers, state lobbyist with Syrus Devers Advocacy LLC, acknowledged Director Caspary for his support and congratulated him on his retirement.

Director Coradeschi acknowledged Director Caspary for his common sense, practicality, and humor.

The Board recessed to a break at 9:49 a.m., and reconvened at 10:17 a.m.

B — MWD Representative Report

Board President Lewitt, MWD Representative, reported that the MWD Board would meet on November 19th, and that he had no other update.

C — Legislative and Regulatory Updates

Jeremy Wolf, Legislative Program Manager, provided a summary of election results, including George Whitesides for Congressional District 27; Julia Brownley for Congressional District 26; and Brad Sherman for Congressional District 32. He noted that several committee rosters would shift, including the Senate Finance Committee, Senate Energy and Water Appropriations Subcommittee, Senate Energy and Natural Resources Committee, and House Transportation and Infrastructure Committee.

Ana Schwab, federal lobbyist with Best Best & Krieger LLP, reported that the House Republicans were conducting their leadership elections, and she was expecting that Mike Johnson would remain as the Speaker of the House of Representatives. She also reported that the House Democrats would conduct their leadership elections the following week.

Mr. Wolf also reported that WateReuse Association sent a letter to the incoming Administration transition team outlining actions that could be taken to advance water recycling and increasing investment in water recycling programs through the annual appropriations process and legislation. He also provided another summary of election results, including Henry Stern for State Senate District 27; Jacqui Irwin for 42nd Assembly District; Pilar Schiavo for 40th Assembly District; Jesse Gabriel for 46th Assembly District; passage of Proposition 4 - Safe Drinking Water, Wildfire Prevention, and Protecting Communities and Natural Lands From Climate Risks; passage of Los Angeles County Measure G - Expanding the Los Angeles County Board of Supervisors; passage of Los Angeles County Measure E - Parcel Tax to Raise Funds for Los Angeles County Fire Department; Kate Anderson and Penny Sylvester for City of Agoura Hills City Council; and Alan Lazar and Linda Menges for Las Virgenes Unified School District Governing Board Member. He noted that the proposal to sponsor legislation to increase fines for the purpose of deterring water theft was sent to Assemblymember Jacqui Irwin's office. He

stated that he and General Manager David Pedersen provided comment at the MWD Legislative Coordinators Annual Planning Meeting regarding this proposed legislation and received positive feedback from member agencies. He also stated that he and Syrus Devers would meet with the Association of California Water Agencies (ACWA) and the California Municipal Utilities Association (CMUA) Legislative Committee to discuss potential sponsorship.

D “Future of Water” Video 2.0

Mike McNutt, Public Affairs and Communications Manager, presented the updated “Future of Water” video.

A discussion ensued regarding publicizing the amount of energy required to import water versus recycling water locally, and preparing shortened versions of the video to share on social media.

6. TREASURER

Director Coradeschi reported that he reviewed expenditures.

7. FINANCE AND ADMINISTRATION

A Fiscal Year 2023-24 Annual Comprehensive Financial Report

Receive and file the Fiscal Year 2023-24 Annual Comprehensive Financial Report.

Brian Richie, Finance Manager, presented the report and reviewed the Net Position as of June 30, 2024, Revenues and Expenses for Fiscal Year 2024 and 2023, ongoing contractual commitments, and financial reporting awards received.

Veronica Hernandez, representing Rogers Anderson Malody & Scott LLP, provided a PowerPoint presentation with an overview of the audit process.

Director Caspary moved to receive and file Item 7A. Motion seconded by Director Coradeschi.

Board President Lewitt noted that he and Director Coradeschi met with staff and the auditor prior to the Board meeting, and he congratulated staff on achieving the Government Finance Officers Association Triple Crown Award for the biennial budget, Annual Comprehensive Financial Report, and Popular Annual Financial Report.

Mr. Richie responded to a question regarding the District’s \$71 million investment in JPA assets and deferred outflows.

Motion carried 5-0 by the following roll call vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None
ABSTAIN: None
ABSENT: None

B 2025 Financial Analysis and Rate Study: Policy Principles

Review and provide feedback on proposed policy principles for the 2025 Financial Analysis and Rate Study.

Brian Richie, Finance Manager, presented the report and PowerPoint presentation. He responded to questions regarding the debt coverage ratio.

It was the consensus of the Board to include a new Policy Principle for a debt-service coverage ratio of 1.50.

C Update to LVMWD Code Pertaining to Board Compensation

Conduct a public hearing, and introduce and call for proposed Ordinance No. 288 to be given first reading by title only, amending Section 2-2.206 of the Las Virgenes Municipal Water District Code to reflect updates to Board compensation.

ORDINANCE NO. 288

AN ORDINANCE OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT RELATING TO DIRECTORS' COMPENSATION

(Reference is hereby made to Ordinance No. 288 on file in the District's Ordinance Book, and by this reference the same is incorporated herein.)

Board President Lewitt provided introductory remarks.

Josie Guzman, Clerk of the Board, confirmed that the District published a notice of public hearing in *The Las Virgenes – Calabasas Enterprise* on October 31, 2024, and November 7, 2024.

Don Patterson, Director of Finance and Administration, provided the report. He noted that the October-to-October All Urban Consumer Price Index (CPI) for Los Angeles-Long Beach-Anaheim was three percent, and the Directors' per diem amount would automatically increase to \$252.35 per meeting unless the Board were to direct otherwise. He also noted that the proposed ordinance would provide for the appointed MWD representative to be eligible for separate per diem compensation when MWD and LVMWD Board meetings occur on the same day.

Board President Lewitt opened the public hearing at **11:13 a.m.**

There were no public comments.

Ms. Guzman confirmed that the District did not receive any written or verbal comments.

Board President Lewitt closed the public hearing at 11:13 a.m.

The Board expressed support for the CPI increase to the Board's compensation and for the appointed MWD representative to be eligible for separate per diem compensation when MWD and LVMWD Board meetings occur on the same day.

Director Burns moved to waive the full reading and call for proposed Ordinance No. 288 to be given first reading by title only amending the Administrative Code as it relates to Directors' Compensation. Motion seconded by Director Caspary.

Motion carried 5-0 by the following roll call vote:

AYES: Burns, Caspary, Coradeschi, Lewitt, Polan

NOES: None

ABSTAIN: None

ABSENT: None

Steven O'Neill, District Counsel, read Ordinance No. 288 by title only.

8. NON-ACTION ITEMS

A Organization Reports

None.

B Director's Reports on Outside Meetings

Director Caspary reported that he attended the Association of California Water Agencies (AWAVC) agricultural bus tour, where they visited a strawberry grower farm in Oxnard, Calleguas Municipal Water District's Bard Lake, Underwood Family Farms, North Pleasant Valley Desalter, United Water Conservation District's Freeman Diversion Facility, and Casitas Dam.

C General Manager Reports

(1) General Business

General Manager David Pedersen reported that the District staged emergency generators at key pump stations during the recent red flag warning conditions. He noted that nearby wildfires included the Mountain Fire and Broad Fire, which did not impact the District. He also reported that the creek discharge prohibition period would end on November 15th. He reminded the Board that a joint meeting with Calleguas Municipal Water District would be held on November 20th to consider adoption of a proposed joint resolution supporting MWD's approval of additional funding for the Delta Conveyance Project.

(2) Follow-Up Items

General Manager David Pedersen stated that the follow-up item regarding Malibu Creek fish flow requirements would be included on the December 17th agenda, and staff were continuing to work on enhanced lighting for the Mission Statement in the Board Room.

D Directors' Comments

Board President Lewitt acknowledged staff on their efforts in coordinating the festivities to honor Director Caspary.

9. FUTURE AGENDA ITEMS


None.

10. PUBLIC COMMENTS

Karen Norman, Administrative Assistant, acknowledged Director Caspary and the Board for supporting staff.

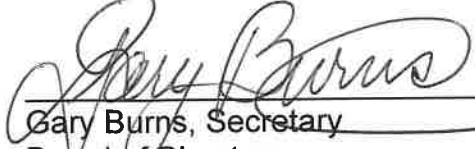
11. ADJOURNMENT

Seeing no further business to come before the Board, the meeting was duly adjourned at 11:52 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)