

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
October 3, 2018

MINUTES

The regular meeting of the Board of Directors of Calleguas Municipal Water District was held at the District Office, 2100 Olsen Road, Thousand Oaks, California, on October 3, 2018.

The meeting was called to order by Thomas L. Slosson, President of the Board, at 5:00 p.m.

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Directors Present: Thomas L. Slosson, President
Andres Santamaria, Vice President
Scott Quady, Treasurer
Andy Waters, Secretary
Steve Blois, Director

Staff Present: Susan Mulligan, General Manager
Eric Bergh, Manager of Resources
Henry Graumlich, Manager of Strategic Planning
Kristine McCaffrey, Manager of Engineering
Dan Smith, Manager of Finance and Human Resources
Kara Wade, Clerk of the Board

Legal Counsel Present: Robert Cohen, Cohen & Burge, LLP, District Counsel

B. MINUTES

On a motion by Director Quady, seconded by Director Blois, the Board of Directors voted 5-0 to approve the September 5, 2018 minutes.

AYES: Directors Blois, Waters, Quady, Santamaria, Slosson
NOES: None

On a motion by Director Santamaria, seconded by Director Blois, the Board of Directors voted 4-0-1 to approve the September 19, 2018 minutes.

AYES: Directors Blois, Waters, Santamaria, Slosson
NOES: None
ABSTAIN: Director Quady

C. WRITTEN COMMUNICATION

None

D. ORAL COMMUNICATION

None

E. GENERAL MANAGER

1. September 2018 Monthly Status Report

The Board asked questions and the General Manager and department managers answered them. No action was taken.

F. FINANCE AND HUMAN RESOURCES

1. Preliminary June 2018 Financial Statements

The Manager of Finance and Human Resources said that the preliminary June financial statements are being provided prior to the completion of the annual audit. The final FY 2017-18 Financial Statements will be presented to the Board by the District's auditors after the audit has been completed. The Manager of Finance and Human Resources gave background on key line items. No action was taken.

2. August 2018 Financial Statements

The Board asked questions and the Manager of Finance and Human Resources answered them. No action was taken.

3. Second Quarter 2018 Consultant Reports

The Manager of Finance and Human Resources presented the report. No action was taken.

G. OPERATIONS AND MAINTENANCE

The Manager of Engineering described plans by Southern California Edison to de-energize certain electrical facilities that could cause a wildfire during wind events and how the Calleguas system would operate in those circumstances.

H. RESOURCES AND PUBLIC AFFAIRS

1. Discussion regarding an expenditure of \$20,000 for a recycled water feasibility study for the Proctor & Gamble Oxnard facility

The Manager of Resources said that Calleguas has been encouraging Proctor & Gamble (P&G) to install a recycled water facility at its paper towel and toilet tissue manufacturing plant in Oxnard (Oxnard Plant) for several years without success. In August 2018, P&G management approached Calleguas with a new corporate focus on sustainability and is now interested in proceeding.

P&G proposes to conduct a feasibility study that evaluates state of the art technologies for a reclamation facility suitable for its manufacturing processes. P&G estimates that the Oxnard Plant could accommodate a reclamation system that would result in water savings of 600 to 950 acre-feet/year. Preliminary calculations indicate that the final project could be eligible to receive \$1.8 million in incentives under the Metropolitan Water Savings Incentive Program (WSIP). This would be one of the largest incentives in the history of the WSIP. No action was taken.

I. ENGINEERING AND CONSTRUCTION

1. Discussion regarding an amendment to the scope of work for professional services by Phoenix Civil Engineering, Inc., to perform design for the LVMWD-CMWD Interconnection (Project No. 450), increasing the not-to-exceed amount by \$66,672

The Manager of Engineering provided an update on project status and said that Phoenix Civil Engineering, Inc. (PCE) needs to perform additional design work for the LVMWD-CMWD Interconnection not anticipated in their original scope of work, increasing the not-to-exceed cost by \$66,672 from \$1,697,758 to \$1,764,430.

PCE's original design scope of work included preparing contract documents in accordance with the recommendations in the preliminary design report for the following:

- An aboveground pump station building to house the pumps and electrical equipment
- An aboveground pressure regulating station (PRS)
- Parking area and trail bridge (improvements originally requested by Rancho Simi Recreation and Park District [RSRPD] staff as part of right-of-way negotiations)
- Calleguas' portion of the interconnection pipeline along Lindero Canyon Rd., Lakeview Canyon Rd., and Falling Star Ave.

Early in the design process, staff attended a series of meetings to present the project to the RSRPD Oak Park Advisory Committee, RSRPD Board of Directors, and Oak Park Municipal Advisory Council. Based on feedback at these meetings, staff determined it was necessary to evaluate the feasibility of constructing the pump station and PRS

underground (similar to Lake Sherwood Pump Station) instead of aboveground as recommended in the Preliminary Design Report. An Undergrounding Technical Memorandum was prepared that outlined a recommended configuration to build the pump station and PRS underground as a single multi-room structure. A revised project, with nearly all facilities underground, was subsequently presented to the RSRPD Board, who granted the right-of-way needed.

Designing an underground pump station and PRS requires performing additional mechanical, structural, civil, acoustic, and instrumentation design services. However, architectural and landscape architectural design services are no longer needed. Additionally, the parking area and trail bridge have been deleted.

Staff also attended a meeting for several homeowners' associations located near Falling Star Avenue and Lakeview Canyon Road. Based on the feedback received at this meeting and at other public meetings and input from residents through direct communication between them and staff, staff determined it was necessary to evaluate potential alternative pipeline alignments for Calleguas' pipeline. An Alignment Study is currently underway that evaluates alternative pipeline alignments through the shopping center at the southwest corner of Lindero Canyon Rd. and Kanan Rd. A preferred alignment will be identified and evaluated in the Draft Environmental Impact Report. If the alignment through the shopping center is selected, then additional surveying, legal descriptions for easements, and design for the modified pipeline alignment will be required. These services were not included in PCE's original scope of work. This additional work will only be performed if the shopping center pipeline alignment is selected.

The cost increase for additional services is reasonable for the additional work required and PCE's performance on this project has been excellent. Staff recommends that the Board approve these professional services.

On a motion by Director Waters, seconded by Director Blois, the Board of Directors voted 5-0 to approve the professional services.

AYES: Directors Blois, Waters, Quady, Santamaria, Slosson
NOES: None

2. Discussion regarding authorization of a budget increase in the amount of \$300,000 for the contract for As-Needed Pipeline Services

The Manager of Engineering said that, on October 17, 2016, the Board awarded the contract for As-Needed Pipeline Services to Blois Construction, Inc. (Blois). The initial award included an authorization of \$300,000 and the Board subsequently authorized an additional \$600,000, bringing the current authorized total to \$900,000. The contract has continued to be used on multiple as-needed projects.

The work performed by Blois thus far under this contract is as follows:

Project	Cost
Emergency Repairs	
Oxnard-Santa Rosa Feeder Airvac Emergency Repair (Project No. 561)	\$62,226.32
Camrosa Discharge Station Emergency Valve Repair (Project No 563)	\$230,837.64
Calleguas Conduit South Branch Emergency Repairs (Project No. 564)	\$54,790.50
SMP Valve Replacement at Perkins & Hueneme Rds. (Project No. 566)	\$46,496.84
Emergency Repair Thousand Oaks Lateral Blowoff (Project No 571)	\$29,889.46
Other Work	
Deep Monitoring Well No. 2 Valve & Tee Installation (Project No. 527-2)	\$2,143.48
Misc. Wellfield Improvements (Project No. 476) – Flowmeter Sunshades	\$10,511.67
Crestview Interconnection (Project No. 552) – Design-Level Potholing	\$13,144.16
Adjust Manholes on Santa Rosa Rd. (to accommodate County paving project)	\$55,934.69
Adjust Manholes on Las Posas Rd. and Valve Covers on Kanan Rd. (to accommodate Camarillo and Thousand Oaks paving projects)	\$6,817.06
TOTAL	\$512,791.82

The work in progress or anticipated in the near future under this contract is as follows:

Project	Cost
Emergency Repairs	
Lynn Road Lateral & Mesa Feeder AVARV Repairs (Project No. 576)	\$75,000
Simi Valley Recycled Water Erosion Repairs (Project No. 575)	\$25,000
Springville Hydro Strainer Vault No. 2 Corrosion Repairs (Project No. 572)	\$125,000
Dawson Drive Settlement Repairs (Project No. 577)	\$25,000
Other Work	
Hueneme Road Culvert Rehabilitation (Project No. 573)	\$100,000
TOTAL	\$350,000

Future costs are estimated. Work planned or currently in progress.

Having Blois perform this work under the As-Needed Pipeline Services contract has avoided the need for multiple emergency declarations and allowed the work to be performed more cost-effectively, since it is based on competitively bid unit price rates. Blois has been very responsive to Calleguas, even when the work has involved short notice, long hours, weekends, and overnight work.

The As-Needed Pipeline Services Contract allows Calleguas to extend the contract on an annual basis for a total of three years and the contract will soon complete its second year. In order to continue to allow staff to continue to contract for work under the As-Needed Pipeline Services contract through the third and final year, authorization for additional budget of \$300,000 is requested, bringing the total budget authorization to \$1,200,000.

On a motion by Director Waters, seconded by Director Quady, the Board of Directors voted 4-0-1 to authorize the budget increase.

AYES: Directors Waters, Quady, Santamaria, Slosson

NOES: None

ABSTAIN: Director Blois

J. STRATEGIC PLANNING

None

K. DISTRICT COUNSEL

None

L. BOARD OF DIRECTORS

1. Oral report on meetings attended by Board members

Board members provided oral reports on meetings attended at the expense of the District, pursuant to Government Code Section 53232.3(d). All expenses would be filed at the end of the month, accompanied by receipts.

2. Discussion regarding upcoming meetings to be attended by Board members

The Board discussed meetings they planned to attend.

3. Metropolitan update

Director Blois said that he was nominated to be the Board Chair along with Directors Camacho and Gray. There will be a vote on Tuesday, October 9, 2018. He referred the Board to the Strategic Planning section of the Monthly Status Report that described the status of permitting for California WaterFix.

M. CLOSED SESSION

None

N. OTHER BUSINESS

None

O. FUTURE AGENDA ITEMS

None

P. ADJOURNMENT

Director Slosson declared the meeting adjourned at 6:11 p.m.

Respectfully submitted,



Andy Waters, Board Secretary