

CALLEGUAS MUNICIPAL WATER DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
November 14, 2018

MINUTES

The meeting of the Board of Directors of Calleguas Municipal Water District was held at the District Office, 2100 Olsen Road, Thousand Oaks, California, on November 14, 2018.

The meeting was called to order by Thomas L. Slosson, President of the Board, at 3:00 p.m.

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

Directors Present: Thomas L. Slosson, President (Departed at 4:30 p.m.)
Andres Santamaria, Vice President
Scott Quady, Treasurer
Steve Blois, Director

Directors Absent: Andy Waters, Secretary

Staff Present: Susan Mulligan, General Manager
Kara Wade, Clerk of the Board
(Staff below arrived at 5:00 p.m.)
Tony Goff, Manager of Operations and Maintenance
Kristine McCaffrey, Manager of Engineering
Dan Smith, Manager of Finance and Human Resources

Legal Counsel Present: Robert Cohen, Cohen & Burge, LLP, District Counsel
Eric Garner, Best Best & Krieger, LLP, Groundwater Counsel
Stefanie Morris, Best, Best & Krieger, LLP, Groundwater Counsel

B. CLOSED SESSION

1. Closed session conference with legal counsel regarding anticipated litigation pursuant to Government Code Section 54956.9(d)(2); 1 case

At 3:01 p.m., Director Slosson adjourned to Closed Session to discuss Item B-1 as stated on the agenda.

CLOSED SESSION CONTINUING

At 4:18 p.m., Director Slosson ended the Closed Session.

Regarding B 1, District Counsel stated that the Board received a report from Groundwater Counsel and no action was taken.

At 4:19 p.m., Director Slosson adjourned the meeting.

The meeting was reconvened to Open Session by Andres Santamaria, Vice President of the Board, at 5:00 p.m.

C. MINUTES

On a motion by Director Quady, seconded by Director Blois, the Board of Directors voted 3-0-2 to approve the October 17, 2018 minutes.

AYES: Directors Blois, Quady, Santamaria

NOES: None

ABSENT: Directors Waters, Slosson

D. WRITTEN COMMUNICATION

1. Coalition letter to Reese Crenshaw, State Water Resources Control Board, Division of Drinking Water, commenting on the 2018 electronic annual reporting requirements

The General Manager said that the letter requests that changes be made to the annual electronic reporting requirements clarifying the data required by law, eliminating requests for data already submitted to the state under different regulatory programs, and adding comment boxes so answers can be clarified.

E. ORAL COMMUNICATION

None

F. GENERAL MANAGER

1. October 2018 Monthly Status Report

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

G. FINANCE AND HUMAN RESOURCES

1. October 2018 Water Use and Sales, September 2018 Power Generation, and October 2018 Investment Summary Reports

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

2. Disbursements for the District's monthly activities for October 2018

Director Quady presented the disbursement report. The Board asked questions and the managers answered them.

On a motion by Director Quady, seconded by Director Blois, the Board of Directors voted 3-0-2 to approve the outstanding bills for payment.

AYES: Directors Blois, Quady, Santamaria

NOES: None

ABSENT: Directors Waters, Slosson

3. September 2018 Financial Statements

The Manager of Finance and Human Resources reviewed key elements of the report. No action was taken.

4. Quarterly Capital Projects Report for the period ending September 30, 2018

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

H. OPERATIONS AND MAINTENANCE

1. Discussion regarding Resolution No. 1957 to award the contract for hydroelectric generator maintenance services and authorization of a budget of \$200,000

A RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
AWARDING THE CONTRACT FOR
AS-NEEDED HYDROELECTRIC GENERATOR MAINTENANCE SERVICES

The Manager of Operations and Maintenance said that the purpose of this requested action is to award a contract to perform preventative and corrective maintenance, as well as rehabilitation services, on Calleguas' five hydroelectric generator assemblies on an as-needed basis to EthosEnergy Field Services, Inc. of Santa Fe Springs, CA. Calleguas received one bid at the October 24 bid opening. The bid proposal established an hourly rate schedule for labor, equipment, and materials. EthosEnergy has had the contract for the past three years and performed high quality work.

The contract is a one-year agreement with an option to renew annually for up to two additional years. If the contract is renewed, annual adjustments will be made based on the State of California's prevailing wage determinations and Caltrans Equipment Rental Rates.

Staff recommends award of the contract to EthosEnergy Field Services, and that the Board approve a budget of \$200,000 to cover the next three year period.

On a motion by Director Blois, seconded by Director Quady, the Board of Directors voted 3-0-2 to approve Resolution No. 1957 and approve a budget of \$200,000. Resolution No. 1957 is attached and made part of these minutes.

AYES: Directors Blois, Quady, Santamaria

NOES: None

ABSENT: Directors Waters, Slosson

The Manager of Operations and Maintenance gave a brief update on the recent fires in Conejo Valley, Santa Rosa Valley, and Bell Canyon. He said that the Ventura County Fire Department used their helicopters to snorkel water from Lake Bard for firefighting and described the measures taken by staff to prepare for and react to the fires. He showed photos of how close the fire got to Calleguas facilities, noting that those facilities had not been damaged.

I. RESOURCES AND PUBLIC AFFAIRS

None

J. ENGINEERING AND CONSTRUCTION

1. Discussion regarding Resolution No. 1956, award of the contract for the Calleguas-Crestview Interconnection, Project No. 552, located near the intersection of Via Zamora and Camino Tierra Santa, Camarillo

A RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
AWARDING THE CONTRACT FOR THE CONSTRUCTION
OF CALLEGUAS-CRESTVIEW INTERCONNECTION

The Manager of Engineering said that, on October 23, the District received three bids for the Calleguas-Crestview Interconnection (Project No. 552), ranging from \$947,582 to \$1,188,346, with the lowest responsive bid \$582 above the Engineer's estimate. The Design Engineer has reviewed the bids; their recommendation is to award the project to the lowest responsive bidder, Cedro Construction, Inc., for a contract amount of \$947,582. Cedro Construction, Inc. meets the experience requirements to perform the work. Cedro Construction, Inc. previously constructed Balcom Canyon Turnout. Staff has reviewed the Design Engineer's recommendation for award and concurs.

On a motion by Director Quady, seconded by Director Blois, the Board of Directors voted 3-0-2 to approve Resolution No. 1956. Resolution No. 1956 is attached and made part of these minutes.

AYES: Directors Blois, Quady, Santamaria

NOES: None

ABSENT: Directors Waters, Slosson

2. Discussion regarding approval of professional services by Brierley Associates to perform Phase 1 of the Study of Seismic Impacts to the Santa Susana Tunnel (SSISST) for an amount not to exceed \$385,440

The Manager of Engineering said that Calleguas receives 100% of its potable water supply through the 1.3-mile-long, 96-inch-diameter Santa Susana Tunnel, which was completed in 1962. Since the tunnel is in a seismically active region and is Calleguas' most important asset, it is recommended that a seismic vulnerability assessment be performed to determine the potential modes of failure, projected extent of damage, and recovery projections, including duration of anticipated outages.

The work is to be conducted in two phases. Phase 1 includes:

- Reviewing available data to characterize regional and local geologic conditions, and identify active faults and associated deformation zones that intersect the tunnel. Data reviewed will include historical aerial imagery; LiDAR topographic surveys; published geologic maps; existing borehole, water, and oil well logs; nearby geologic and geotechnical reports from Caltrans; and observations made during construction and inspection of the Union Pacific Railroad tunnel and the Santa Susana Tunnel.
- Performing field reconnaissance focused on the tunnel alignment, tunnel portals, and other areas of interest to help characterize geologic structure and faults, including basic geological readings, such as bedding dip and direction, bedding thickness (where possible), joint/discontinuity dip and direction, and joint spacing.
- Performing a visual inspection of the tunnel interior to determine liner condition, estimate tunnel liner mechanical properties, and identify locations of potential faults intersecting the tunnel.
- Performing a photometric and LiDAR survey to locate features throughout the tunnel alignment, better assess the extent of any deformation that may have occurred, and provide information to aid in developing mitigation measures and repair plans.
- Preparing a Seismic Hazard Assessment to determine if the tunnel will be at risk of damage during a significant earthquake, and if the resulting damage would impact the tunnel's ability to convey water. The mechanisms of failure to be evaluated include:
 - Loss of structural integrity and tunnel collapse resulting from induced stresses and strains from ground shaking.

- Rupture of the tunnel liner due to fault offset displacement.
- Blockage of the tunnel and distress of adjacent transition structures from slope instability near the tunnel portals.

The analysis will include:

- Estimating ground motions.
 - Estimating fault offset.
 - Analyzing stresses and strains that could develop in the tunnel due to strong ground shaking.
 - Assessing the damage from fault rupture offset.
 - Estimating displacement from seismically induced landslides at the tunnel portals.
- Preparing a final report summarizing the work and findings.

If it is determined that the tunnel is at risk of failure as a result of seismic events, Phase 2 will include an evaluation of how damage to the tunnel could be prevented, prepared for, and repaired.

A Request for Qualifications was issued for this work. Although only one qualifications package was received, Brierley Associates assembled a qualified, experienced team and demonstrated a strong understanding of the work.

The General Manager said that the SSISST was not anticipated at the time that the budget was prepared and therefore its cost was not incorporated into the consultant budget. At this time, a budget adjustment is not needed; however, staff will monitor the budget and request an adjustment if it is determined that one will be needed.

On a motion by Director Blois, seconded by Director Quady, the Board of Directors voted 3-0-2 to approve the professional services.

AYES: Directors Blois, Quady, Santamaria

NOES: None

ABSENT: Directors Waters, Slosson

K. STRATEGIC PLANNING

None

L. DISTRICT COUNSEL

None

M. BOARD OF DIRECTORS

- 1. Discussion regarding casting a vote for the Regular and Alternate Special Members of the Ventura Local Agency Formation Commission to fill the term of 1/1/2019 to 1/1/2023**

The General Manager said that the following candidates have been nominated by their special districts to run in an election to serve as a member of the Ventura Local Agency Formation Commission (LAFCo) to fill the term of 1/1/2019 to 1/1/2023:

Regular Member^s

Russ Baggerly, Ojai Valley Sanitary District

Elaine Freeman, Rancho Simi Recreation and Park District

Alternate Member

John (Jack) Curtis, Ojai Valley Sanitary District

Neal Dixon, Pleasant Valley Recreation and Park District

Andy Waters, Calleguas Municipal Water District

On a motion by Director Blois, seconded by Director Quady, the Board of Directors voted 3-0-2 to cast votes for Elaine Freeman as Regular Member and Andy Waters as Alternate Member and authorize the Board President to complete and sign the LAFCo ballot accordingly.

AYES: Directors Blois, Quady, Santamaria

NOES: None

ABSENT: Directors Waters, Slosson

- 2. Oral reports 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.

- 3. Discussion regarding upcoming meetings to be attended by Board members**

The Board discussed meetings they planned to attend.

- 4. Metropolitan update**

Director Blois said that the Metropolitan Board received reports on water rebate programs by member agencies, noting that Calleguas had the highest per capita use

of rebate money. He said they had been briefed on CalPERS post-retirement liability and the status of the Colorado River Drought Contingency Plan agreements.

N. OTHER BUSINESS

None

O. FUTURE AGENDA ITEMS

None

P. ADJOURNMENT

Director Santamaria declared the meeting adjourned at 6:30 p.m.

Respectfully submitted,



Andy Waters, Board Secretary