

CALLEGUAS MUNICIPAL WATER DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
July 17, 2019

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 July 17, 2019.

The meeting was called to order by Thomas L. Slosson, President of the Board, at 4:00 p.m.

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

Directors Present: Thomas L. Slosson, President
Andres Santamaria, Vice President
Steve Blois, Director

Directors Absent: Scott Quady, Treasurer
(Participation by phone from 4:05 p.m. to 4:37 p.m. during M-1 Closed Session and from 6:09 p.m. to 6:16 p.m. during M-2 Closed Session. Public Notice posted at 94 School Street, Bridgeport, CA 93517)

Andy Waters, Secretary

Staff Present: Eric Bergh, Interim General Manager/Manager of Resources
Tony Goff, Manager of Operations and Maintenance
Henry Graumlich, Manager of Strategic Planning
Fernando Baez, Project Manager
Kara Wade, Clerk of the Board

Legal Counsel Present: Walt Wendelstein, Cohen & Burge, LLP, District Counsel

M. CLOSED SESSION (Time certain item – 4:00 p.m.)

- 1. Pursuant to Government Code Section 54957.6 (conference with labor negotiator)**
Agency designated representative: Eric Bergh, Interim General Manager
Unrepresented employee: General Manager

At 4:01 p.m., Director Slosson adjourned to Closed Session to discuss Item M-1 as stated on the agenda.

CLOSED SESSION CONTINUING

At 4:37 p.m., Director Slosson reconvened the meeting to Open Session.

Regarding M-1, Director Slosson stated that direction was given to labor negotiator Eric Bergh and no action was taken.

At 4:38 p.m., Director Slosson adjourned the meeting to a recess.

At 5:00 p.m., Director Slosson reconvened the meeting to Open Session.

B. MINUTES

On a motion by Director Blois, seconded by Director Santamaria, the Board of Directors voted 3-0 to approve the June 19, 2019, June 27, 2019, and July 1, 2019 minutes.

AYES: Directors Blois, Santamaria, Slosson

NOES: None

ABSENT: Directors Quady, Waters

C. WRITTEN COMMUNICATION

None

D. ORAL COMMUNICATION

None

E. GENERAL MANAGER

1. June Monthly Status Report

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

F. FINANCE AND HUMAN RESOURCES

1. June 2019 Water Use and Sales, May 2019 Power Generation, and June 2019 Investment Summary Reports

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

2. Disbursements for the District's monthly activities for June 2019

Director Slosson presented the disbursement report. The Board asked questions, which the managers answered.

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

AYES: Directors Blois, Santamaria, Slosson

NOES: None

ABSENT: Directors Quady, Waters

3. May 2019 Financial Statements

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

4. Quarterly Consultant Report First Quarter of 2019

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

5. Quarterly Investment Report for the Second Quarter of 2019

The Manager of Finance and Human Resources provided an overview of the report to the Board. No action was taken.

G. OPERATIONS AND MAINTENANCE

None

H. RESOURCES AND PUBLIC AFFAIRS

None

I. ENGINEERING AND CONSTRUCTION

1. Change Order Report for Q2 2019

The Project Manager said that the Change Order summaries were provided for the following projects:

- Grandsen Pump Station, Phase 2 (Project No. 500) **(Complete)**
- Las Posas Basin Deep Groundwater Monitoring Project, Deep Wells No. 2 and No. 3 (Project No. 527-2)
- Crestview Interconnection (Project No. 552)

- Dam, Dike 1, and Springville Reservoir Erosion Repair and Drainage Improvements (Project No. 565) **(Complete)**

The change order summary for Wellfield Emergency Generators (Project No. 494) was provided as part of Item I-3. No action was taken.

2. Discussion regarding Resolution No. 1974, authorization and call for bids for As-Needed Pipeline Services

A RESOLUTION OF THE BOARD OF DIRECTORS OF CALLEGUAS
MUNICIPAL WATER DISTRICT
APPROVING THE CONTRACT DOCUMENTS
AND CALLING FOR BIDS FOR AS-NEEDED PIPELINE SERVICES

The Project Manager said that, in 2016, Calleguas awarded a contract for As-Needed Pipeline Services to perform various pipeline and appurtenance projects, including:

- Emergency repairs.
- Relocation of appurtenances, adjustment of existing facilities, and other pipeline and appurtenance modifications to accommodate developer and public projects, such as road widening and street resurfacing.
- Design-level potholing.
- Other miscellaneous pipeline, appurtenance, and related work.

To date the following tasks have been completed under the contract:

Project	Cost
<i>Emergency Repairs</i>	
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
Lynn Road Lateral & Mesa Feeder AVARV Repairs (Project No. 576)	\$94,782.92
Simi Valley Recycled Water Erosion Repairs (Project No. 575)	\$12,853.13
Dawson Drive Settlement Repairs (Project No. 577)	\$17,305.32
<i>Other Work</i>	
Deep Monitoring Well No. 2 Valve and Tee Installation (Project No. 527-2)	\$2,143.48
Miscellaneous Wellfield Improvements (Project No. 476) – Flowmeter Sunshades	\$10,511.67
Concrete pad demolition (to accommodate Simi Valley road widening)	\$965.24
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

Project	Cost
Adjust Manholes on Las Posas Rd. and Valve Covers on Kanan Rd. (to accommodate Camarillo and Thousand Oaks paving projects)	\$6,817.06
Hueneme Road Culvert Rehabilitation (Project No. 573)	\$42,436.52
Potholing during design (OSR & LPF improvements)	\$5,845.36
TOTAL	\$686,980.31

The work in progress under this contract is as follows:

Project	Cost
<i>Other Work</i>	
Springville Hydro Strainer Vault No. 2 Corrosion Repairs (Project No. 572)	\$125,000
LBWFP 24" Mag Meter Replacement	\$15,000
TOTAL	\$140,000

All costs are estimated.

Having this work performed under the As-Needed Pipeline Services contract has avoided the need for multiple emergency declarations and allowed the work to be performed cost-effectively, since it is based on competitively bid unit price rates.

On a motion by Director Santamaria, seconded by Director Blois, the Board of Directors voted 3-0 to approve Resolution No. 1974. Resolution No. 1974 is attached and made part of these minutes.

AYES: Directors Blois, Santamaria, Slosson

NOES: None

ABSENT: Directors Quady, Waters

3. Discussion regarding Stronghold Engineering Inc.'s Change Order No. 8 in the amount of \$77,766.25 for the Wellfield Emergency Generators (Project No. 494)

The Project Manager said that, as part of the Wellfield Emergency Generators, an approximately 35-foot tall concrete masonry block building has been constructed to house the diesel-backup generators, associated electrical equipment, and instrumentation and controls. The aesthetics of the building, as potentially viewed from residences across Grimes Canyon Road to the east, was analyzed in the Negative Declaration (prepared under the California Environmental Quality Act) which determined that the building would be mostly screened by a eucalyptus windrow along the wellfield boundary and a tree windrow immediately east of the building. Since completion of the Negative Declaration, numerous trees within these windrows have died, fallen over, or been removed for safety reasons. Staff has received multiple calls from residents across Grimes Canyon Road to the east expressing concerns regarding the lost trees and visibility of Well No. 5 and the new building.

To address these concerns, new native, drought, and pest resistant trees need to be planted to provide visual screening of Calleguas' facilities from across Grimes Canyon Road. In order to expedite the tree planting process, a previous change order (within the signatory authority of and approved by the Interim General Manager) directed the Contractor to plant, irrigate, and maintain 39 trees near Well No. 5, the area of greatest immediate concern to nearby residents. However, an additional 45 trees north of Well No. 5 need to be planted, irrigated, and maintained to complete the visual screening of the building.

The additional work includes:

- Removing 67 dead trees, including chipping and spreading chipped material at the wellfield. The dead trees conflict with planting locations for new trees required for visual screening of the building.
- Planting 45 new drought and pest resistant trees north of Well No. 5 and east of the new emergency generator building. The new trees include Australian Willow, Brisbane Box, and Shamel Ash, in a combination of different sizes including 15 gallon, 24" box, and 36" box.
- Irrigating, cultivating, weeding, and maintaining the new trees through completion of the Wellfield Emergency Generators contract.

The cumulative cost of this Change Order and the previously approved change order line item for the first phase of tree planting exceeds \$100,000 so Board approval is required. The change order summary is included in the packet.

On a motion by Director Santamaria, seconded by Director Blois, the Board of Directors voted 3-0 to approve Change Order No. 8.

AYES: Directors Blois, Santamaria, Slosson

NOES: None

ABSENT: Directors Quady, Waters

J. STRATEGIC PLANNING

None

K. DISTRICT COUNSEL

None

L. BOARD OF DIRECTORS

1. 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.

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

The Board discussed meetings they planned to attend.

3. Metropolitan update

Director Blois provided an overview of topics discussed at recent Metropolitan committee and Board meetings, including a storm water recharge pilot project, electrical upgrades to Joseph Jensen Treatment Plant, and the need to pay down public employee retirement system and other post-employment liabilities. He said that Metropolitan is experiencing low demands due to conservation and mild weather.

M. CLOSED SESSION

2. Pursuant to Government Code Section 54957 (personnel exception), Public Employment - General Manager

At 6:09 p.m., Director Slosson adjourned to Closed Session to discuss Item M-2 as stated on the agenda.

CLOSED SESSION CONTINUING

At 6:16 p.m., Director Slosson reconvened the meeting to Open Session.

Regarding M-2, Director Slosson stated that during the General Manager recruitment process, the Interim General Manager has (1) assisted with the preparation of an updated General Manager job description; (2) compiled a comprehensive salary survey of over 30 general managers and public works directors from a variety of regional water agencies and cities; and (3) facilitated the preparation of a proposed General Manager employment agreement.

On a motion by Director Blois, seconded by Director Santamaria, the Board of Directors voted 4-0 to approve and execute the proposed employment agreement

between Calleguas Municipal Water District and Anthony Goff, to be effective August 1, 2019 and set the salary for the General Manager at \$240,000.

AYES: Directors Blois, Quady (via teleconference), Santamaria, Slosson

NOES: None

ABSENT: Director Waters

N. OTHER BUSINESS

None

O. FUTURE AGENDA ITEMS

None

P. ADJOURNMENT

Director Slosson declared the meeting adjourned at 6:20 p.m.

Respectfully submitted,



Andy Waters, Board Secretary